



Agenda
Committee of the Whole

March 6, 2025
9 a.m.
Council Chambers
17250 Yonge Street, Newmarket

Quorum: 12

Page No.

A. Call to Order

B. Land Acknowledgement

We acknowledge that York Region is located on the traditional territory of many Indigenous peoples including the Anishinaabeg, Haudenosaunee, Huron-Wendat and Métis peoples and the treaty territories of the Haudenosaunee, Mississaugas of the Credit First Nation and Williams Treaties First Nations.

Today this area is home to many diverse Indigenous Peoples, and we recognize their history, spirituality, culture and stewardship of this land.

We also acknowledge the Chippewas of Georgina Island First Nation as our closest First Nation community.

C. Disclosures of Interest

None

D. Presentations

D.1 2024 York Region Health and Well-Being Review

1

Lisa Gonsalves, Commissioner, Community and Health Services

Mary Boushel, Director, Strategies and Partnerships, Community and Health Services

(See Item H.2.1)

E. Deputations

(Subject to the Committee granting deputant status.)

None

F. Public Works - Transportation Services

Chair – Mayor Mrakas

Vice-Chair – Mayor Lovatt

Determination of Items Requiring Separate Discussion

Adoption of Items Not Requiring Separate Discussion

F.1 Communications

None

F.2 Reports

None

G. Public Works - Environmental Services

Chair – Mayor West

Vice-Chair – Regional Councillor Li

Determination of Items Requiring Separate Discussion

Adoption of Items Not Requiring Separate Discussion

G.1 Communications

None

G.2 Reports

None

H. Community and Health Services

Chair – Regional Councillor Rosati

Vice-Chair – Mayor Quirk

Determination of Items Requiring Separate Discussion

Adoption of Items Not Requiring Separate Discussion

H.1 Communications

None

H.2 Reports

H.2.1 2024 York Region Health and Well-Being Review

13

Report dated February 24, 2025 from the Commissioner of Community and Health Services recommending that:

1. Regional Chair write a letter to Minister of Children, Community and Social Services and Minister of Municipal Affairs and Housing formally requesting funding increases and policy adjustments to alleviate income insecurity in York Region, including:
 - a. Implement living wage and basic income policies.
 - b. Increase and index Ontario Works rates with inflation to meet life's basic needs.
 - c. Include the reduction of food insecurity as a component of all appropriate government policies.
 - d. Provide permanent long-term and predictable benefit programs like the Canada-Ontario Housing Benefit beyond 2029 along with multi-year and sustained funding to expand access to affordable housing of all types.
2. Council include information about socio-economic, health and well-being trends and service pressures when meeting with provincial ministries and elected officials to raise awareness of the need.
3. Council direct staff to work with Human Services Planning Board, other community partners and municipal counterparts to identify innovative and collaborative solutions and advocate to senior levels of government for poverty reduction and housing stabilization initiatives and funding.

4. Regional Clerk circulate this report and Attachment 1 to the Clerks of the local municipalities, City of Toronto, Region of Peel, Durham Region, Ministers of Municipal Affairs and Housing and Children, Community and Social Services, York Region Members of Parliament and Members of Provincial Parliament, Ontario Municipal Social Services Association, Association of Municipalities of Ontario, York Regional Police Services Board, Human Services Planning Board and United Way Greater Toronto.

I. Finance and Administration

Chair – Mayor Pellegrini
Vice-Chair – Mayor Del Duca

Determination of Items Requiring Separate Discussion

Adoption of Items Not Requiring Separate Discussion

I.1 Communications

- | | | |
|--------------|--|-----------|
| I.1.1 | Change of Regional and Alternate Regional Fire Coordinators | 67 |
|--------------|--|-----------|

Memorandum dated February 24, 2025 from Erin Mahoney, Chief Administrative Officer

Recommendation: Receive

- | | | |
|--------------|--|-----------|
| I.1.2 | Contract Awards from October 1, 2024 to December 31, 2024 | 69 |
|--------------|--|-----------|

Memorandum dated February 18, 2025 from Laura Mirabella, Commissioner of Finance and Regional Treasurer

Recommendation: Receive

I.2 Reports

- | | | |
|--------------|---|-----------|
| I.2.1 | Emergency Management Program Annual Compliance Review and Bylaw Revision | 87 |
|--------------|---|-----------|

Report dated February 18, 2025 from the Chief

Administrative Officer recommending that:

1. Regional Council receive this report as confirmation that York Region has fulfilled all required program elements to comply with the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04.
2. The Regional Solicitor update the current Emergency Management program bylaw to adopt changes to the Emergency Management Plan and Annexes.
3. The Regional Clerk forward the program bylaw and Emergency Management Plan to Emergency Management Ontario.

I.2.2 2026 Budget Direction 245

Report dated February 18, 2025 from the Commissioner of Finance recommending that:

1. Council endorse the proposed timelines for the development and targeted approval of the 2026 Budget, as outlined in Table 2.
2. Council reaffirm the 2026 tax levy increase target of 3.22% and the Rapid Transit / Infrastructure Levy equivalent to a 1% tax levy increase consistent with the endorsed outlook in the 2025-2026 multi-year budget.

I.2.3 Contract Awards and Amendments Requiring Council Approval for March 2025 253

Report dated February 18, 2025 from the Commissioner of Finance recommending that:

1. Council approve the new non-standard procurements, extensions, and increases described in Appendix A and Private Attachment
2. Council authorize the Signing Authorities in Table 6 of this report to execute the related contracts and instruments for the purchases in Appendix A and Private Attachment 1.

I.2.4 Developer Financing for Expansion of the Nobleton Wastewater System 269

Report dated February 18, 2025 from the Commissioner of Finance recommending that:

1. The Regional Chair and Regional Clerk be authorized to enter into a financing agreement with Star Westview Inc., Crisdan Holdings Inc., Nobleton 2715 Developments Limited, TG Nobleton GP Inc. and Prebrick System (BT) Corp. (the Nobleton Landowner Group) for the capital cost of expanding the Nobleton Wastewater Works, subject to the satisfaction of the Commissioner of Finance and Regional Treasurer and of the Regional Solicitor and General Counsel.
2. Staff be authorized to negotiate the principles of a Prepaid Development Charges (DC) Credit Agreement with the Nobleton Landowner Group.

I.2.5 Compensation for Expropriation Northeast Vaughan Wastewater Servicing Project - City of Vaughan

275

Report dated February 18, 2025 from the Commissioner of Corporate Services recommending that:

1. Council approve the Commissioner of Corporate Services to make offers of compensation to owners of lands in the City of Vaughan, as set out in Appendix A, which were acquired in accordance with the Expropriations Act (the "Act").

J. Notice of Motion

K. Other Business

L. Private Session

L.1 Interim Contract Agreements to Maintain Waste Transfer Services at Waste Management Centre and Earl Turcott Waste Management Facility - Negotiations

Recommendation: Adopt the confidential recommendations in the private report. Report remains private.

L.2 York Durham Sewage System Forcemain Repair - Litigation

Agenda - Committee of the Whole - March 6, 2025

Recommendation: Adopt the confidential recommendations in the private report. Report remains private.

L.3 Private Attachment 1 to Item I.1.2 - Contract Awards from October 1, 2024 to December 31, 2024 - Security of Property

Recommendation: Receive private attachment. Attachment remains private.

L.4 Private Attachment 1 to Item I.2.3 - Contract Awards and Amendments for Council Approval for March 2025 - Security of Property

Recommendation: Receive private attachment. Attachment remains private.

L.5 Private Attachment 1 to Item I.2.5 - Compensation for Expropriation - Northeast Vaughan Wastewater Servicing Project - City of Vaughan - Acquisition of Land

Recommendation: Receive private attachment. Attachment remains private.

M. Adjournment



2024 YORK REGION HEALTH AND WELL-BEING REVIEW

Presented to
Committee of the Whole

Presented by
Lisa Gonsalves, Commissioner, Community and Health Services
Mary Boushel, Director, Strategies and Partnerships

Presented on
March 6, 2025



PURPOSE OF YORK REGION HEALTH AND WELL-BEING REVIEW

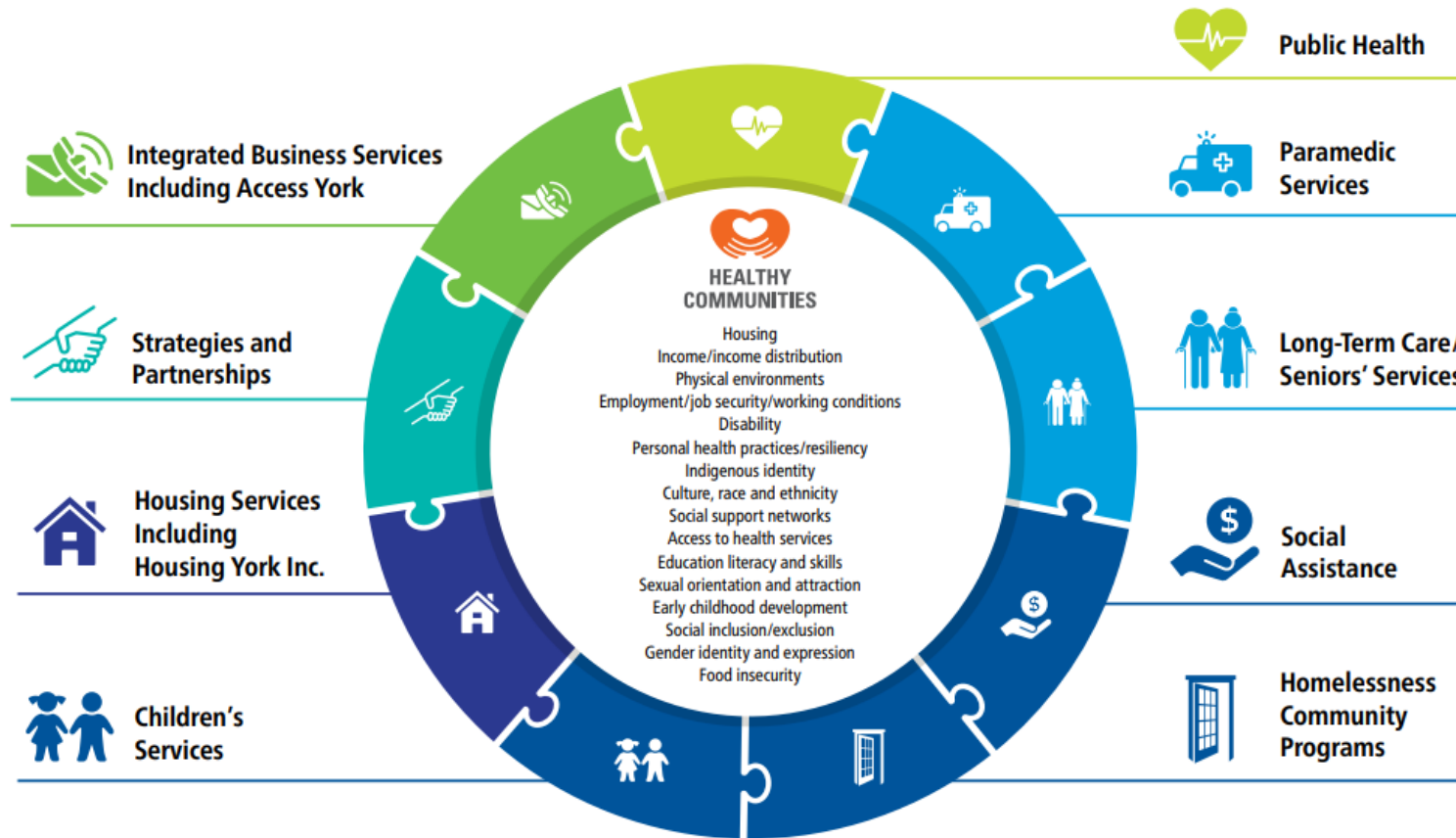


Present key population and socio-demographic trends in York Region

Highlight impacts of Community and Health Services (CHS) programs including service pressures

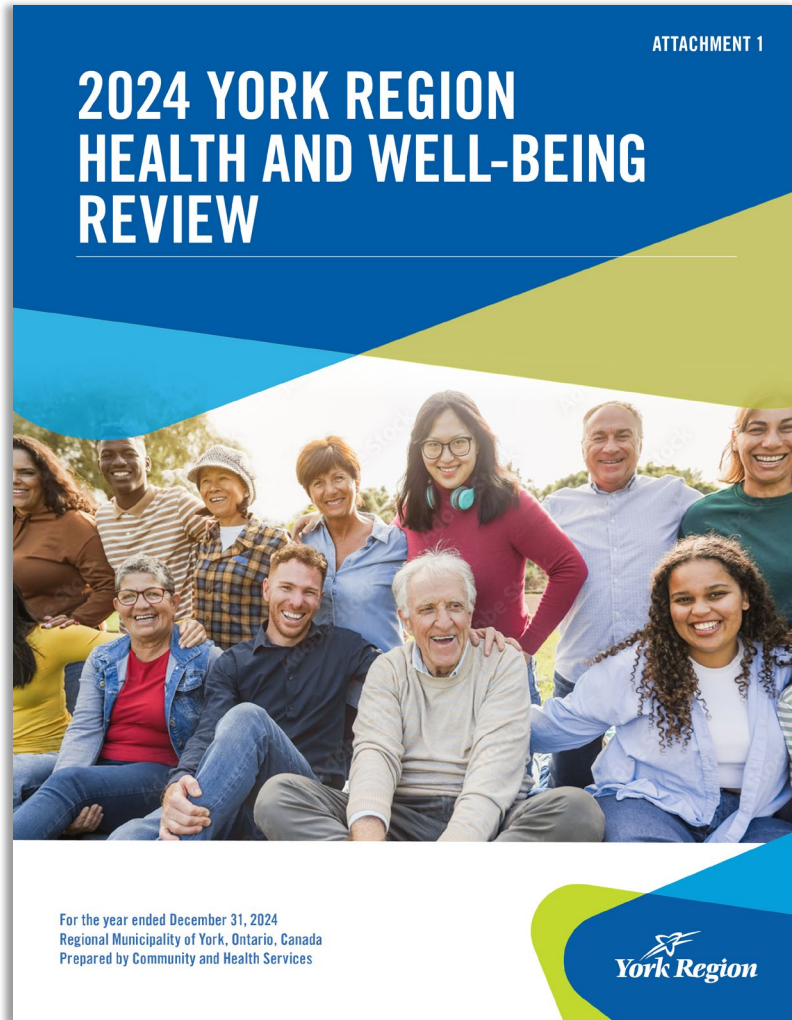
Emphasize importance of advocacy, innovation and integrated partnerships

CHS DEPARTMENT



Provides 6 Core Services and 3 Support Services to 1.28 million residents

2024 KEY TRENDS



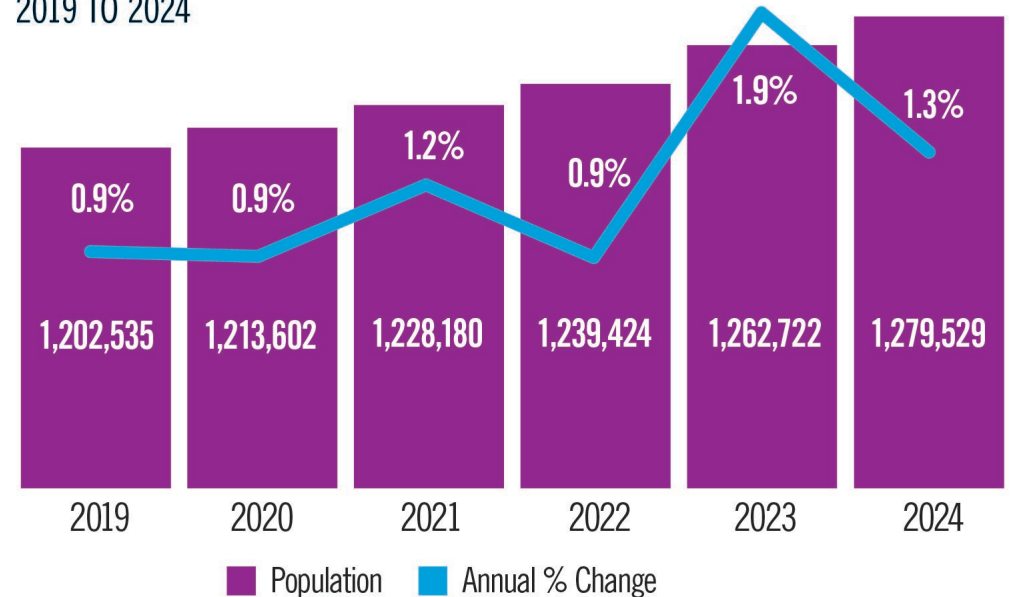
- Growing, aging and diversifying population, income security concerns, inability to afford basic needs, and mental health and well-being challenges
- Increased demand and case complexity outpacing service capacity
- Region continues to work collaboratively with partners to innovate, address demand and advocate for increased investments

TRENDS: GROWING, AGING AND DIVERSIFYING POPULATION



ANNUAL POPULATION GROWTH IN YORK REGION

2019 TO 2024



Source: York Region, Corporate Services, Economic and Development Services Branch

Seniors over 65

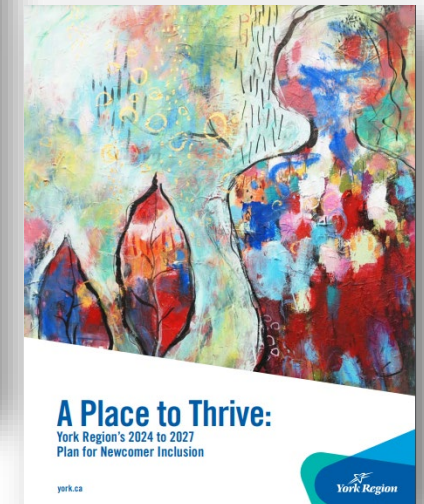
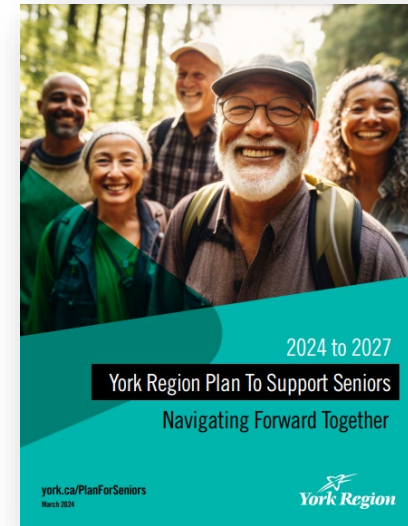
expected to make up 24%
(over 499,000) of the
population by 2051

66,000 newcomers

and 32,000 temporary residents
moved to York Region between
2019 and 2024

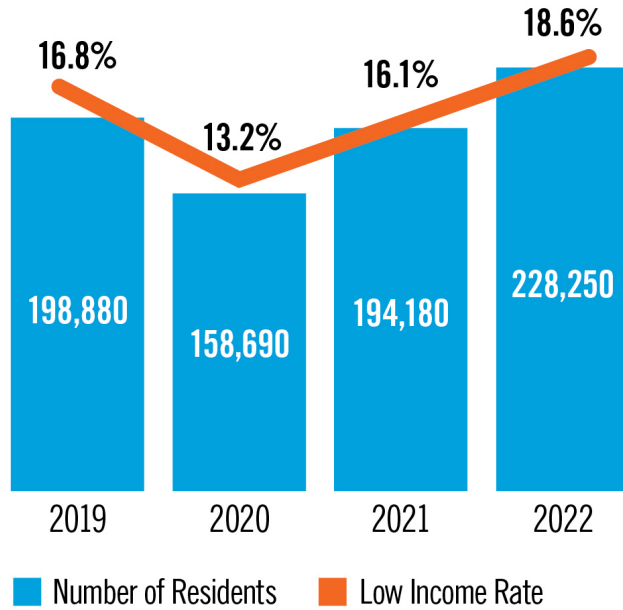
ACTIONS: SUPPORTING POPULATION GROWTH AND CHANGES

- Helping seniors “age in the right place” through 2024-2027 Plan to Support Seniors and development of Unionville Commons Seniors Hub
- Mitigating increased calls to 911 through expansion of Community Paramedicine Program
- Stewarding Local Immigration Partnership to support newcomer settlement including developing the 2024-2027 Plan for Newcomer Inclusion
- Supported 387 unique people through the Asylum seeker hotel program



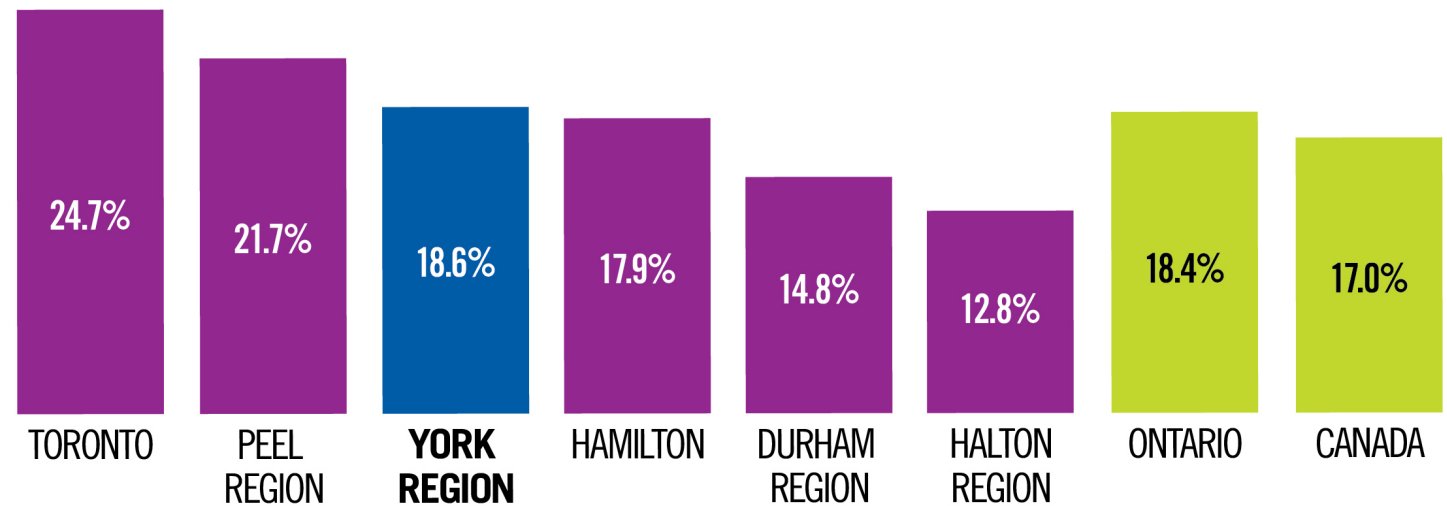
TRENDS: INCOME SECURITY CONCERNS

LOW-INCOME TRENDS IN YORK REGION 2019 TO 2022



Source: Statistics Canada, T1 Family File and York Region, Strategies and Partnership calculations

LOW INCOME RATE, GTHA, ONTARIO AND CANADA 2022



Source: Statistics Canada, T1 Family File and York Region, Strategies and Partnership Branch calculations

Highest debt in GTHA

held by York Region residents in 2023, \$731,517 mortgage, \$82,133 consumer debt

47% of renters

and 27% of homeowners spend 30% or more of income on shelter in 2021

2,525 people

known to experience homelessness in 2024

Nearly 32,000 people

used food programs in 2023

ACTIONS: SUPPORTING AND ADVOCATING FOR BASIC NEEDS

- Investing \$12M in critical social infrastructure, including housing and homelessness supports
- Declaring Housing Affordability Crisis and implementing the 2024 to 2027 Homelessness Service System Plan, including Rapid Deployment Actions
- Supporting access to affordable housing including providing portable rent benefits such as the Canada-Ontario Housing Benefit
- Continuing to support growing Ontario Works (OW) caseload, while advocating for higher OW benefit rates
- Raising awareness of income as a key factor in food access and affordability through the Nutritious Food Basket report



139

New beds in emergency and transitional housing, hotels and seasonal shelters from Rapid Deployment Actions in 2024

Source: York Region, Community and Health Services Department, Social Services Branch, 2024



144

Individuals Reached Through York Region Public Health's Food and Security Events

Source: York Region, Community and Health Services Department, Public Health Branch, 2024

TRENDS: GROWING MENTAL HEALTH AND WELL-BEING CHALLENGES



Between 2020 and 2023:

YORK REGIONAL POLICE REPORTED:



Source: York Regional Police, 2023



YORK REGION PARAMEDIC SERVICES REPORTED:



Source: York Region. Community and Health Services Department, Paramedic and Seniors Services Branch, 2023

ACTIONS: SUPPORTING MENTAL HEALTH AND WELL-BEING

- Implementing risk intervention services and supports for youth and families including Children, Youth and Family Situation Tables
- Supporting Naloxone kit distribution to community partners and agencies
- Invested \$5 million in York Region Mental Health Community Care Centre
- Invested \$2.9 million in Mental Well-Being projects through Community Investment Fund in 2024



546 situations addressed by **Children, Youth and Families Situation Tables** in 2023, lowering acutely elevated risk in **78%** of the situations

Source: York Region, Community and Health Services Department, Strategies and Partnerships Branch, 2024



3,920 NALOXONE KITS TO CLIENTS IN 2024

Source: York Region, Community Health Services Department, Public Health Branch

LOOKING FORWARD

2024 Health and Well-Being Review supports and highlights:



RECOMMENDATIONS

1. Regional Chair write a letter to Minister of Children, Community and Social Services and Minister of Municipal Affairs and Housing, formally requesting funding increases and policy adjustments to alleviate income insecurity in York Region, including:
 - a. Implement living wage and basic income policies
 - b. Increase and index Ontario Works rates with inflation to meet life's basic needs
 - c. Include the reduction of food insecurity as a component of all appropriate government policies
 - d. Provide permanent long-term and predictable benefit programs like the Canada-Ontario Housing Benefit beyond 2029 along with multi-year and sustained funding to expand access to affordable housing of all types
2. Council include information about socio-economic, health and well-being trends and service pressures when meeting with provincial ministries and elected officials to raise awareness of the need.
3. Council direct staff to work with Human Services Planning Board, other community partners and municipal counterparts to identify innovative and collaborative solutions and advocate to senior levels of government for poverty reduction and housing stabilization initiatives and funding
4. Regional Clerk circulate Council Report and York Region Health and Well-Being Review to all recipients in Report



Report of the Commissioner of Community and Health Services
2024 York Region Health and Well-Being Review

1. Recommendation

1. Regional Chair write a letter to Minister of Children, Community and Social Services and Minister of Municipal Affairs and Housing formally requesting funding increases and policy adjustments to alleviate income insecurity in York Region, including:
 - a) Implement living wage and basic income policies.
 - b) Increase and index Ontario Works rates with inflation to meet life's basic needs.
 - c) Include the reduction of food insecurity as a component of all appropriate government policies.
 - d) Provide permanent long-term and predictable benefit programs like the Canada-Ontario Housing Benefit beyond 2029 along with multi-year and sustained funding to expand access to affordable housing of all types.
2. Council include information about socio-economic, health and well-being trends and service pressures when meeting with provincial ministries and elected officials to raise awareness of the need.
3. Council direct staff to work with Human Services Planning Board, other community partners and municipal counterparts to identify innovative and collaborative solutions and advocate to senior levels of government for poverty reduction and housing stabilization initiatives and funding.
4. Regional Clerk circulate this report and Attachment 1 to the Clerks of the local municipalities, City of Toronto, Region of Peel, Durham Region, Ministers of Municipal Affairs and Housing and Children, Community and Social Services, York Region Members of Parliament and Members of Provincial Parliament, Ontario Municipal Social

2. Purpose

This report presents findings of the 2024 York Region Health and Well-Being Review (Attachment 1) and proposes recommendations to raise awareness and advocate for the needs of York Region residents. It focuses on addressing challenges posed by a growing, aging and diversifying population, decreasing income security, affordability pressures and mental health and well-being issues.

Key Points:

- The Region is responsible for delivering a range of provincially mandated human services to residents. Expertise in local community needs and partnerships enable the Region to implement a person-centered approach to deliver human services
- Demand for programs and services delivered by the Region and community partners is increasing, due to population growth, shifting demographics, decreasing income security and mental health and well-being challenges
- Income insecurity contributes to greater reliance on Ontario Works, food programs and housing subsidies. As demand rises, provincial funding has not kept pace with inflation or service pressures, potentially impacting the Region's current and future service delivery levels
- Partnerships are crucial to successfully plan and deliver human services and to respond to evolving community needs. They are essential for joint advocacy and a unified voice to communicate calls to action, along with engaging with senior levels of government for support to deliver human services
- Investments by Regional Council have led to concrete actions in communities, enhanced strategic partnerships and integrated services to help residents in need

3. Background

Key trends from the 2024 York Region Health and Well-Being Review include a growing and diversifying population, decreasing income security, and challenges with affordability, mental health and well-being. These trends drive demand for human services and need for wraparound supports. These conditions are influenced by social determinants of health, which include economic, social, cultural and political factors beyond an individual's control. These determinants affect the overall health and well-being of residents. Additionally, intersecting aspects of identity, such as race, gender, economic status and sexual orientation amplify the impact of these factors on marginalized communities.

4. Analysis

Community and Health Services Department contributes to addressing socio-economic factors impacting the health and well-being of York Region residents

The Community and Health Services (CHS) department ensures programs and services are accessible, responsive and aligned with evolving needs to build healthier, more engaged and inclusive communities for all residents. CHS supports Council's [Vision](#) of strong, caring and safe communities and the priority to support community well-being in the [2023 to 2027 Strategic Plan: From Vision to Results](#). It plans, delivers and oversees nine program areas, including six Regional core services and three support services. These services support residents, often during their most vulnerable times, and contribute to strengthening communities and the quality of life in York Region.

Regional Council, through CHS, has taken key actions and made investments to address evolving needs of residents. For example, in 2023, Council approved over \$12 million in [Critical Social Infrastructure investments](#) to address challenges in homelessness, housing and community investments. An [Implementation Update to Council on February 13, 2025](#) highlighted results of Regional Council's investments made in 2023 and 2024.

York Region's population is growing, aging and diversifying

According to the 2021 Census, approximately 16% (200,000) of residents were seniors aged 65 and over. By 2051, seniors are expected to make up approximately 24% (over 499,000) of the population. While many seniors remain healthy, active and connected to their communities, some require additional supports and age-friendly services.

In 2021, York Region was home to an estimated 557,000 immigrants, making up 47.8% of the total population. Immigrants include anyone who has ever been a landed immigrant or permanent resident in Canada, while newcomers have been in Canada for less than five years. Temporary residents include work and/or study permit holders and asylum claimants. Migration drives population growth, with over 66,000 newcomers moving to York Region from 2019 to 2024, representing 71% of population growth. During this period, York Region welcomed over 32,000 temporary residents, including international students and foreign workers, the highest number recorded.

Newcomers enrich cultural diversity and bring talent and skills to support the economy. However, it takes time to acclimate. University-educated newcomers need at least five years to bridge the income gap with their Canadian-born counterparts, placing them at risk of economic precarity, associated income insecurity and impacts to mental health.

Decreasing income security impacts residents' ability to afford basic needs

Income security refers to the level of income that ensures basic consumption needs can be met and influences overall well-being. Since 2021, average total income in York Region has

decreased, with more York Region residents experiencing low-income. In 2022, 18.6% (228,250) of residents lived below the low-income threshold, up from 16.8% (198,880) in 2019.

Job precarity is rising in York Region, with contract-based, seasonal, and temporary employment growing by 97% over the past decade, from 38,520 jobs in 2014 to 75,770 in 2024. Full-time employment opportunities, as a proportion of overall jobs in York Region, have declined since 2014. York Region residents have the highest debt to disposable income ratio in the Greater Toronto and Hamilton Area, with the average York Region household owing \$3.13 for every dollar of disposable income in 2023.

Limited income contributes to inadequate or uncertain access to food. In 2023, an estimated 19.4% of York Region households experienced food insecurity up from 15.5% between 2021 and 2022. Food insecurity is driven by lack of income, not a lack of food. While food banks provide short-term relief, they are not a sustainable solution. Long-term improvements in financial conditions are essential to address the root causes of food insecurity and ensure all residents have reliable access to nutritious food.

A housing system with a range of options is needed to keep residents housed

In 2021, over a quarter of homeowners (26.9% or 86,449) and just under half of renters (46.7% or 32,485) in York Region spent 30% or more of their income on shelter costs, the highest rates in Ontario. High rents and low vacancy rates make it difficult to find and keep housing, increasing the risk of homelessness.

York Region has not met its affordability targets for six consecutive years. In 2023, 85% (7,469) of new housing units were ownership units, and 15% (1,271) were rental. No affordable ownership units were built, but all new rental units (1,271) were classified as affordable. Homelessness is increasing in York Region, with 986 people experiencing homelessness for longer than six months in 2024, up from 124 in 2019. Encampment locations increased from 61 in 2021 to 361 known locations in 2024.

Mental health and well-being challenges are growing

Mental health and well-being challenges negatively impact residents' ability to work productively, manage daily stresses, and positively contribute to their community. In 2023, York Regional Police responded to over 6,200 mental health related calls, a 27% increase since 2020. During the same period, York Region Paramedic Services reported a 29% increase in suspected opioid overdose calls, from 5,645 in 2020 to 6,097 in 2023. As of February 24, 2025, opioid-related deaths increased by 38%, with 83 opioid-related deaths in 2023, compared to 60 in 2022.

These socio-demographic trends are increasing reliance on human services provided by CHS and community partners

Income insecurity impacts core human services provided by the Region. In December 2024, 21,648 people in York Region were supported by Ontario Works, an 84% increase from December 2018 of 11,746.

Demand for subsidized housing is outpacing the Region's capacity. In 2024, about 4,500 new applications were added to the wait list, while 436 households were housed. Emergency and transitional housing facilities regularly operate at or near capacity. The average length of stay in emergency housing almost doubled from 2019 to 2024 increasing from 26.5 to 51.7 days.

Mental-health and well-being challenges increase case complexity and the need for wraparound supports. Some residents experience difficulty navigating the mental health system and feel ill-equipped to manage their mental health needs or those of dependents. Service backlogs, stigma, and limited availability of culturally tailored care can increase struggles. The Community Paramedicine Outreach Response Team expanded hours of service to support people living unsheltered, in encampments or experiencing chronic homelessness, supporting 505 individuals in 2023.

Sustained funding and creative collaborations are crucial to help prevent challenges from becoming more acute and widespread

CHS service delivery levels are evolving to meet growing demand and rising costs. While community partners in York Region are stepping up to address capacity challenges, they are also facing significant pressures as service demand continues to grow. Together, we are working to meet service needs effectively.

To mitigate budget pressures while enhancing service delivery, CHS is exploring new collaborations and innovative solutions to support residents. For example, Housing Services launched a new Community Housing Supply Grant Pilot Program in 2023 to support non-profits building new community housing.

Between 2022 and 2024, 47,872 individuals were engaged through upstream activities of the [Community Safety and Well-Being Plan for York Region](#), which focuses on strengthening community capacity to address local safety and well-being challenges in priority areas of housing, economic stability and mental well-being. This includes the Community Action Tables, Children, Youth and Family Situation Tables, Service Navigator Pilot Program, Mobile Youth Services Hub and Community Violence Prevention Funding that supports projects led and delivered by residents to address community safety priorities.

The Region's [Community Investment Fund](#) invests in initiatives that target gaps in delivery of human services, complement or enhance Regional programs and deliver on policy priorities set by Regional Council. For 2023-2027 term of Council, priority investment areas include housing stability, mental well-being, diversity, equity, and inclusion and food security system development.

Additionally, the Region leverages expertise of the Human Services Planning Board to identify innovative solutions to enhance and integrate services for residents including through implementation of the Community Safety and Well-Being Plan.

By working closely with partners and maintaining a strong focus on advocacy, CHS is committed to addressing these challenges and continuing to support the community effectively and collaboratively. This includes alignment with the Association of Municipalities of Ontario’s (AMO’s) [2025 Pre-Budget Submission](#), Ontario Municipal Social Services Association’s (OMSSA’s) [Policy Priorities and Positions](#), United Way Greater Toronto’s (UWGT’s) 2025 [Ontario Pre-Budget Submission](#) and advocacy to the provincial government for:

- prioritizing implementation of living wage and basic income policies
- higher Ontario Works benefit rates for clients, such as to increase and index Ontario Works rates with inflation to meet life’s basic needs including the reduction of food insecurity as an outcome of all appropriate government policies
- increasing the availability of supportive, transitional and deeply affordable housing. This includes providing permanent long-term and predictable benefit programs such as the Canada-Ontario Housing Benefit, along with multi-year and sustained funding to expand access to affordable housing of all types

The 2024 York Region Health and Well-Being Review underscores the Region’s efforts and vital role for CHS in fostering a thriving, healthy and welcoming community for all residents in every stage of life. However, the Region alone cannot sustain the investment needed to address income insecurity and case complexity. Ensuring residents' health and well-being is a shared responsibility that demands support from all levels of government.

5. Financial Considerations

The CHS Operating Budget has grown by \$633 million (102%) since 2020, as detailed in Table 1.

Table 1
CHS Gross and Net Operating Budgets (2020 to 2025)

Operating Budget \$ millions:	2020	2021	2022	2023	2024	2025
Gross Expenditures	658.4	749.0	877.5	1,058.4	1,066.5	1254.4
Funded By						
Reserves, Development Charges, 3 rd Party and Fees	32.3	30.1	33.2	42.9	43.7	44.0

Operating Budget \$ millions:	2020	2021	2022	2023	2024	2025
Grants and Subsidies	401.1	470.3	587.8	747.0	740.3	909.6
Net Tax Levy	225.0	248.5	256.5	268.5	282.5	300.7
% Net Tax Levy	34%	33%	29%	25%	27%	24%

CHS relies on funding from other levels of government to deliver programs and services to residents, with the majority of its operating budget (73%) coming from grants and subsidies from senior levels of government in 2025. Senior government funding has grown by \$532 million since 2020, an increase of 141%. This is predominantly driven by the introduction of the 100% provincially/federally funded Canada Wide Early Learning Child Care program, which accounts for 76% of the total increase, with a further 13% relating to 100% provincially funded Ontario Works benefits, driven by increases in Ontario Works cases.

Tax levy investments in CHS have grown by \$87 million since 2020, an increase of 41%. Tax levy funding helps support program delivery costs. Staff have been reviewing funding trends for these mandated programs and this analysis will be brought forward in a report to Council in April 2025.

This report does not present current or anticipated financial changes to the Region’s budget or fiscal position. While there are no immediate financial considerations associated with the recommendations of this report, this report affirms the importance of provincial funding to supporting program and service pressures.

6. Local Impact

York Region delivers critical human and health service programs to support residents in all nine local municipalities. The 2024 York Region Health and Well-Being Review is intended to support Regional Council and local municipalities to build awareness of resident needs, and jointly advocate for funding and policy decisions to ensure programs and services can continue to support all residents.

7. Conclusion

Partnerships form a foundation for joint advocacy, providing a unified voice to promote key messages and calls to action and engaging senior levels of government. Council’s investments have led to concrete community actions, strengthened partnerships and supported residents in need. Collaborating across governments and with community partners is essential for advocating for funding and identifying new partnerships and innovative solutions to enhance services for residents.

For more information on this report, please contact Mary Boushel, Director, Strategies and Partnerships Branch, at 1-877-464-9675 ext. 78389. Accessible formats or communication supports are available upon request.



Recommended by:

Lisa Gonsalves
Commissioner of Community and Health Services



Approved for Submission:

Erin Mahoney
Chief Administrative Officer

February 24, 2025
16554216

Attachment 1 – 2024 York Region Health and Well-Being Review York #16622034

2024 YORK REGION HEALTH AND WELL-BEING REVIEW



For the year ended December 31, 2024
Regional Municipality of York, Ontario, Canada
Prepared by Community and Health Services



Land Acknowledgement

We acknowledge that York Region is located on the traditional territory of many Indigenous Peoples including the Anishinaabeg, Haudenosaunee, Huron-Wendat and Métis peoples and the treaty territories of the Haudenosaunee, Mississaugas of the Credit First Nation and Williams Treaties First Nations. Today this area is home to many diverse Indigenous Peoples, and we recognize their history, spirituality, culture and stewardship of this land. We also acknowledge the Chippewas of Georgina Island First Nation as our closest First Nation community.

VISION, MISSION AND VALUES

We envision
strong, caring, safe communities

through our mission of
working together to serve our thriving communities
— **today and tomorrow**

by relying on our values of
Integrity, Commitment, Accountability, Respect
and **Excellence (ICARE)**

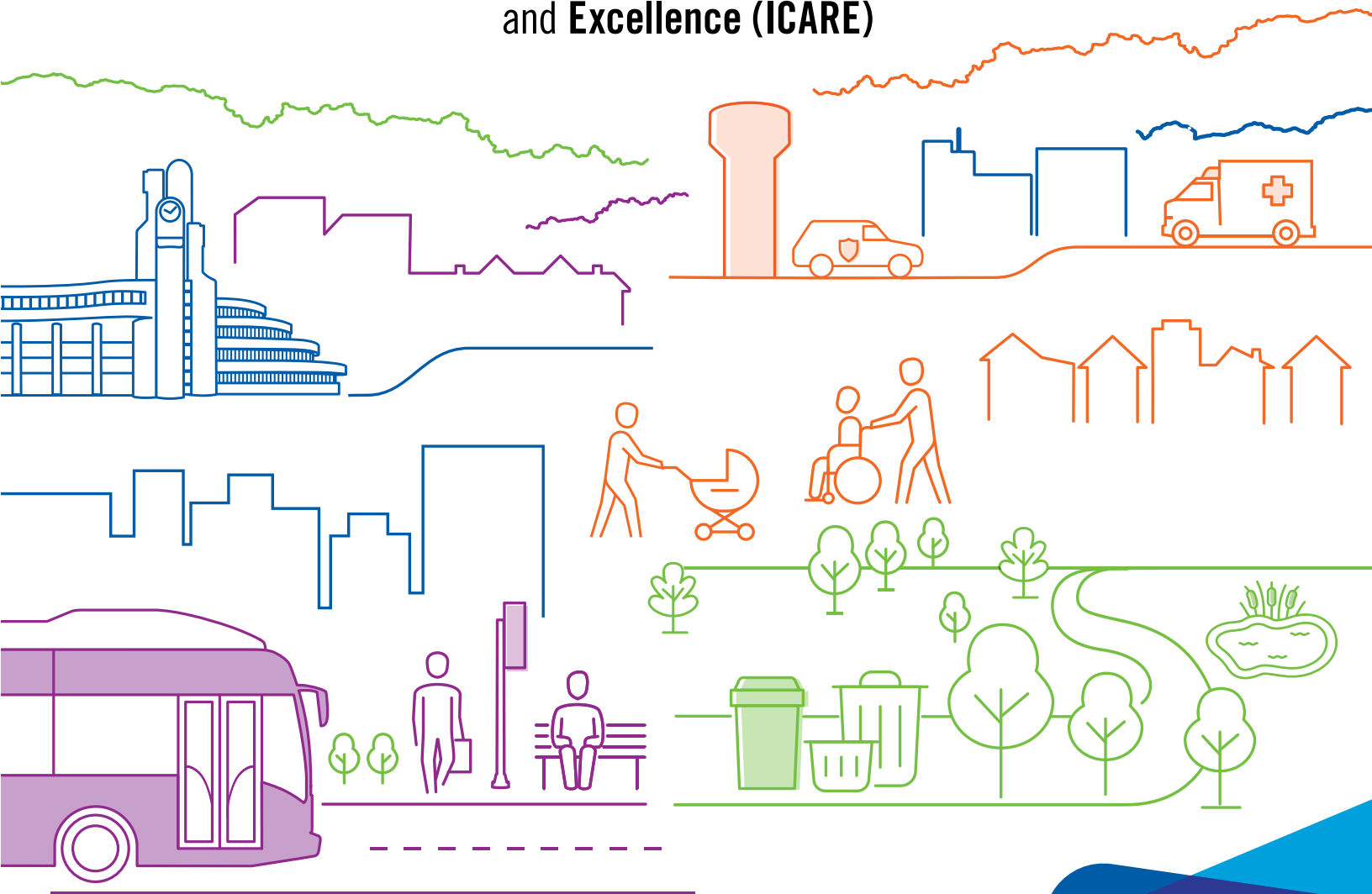




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Accessible formats or communication supports are available upon request.
Please contact Access York: 1-877-464-9675



INTRODUCTION

The 2024 York Region Health and Well-Being Review (the Review) presents an annual overview of:

- **Key population and socio-demographic trends in York Region**
- **Programs and services provided by Community and Health Services Department, including service pressures**

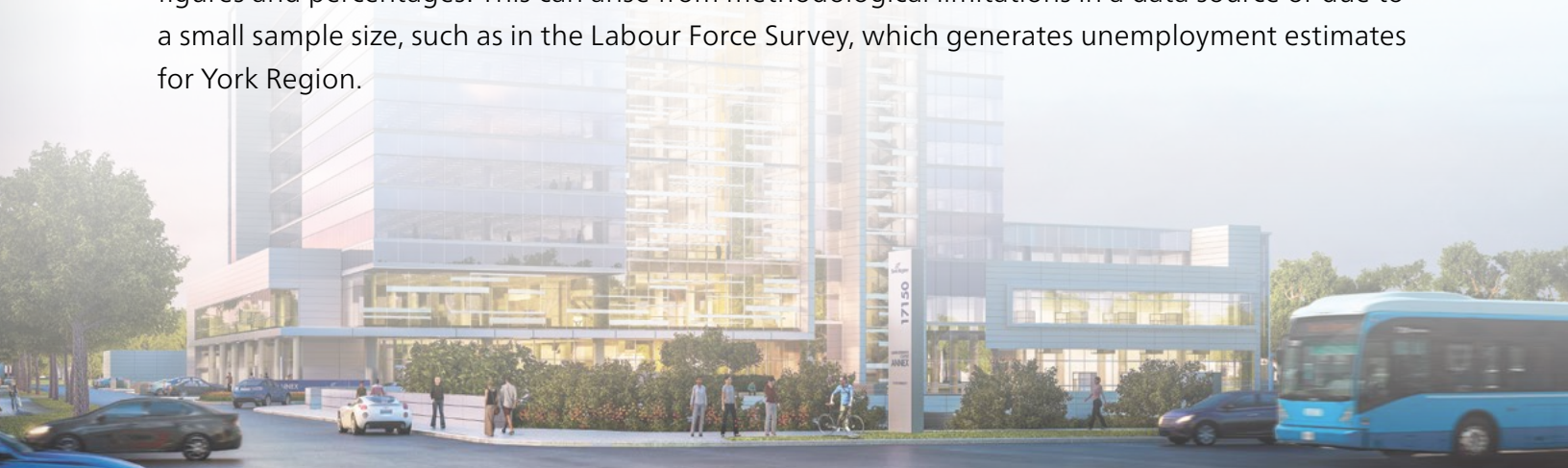
The Review identifies the importance of innovations, integrated partnerships and advocacy to realize sustainable and responsive solutions that build healthier, more engaged and inclusive communities for residents at every stage of life.

METHODOLOGY

Data presented in this Review uses the most current and reliable data, drawing on approximately fifty external and internal data sources including but not limited to Statistics Canada, internal program data, academic and think-tank research, and community partners.

Data sources have different collection schedules and release dates, which impact availability of data year-over-year. For example, income data is analyzed from 2023 income tax filings of York Region residents, representing income from 2022. In contrast, Rental Market Survey data is collected annually by Canada Housing and Mortgage Corporation and survey data included in this Review represents 2024 findings.

To effectively highlight recent trends, where feasible the Review presents both numerical figures and percentages. However, in certain situations it may not be possible to provide both numerical figures and percentages. This can arise from methodological limitations in a data source or due to a small sample size, such as in the Labour Force Survey, which generates unemployment estimates for York Region.



2024 KEY FINDINGS

Key 2024 trends include a growing and diversifying population, decreasing income security, and challenges with housing affordability and mental health and well-being. These trends are driving an increased demand for human services and wraparound supports.

The Regional Municipality of York (the Region) delivers a number of provincially mandated human services programs in collaboration with community partners. Expertise in local community needs and partnerships enable the Region to implement a person-centered approach to deliver human services. This supports residents, often during their most vulnerable times, and contributes to strengthening communities and quality of life in York Region.

Provincial funding has not kept pace with inflation or increased demand, which could negatively impact current and future service delivery levels and the Region's ability to provide them to residents. The Government of Ontario (the Province) has recognized the need to adjust funding in some areas to help address gaps. Regular and proactive discussions with the Province remain important to explore opportunities to support the effective delivery of human services.

Key actions and investments continue to be made by Regional Council to address evolving needs of residents. For example, over \$12 million in [Critical Social Infrastructure](#) investments were approved by Council to address challenges facing communities in priority areas of homelessness, housing and community investments. With these investments and through programs and services, Regional Council and the Region are positively impacting the lives of York Region residents. These impacts can be seen in the outcomes of York Region programs and services identified on the following page.

Human services support people at every stage of life, strengthening communities, and positively influencing health equity, well-being, and stability. Examples include health services, income security, employment assistance, housing programs, seniors, family and children's services, newcomer supports, education, recreation, and local community outreach programs.¹

IMPACT OF YORK REGION'S PROGRAMS AND SERVICES

Multi-year Plans
help meet resident needs including seniors, paramedics, newcomers, homelessness and community safety and well-being

Over 5,300

people supported by Homelessness Community Programs and community providers

Over 47,800

residents engaged through Community Safety and Well-Being Plan initiatives

Over 19,000

residents accessed food services funded by Community Investment Fund

Over 6,800

residents served through 24 mental health and well-being projects funded by Community Investment Fund

Over 500

people provided support through Community Paramedicine Outreach Response Program

Over 6,500

households supported through rent subsidies

Over 183,000

residents supported through Access York

Over 21,600

beneficiaries of Ontario Works program

Note: Impacts above are based on current and most up-to-date data and outcomes for programs highlighted. These include data from 2022-2024, 2023 and 2024 depending on data collection and reporting schedule.

The Region continues to collaborate and adapt programs and services to meet evolving needs and advocate for policy and funding changes to enhance quality of life for York Region residents.

BACKGROUND: COMMUNITY AND HEALTH SERVICES DEPARTMENT

Community and Health Services (CHS) Department at the the Region plans, delivers and oversees human services for York Region residents at every stage of life.

CHS' mandate is to build healthier, more engaged, and inclusive communities by providing and enabling equitable human services programs and supports.

CHS plans, delivers and oversees nine program areas, including six Regional core services and three support services. These program areas support residents, often during their most vulnerable times and contribute to strengthening communities and the quality of life in York Region by:

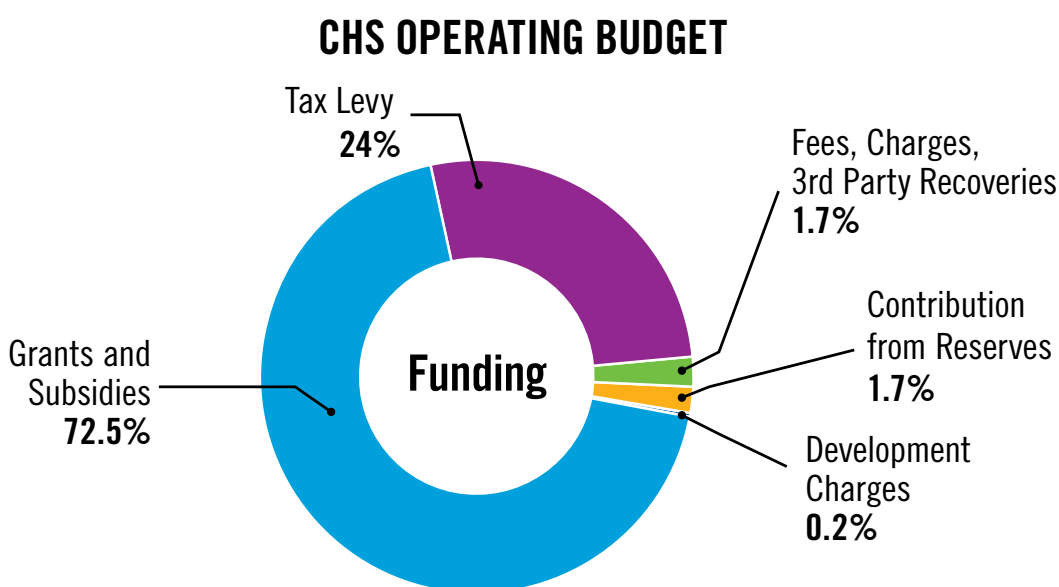
- Protecting and promoting resident health and well-being
- Strengthening the Region's network of integrated, equity-based human services
- Improving access to health and social support services
- Supporting housing affordability and stability through community housing, rent subsidies and eviction prevention programs
- Promoting welcoming and inclusive communities



In the Region's [approved 2025 Budget](#), CHS' gross operating budget is \$1.3 billion and the 10-year capital budget is \$570.5 million.

CHS relies on funding from other levels of government to deliver programs and services to residents, with the majority of its operating budget (almost 73%) coming from grants and subsidies from senior levels of government.² There is an increased risk to the Region's ability to support residents' human services needs due to the uncertainty of provincial funding, cost-sharing and policy changes.

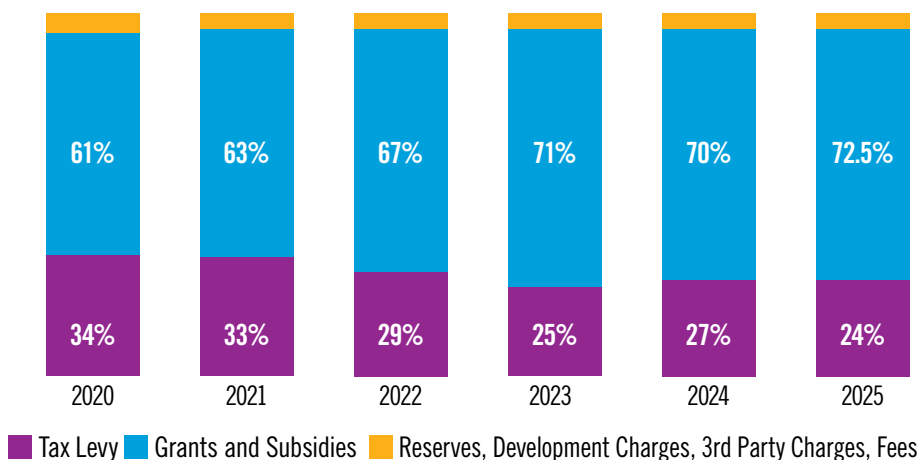
Key drivers impacting the operating budget include continued growth of Ontario Works caseloads, support for homelessness rapid deployment actions, and paramedic services actions related to the Paramedic Services Master Plan 2021-2031.



Source: York Region. November 28, 2024. 2025-2026 Budget

Note: Development Charge (DC) reserves comprise a component of the operating budget as they are used to pay down debts issued against Development Charges to fund capital projects.

CHS FUNDING SOURCES, 2020-2025



SOCIAL DETERMINANTS OF HEALTH

According to the [World Health Organization](#), Social Determinants of Health (SDOH) are conditions in which people are born, grow, work, live and age. These conditions are shaped by economic, social, cultural and political factors beyond an individual's control, and have a direct and indirect impact on population health outcomes.

The overlapping aspects of a person's identity, like race, gender, economic status, and sexual orientation intensifies the impact of these factors on marginalized communities.

Access to economic and social resources are important for addressing inequality and influenced by policies at all levels of government.

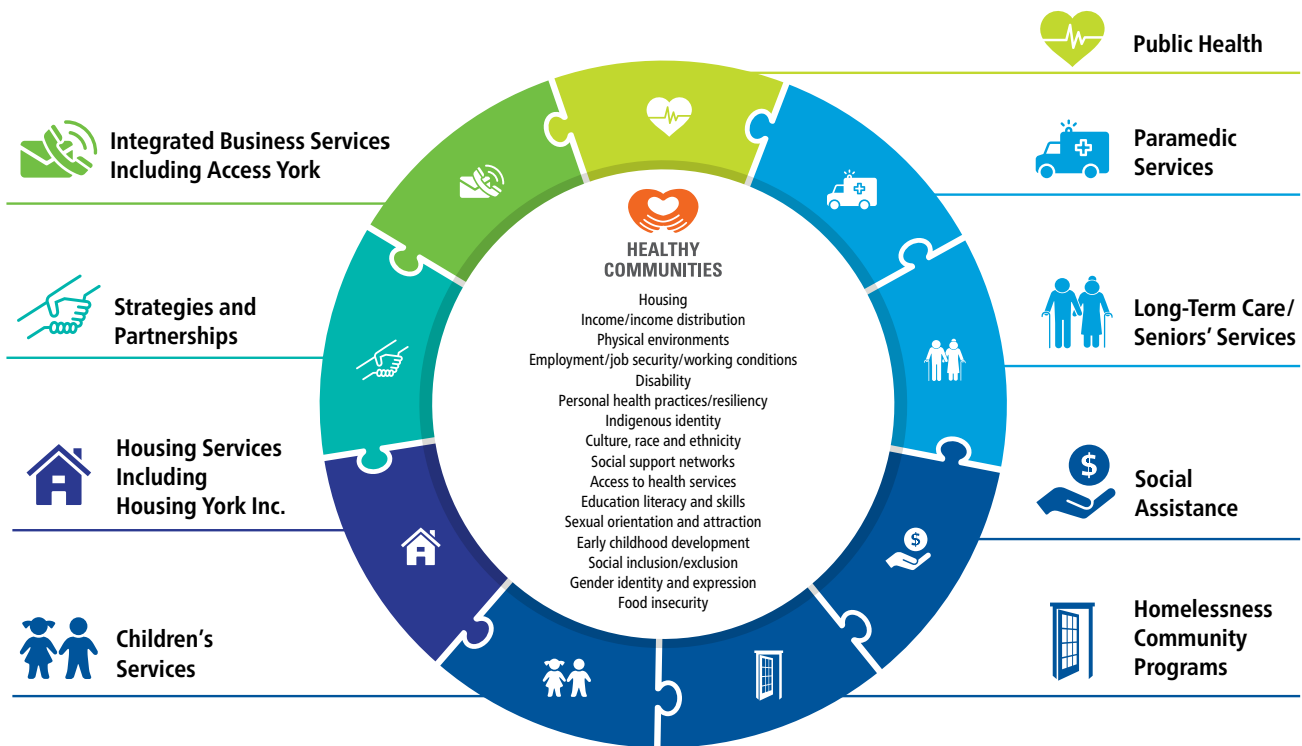
CHS supports Council's [Vision](#) of strong, caring and safe communities and the [2023 to 2027 Strategic Plan: From Vision to Results](#) priority to support community well-being. This is advanced under the Healthy Communities area of focus by:

- Protecting and promoting residents' well-being
- Supporting safe communities
- Sustaining and increasing affordable housing choices



CHS raises public awareness, engages multi-sector partners, and advocates for policy and program improvements at the provincial and federal levels. The Region is one partner in the broader human services system. Federal and provincial governments, the nine local municipalities, and community partners all play vital roles in supporting thriving communities by providing services that positively impact individuals’ social determinants of health.

CHS SERVICE AREAS AND THE SOCIAL DETERMINANTS OF HEALTH THEY INFLUENCE



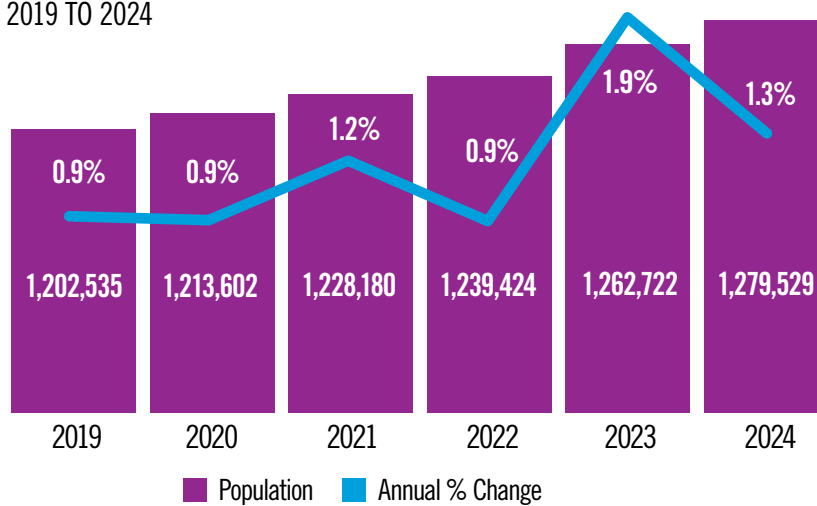
SECTION 1: POPULATION & SOCIO-DEMOGRAPHIC TRENDS

York Region's population is growing, reaching 1.28 million residents in 2024

York Region is the fourth fastest growing municipality in the Greater Toronto and Hamilton Area (GTHA). In 2024, York Region grew by almost 17,000 residents or 1.3% but remained below the Ontario average of 3.2%. By 2051, York Region's population is expected to exceed two million.³

ANNUAL POPULATION GROWTH IN YORK REGION

2019 TO 2024

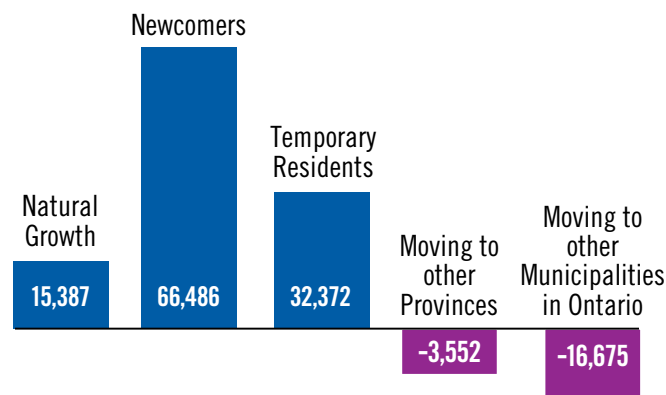


Source: York Region, Corporate Services, Economic and Development Services Branch

Newcomers are driving population growth and enriching cultural diversity

YORK REGION POPULATION GROWTH FROM DIFFERENT SOURCES

2019 TO 2024



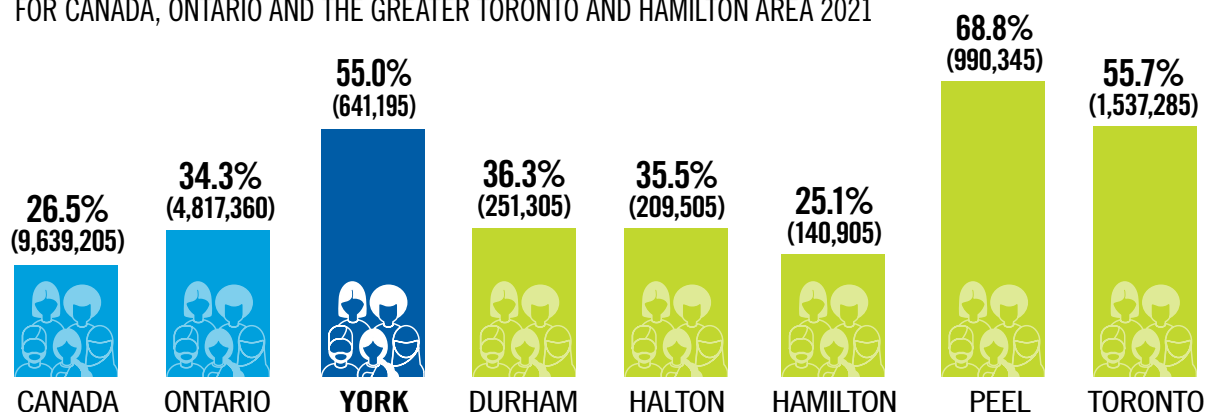
Source: Statistics Canada. Table 17-10-0153-01
Components of population change by census division,
2021 boundaries 2024 data

From 2019 to 2024, over 66,000 newcomers moved to York Region, representing approximately 71% of population growth⁴. Newcomers bring talent and skills to our communities, creating jobs, filling labour gaps and supporting services and economic growth through labour force participation.

During this period, York Region welcomed over 32,000 temporary residents, including international students and foreign workers, the highest number ever recorded⁵. Like other municipalities across Ontario, there is an increase in asylum claimants seeking residence in York Region, resulting in unprecedented growth in unplanned migration since 2022.

PROPORTION OF POPULATION THAT SELF-IDENTIFY AS A VISIBLE MINORITY

FOR CANADA, ONTARIO AND THE GREATER TORONTO AND HAMILTON AREA 2021



Source: Statistics Canada. 2021 Census of Population

Recent federal policy changes will impact funding for newcomer services

The Government of Canada’s Immigration Levels Plan influences the arrival of newcomers, with nearly 4% of all permanent residents choosing York Region over the past decade.

The federal government in its [2025-2027 Immigration Levels Plan](#) will reduce permanent resident targets starting in 2025. This reduction will lower funding for settlement services and could place service pressures on newcomers supports provided by the Region and partners.

The federal government also plans to decrease temporary residents to 5% of the population over the next three years, affecting sectors like agriculture, manufacturing, food processing, and accommodations due to potential labour shortages.

While overall population continues to increase, more residents are leaving York Region for other areas of Ontario and Canada than before

A growing number of residents between the ages of 15 and 35 are leaving York Region for other places in Ontario and Canada.⁶ This trend may be in part influenced by York Region’s rising cost of living and contributes to a growing proportion of seniors.

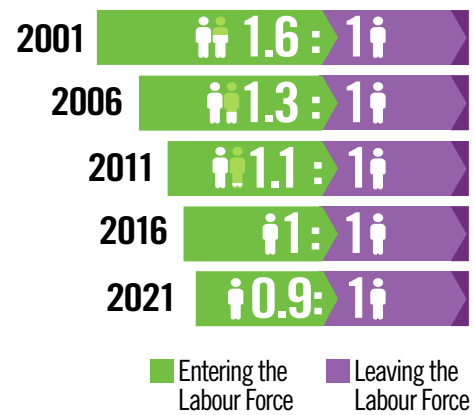
With more younger residents considering leaving, it may become more difficult to fill jobs left by retirees. Approximately one in four residents are approaching retirement age and there are more people leaving the labour force than entering.⁷

York Region’s population is aging and residents are living longer

Advances in healthcare, better living conditions, and healthier lifestyles are increasing life expectancy in Canada, leading to a higher proportion of older residents. There are now more seniors over 65 than

YORK REGION LABOUR FORCE REPLACEMENT RATIO

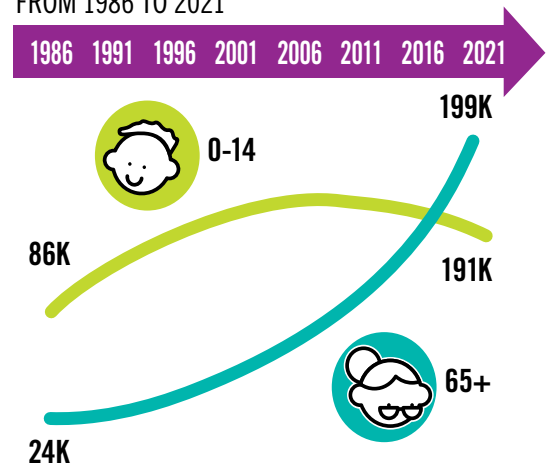
2001 TO 2021



Source: Statistics Canada. 2021 Census of Population

NUMBER OF SENIORS AND CHILDREN IN YORK REGION

GROWTH IN CHILDREN (0 TO 14) AND SENIORS (65+) FROM 1986 TO 2021



Source: Statistics Canada. 2021 Census of Population

children under 14 in York Region.⁸ By 2051, seniors are expected to make up 24% of the population. This is an increase of 143% when compared to 2021.⁹

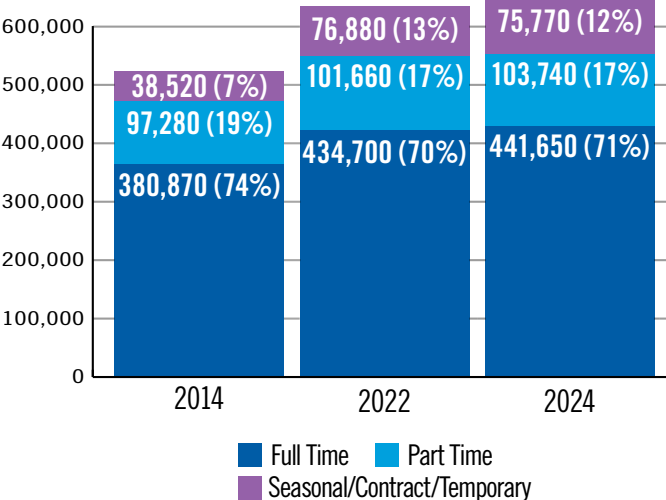
While many seniors remain healthy, active and connected to their communities, as seniors age, they may require more comprehensive supports across a broad continuum of health and social care to age in the right place for their needs, circumstances and preferences.

Job growth is steady across many sectors but a rise in contract-based, seasonal, and temporary employment can result in economic precarity

In 2024, York Region recorded strong employment growth in Health Care and Social Services, Construction, and Arts, Entertainment and Recreation sectors. However, industries like Administrative and Support Services, Real Estate, Rental and Leasing, and Information and Cultural Industries are facing challenges due to inflation, housing affordability, high interest rates, and geopolitical policies.¹⁰

In York Region, contract-based, seasonal, and temporary employment has seen significant growth over the past decade, with an increase of 97%. The number of jobs in this category rose from 38,520 in 2014 to 75,770 in 2024, adding an additional 37,250 jobs to this category.¹¹

EMPLOYMENT BY TYPE OF WORKER, YORK REGION
2018, 2022, 2024



Source: York Region, Corporate Services, Economic and Development Services Branch, 2024 York Region Employment Survey

Newcomers, racialized groups, youth, women and seniors are more likely to enter the “gig economy”. The “Gig economy” or “gig work” is a form of employment characterized by short-term jobs or tasks which do not guarantee steady work and where the worker must take specific actions to stay employed.¹² These forms of employment offer flexibility, however, gig work can negatively impact mental and physical health.¹³ The precarious nature of gig jobs can also lead to instability.

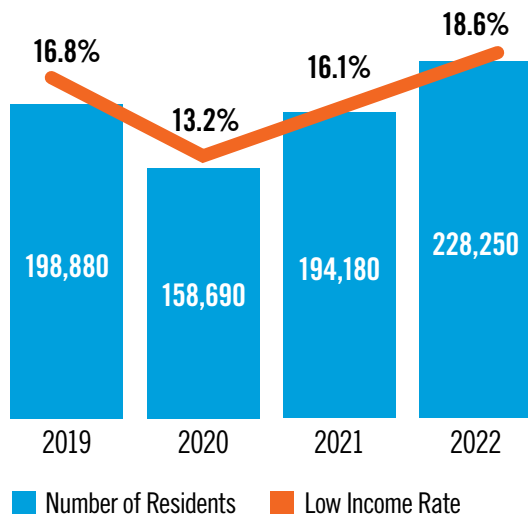
Unemployment rates in York Region are rising, increasing from 4.2% in early 2023 to 8.1% in late 2024, and up from 4.7% in 2019.¹⁴

More residents are experiencing low-income

A person is in low-income when their family income is below the thresholds associated with their family size. Latest data from 2022, shows 18.6% of York Region residents (228,250)

are living below the low-income threshold, surpassing pre-pandemic level of 16.8% (198,880) in 2019.¹⁵

LOW-INCOME TRENDS IN YORK REGION 2019 TO 2022

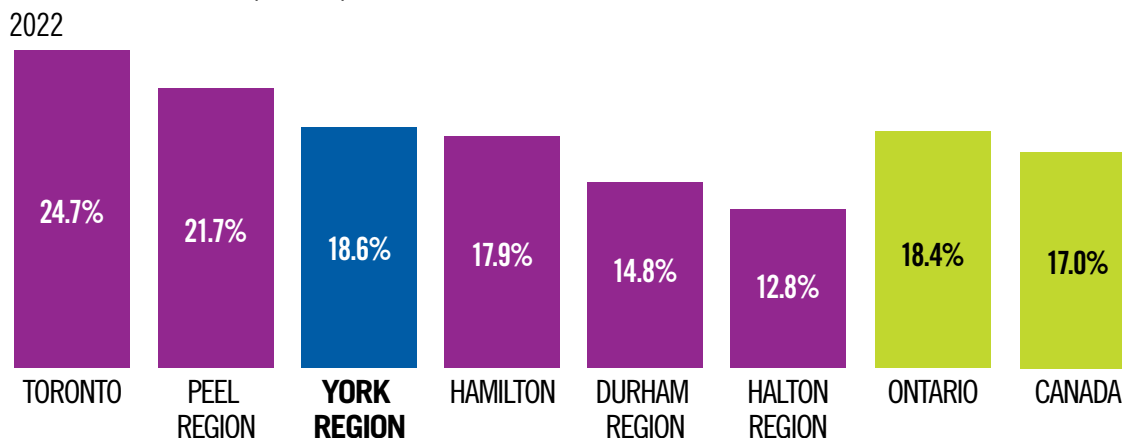


Source: Statistics Canada, T1 Family File and York Region, Strategies and Partnership calculations

- 18% of children under 18 years of age live in low-income families; the highest since 2014
- 24.6% of Seniors are living in low-income, down from 26% in 2021

For a single person, in 2022 the low-income threshold was \$25,418 and for a family of four it was \$50,836.¹⁶ These residents are among the most vulnerable, including people who rely on social assistance or housing subsidies, and people at risk of or experiencing homelessness, living with disabilities and/or experiencing mental health challenges. Among low-income residents, 33.1% are employed but earned too little to lift them out of poverty.¹⁷

LOW INCOME RATE, GTHA, ONTARIO AND CANADA 2022



Source: Statistics Canada, T1 Family File and York Region, Strategies and Partnership Branch calculations

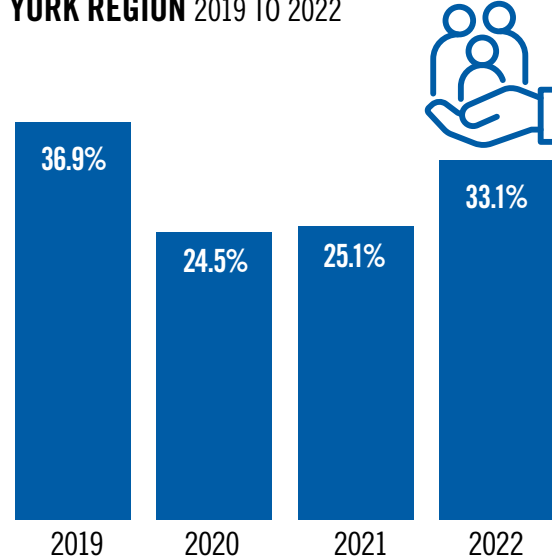


LOW INCOME THRESHOLDS 2022

NUMBER OF FAMILY MEMBERS	LOW INCOME THRESHOLDS
1	\$25,418
2	\$35,946
3	\$44,025
4	\$50,836
5	\$56,836
6	\$62,261
7	\$67,250
8	\$71,893

Source: Statistics Canada. Technical Reference Guide for T1 Family File, 2022

PERCENT OF LOW INCOME RESIDENTS WHO ARE WORKING POOR, YORK REGION 2019 TO 2022

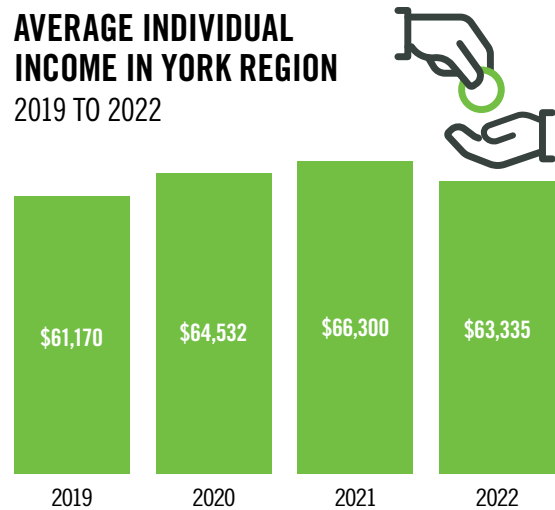


Source: Statistics Canada, T1 Family File, Custom tabulation

Average total income of York Region residents is decreasing

Residents' average total individual income, when adjusted for inflation, fell by 4.5% from 2021 levels (\$66,300) to \$63,335 in 2022.¹⁸ This downward trend may in part be caused by historically high inflation rates, the end of pandemic-related benefits including Canadian Emergency Response Benefit, Canada Recovery Benefit, Canada Recovery Caregiver Benefit, among others, and the rollback of special adjustments to Employment Insurance (EI) program.

AVERAGE INDIVIDUAL INCOME IN YORK REGION 2019 TO 2022



Source: Statistics Canada, T1 Family File and York Region, Strategies and Partnership Branch calculations

Decreasing income security impacts residents' ability to afford basic needs

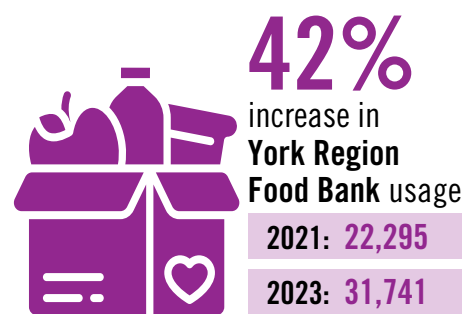
Income security refers to the level of income that ensures basic consumption needs can be met and influences overall well-being. It is the actual, perceived and expected income earned, and income received from government and nongovernmental programs and services aimed at poverty reduction, social assistance, affordability strategies, and housing stabilization supports.

Income is a key factor in food access and affordability

Food insecurity is a growing concern in York Region, alongside rising cost of living. In 2023, an estimated 19.4% of York Region households experienced food insecurity, increasing from 15.5% over the span of 2021 to 2022.¹⁹

Food insecurity refers to inadequate or uncertain access to food, and/or sufficient quality of food due to financial constraints. Challenges accessing food vary from inability to afford meals, to settling for less nutritious options, to going without food on the table.

Food insecurity is not about a lack of food, it is about a lack of income to afford food.



Source: Food Bank of York Region, Report on Food Insecurity, 2021 and 2023

DID YOU KNOW?

Every Year, the Region conducts the Nutritional Food Basket (NFB) survey to determine whether people living on social assistance or minimum wage can afford to pay for rent and maintain a healthy diet.

[Food Insecurity is York Region: The 2023 Nutritious Food Basket](#) report provides an analysis of findings and calls attention to income as a key factor in food access and affordability. An updated report will be released in 2025.

For a family of four, the monthly cost of food is approximately \$1,219.20.²⁰ This represents 44% of income for a family of four that relies on Ontario Works. Improved financial conditions are needed for people experiencing or at risk of food insecurity, including programs and policies aimed at living wage, basic income, increased social assistance rates and alleviating affordability pressures.

In Ontario, food bank usage increased by 38% from April 2022 to March 2023. This marked the seventh consecutive, and the largest single-year increase recorded by the Ontario food bank network.²¹ Food banks

play a role in providing short-term relief but alone cannot solve food insecurity in sustainable ways. Similarly, food education programs help, but research shows people experiencing food insecurity are often already applying resourceful strategies to stretch food supply on a limited budget.²²

People living in food-insecure households have greater risk of adverse health effects including heart disease, high blood pressure, poor dental health, depression, and mood and anxiety disorder.²³



York Region is experiencing a housing affordability crisis

In Canada, housing is considered “affordable” if it costs less than 30% of a household’s before-tax income. Just over a quarter of homeowners (26.9% or 86,449) and just under half of renters (46.7% or 32,485) in York Region are spending 30% or more of their income on shelter costs. These proportions are the highest in Ontario.²⁴

York Region has not met its affordability targets for six consecutive years. Among all new housing units built in 2023, 85% (7,469) were ownership units and only 15% (1,271) were rental; including private market, Housing York Inc. and registered additional dwelling unit types. No affordable ownership units were built in 2023, but all rental units built (1,271) were classified as affordable.²⁵

York Region residents hold high mortgage and consumer debt

In 2023, York Region residents held the highest mortgage (\$731,517) and consumer debt (\$82,133) across the GTHA. The average York Region household owed \$3.13 for every dollar of disposable income.²⁶

In 2023, Bank of Canada raised interest rates three times, the highest in over two decades, before cutting rates in 2024. Many households face a

heavy debt burden to maintain their homes. Canada Mortgage and Housing Corporation (CMHC) reports that approximately 1.2 million mortgages are set to be renewed nationally between 2024-2025, with 85% approved when interest rates were at or below one percent.²⁷ This could leave some households at risk of being unable to afford their homes.

GTHA HOMEOWNERS AND RENTERS SPENDING 30% OR MORE OF HOUSEHOLD INCOME ON HOUSING 2021

	OWNERS	RENTERS
York	26.9%	46.7%
Toronto	25.5%	39.5%
Peel	25.7%	37.9%
Halton	18.7%	43.9%
Hamilton	15.8%	37.1%
Durham	18.7%	40.4%

Source: Statistics Canada. 2021 Census of Population

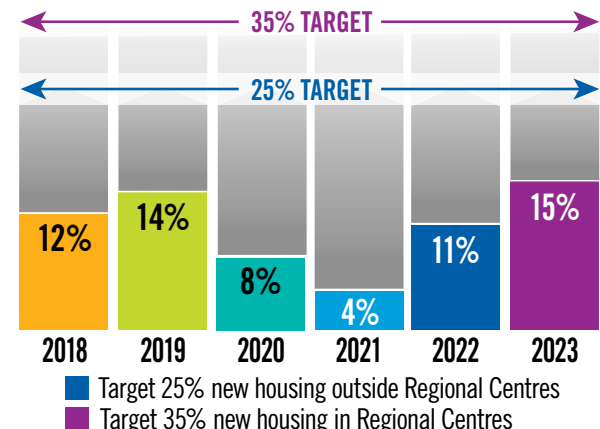
AVERAGE MORTGAGE AND CONSUMER DEBT, GTHA 2023

	AVERAGE MORTGAGE	AVERAGE CONSUMER DEBT
Durham, ON (RM)	\$518,002	\$67,009
Halton, ON (RM)	\$699,414	\$82,058
Hamilton, ON (CDR)	\$448,654	\$50,705
Peel, ON (RM)	\$582,959	\$65,634
Toronto, ON (CDR)	\$558,244	\$48,960
York, ON (RM)	\$731,517	\$82,133
Ontario	\$465,207	\$55,876

Source: Environics Analytics, 2023 WealthScapes Financial Database



PERCENT OF NEW UNITS BUILT IN YORK REGION THAT ARE AFFORDABLE 2018 TO 2023



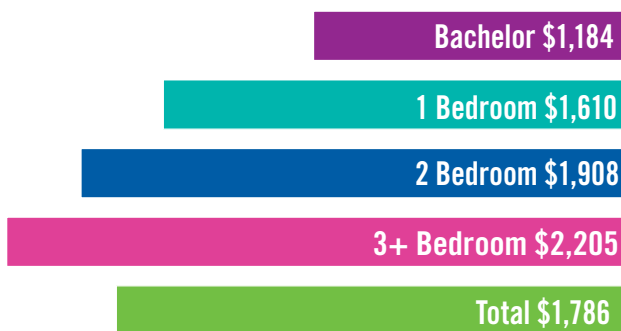
Source: Affordable Housing in York Region: 2023 Measuring and Monitoring Report

There is a lack of purpose-built rental options in York Region

At the end of 2024, the average vacancy rate in York Region’s purpose-built rental market was 2.3%²⁸, below the 3% to 5% vacancy rate necessary for a healthy rental market.²⁹ The average rent for a purpose-built bachelor unit in 2024 was \$1,184 per month.³⁰

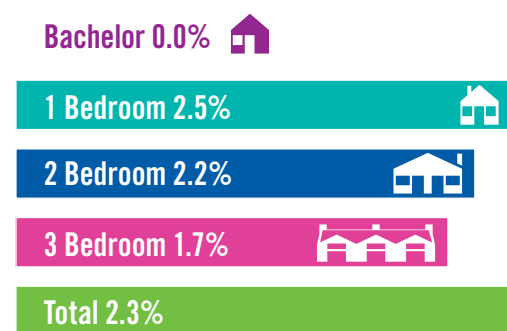


PRIVATE APARTMENT AVERAGE RENTS, YORK REGION 2024



Source: CMHC, Rental Market Report, 2024

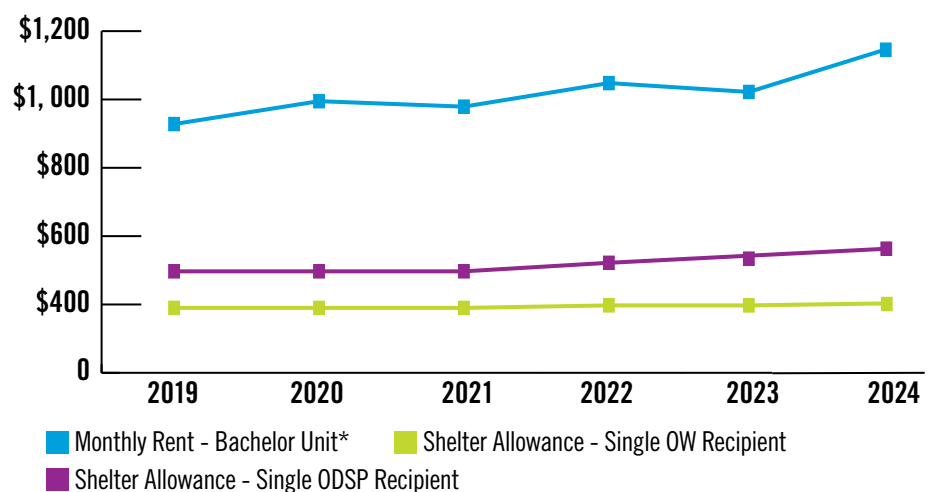
PRIVATE APARTMENT VACANCY RATES, YORK REGION 2024



Source: CMHC, Rental Market Report, 2024

Almost all renters in York Region rely on the secondary rental market, such as privately owned rented homes and condominiums. This offers less security and affordability compared to purpose-built rentals. Residents living alone in receipt of Ontario Works or Ontario Disability Support Program find it especially challenging to find affordable options.

YORK REGION MONTHLY SHELTER RATES FOR SOCIAL ASSISTANCE RECIPIENTS COMPARED TO AVERAGE BACHELOR RENTS 2019 TO 2023

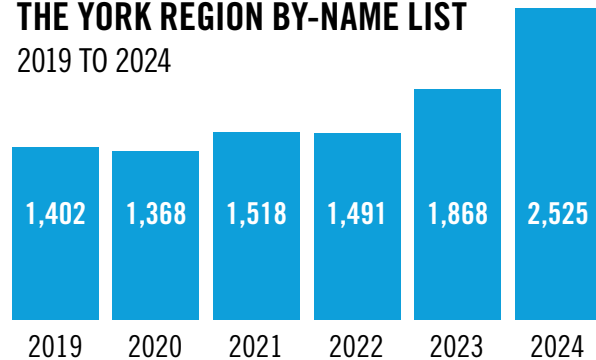


Source: CMHC Rental Market Reports 2020-2024, York Region Zones 25-27

Homelessness is on the rise in York Region

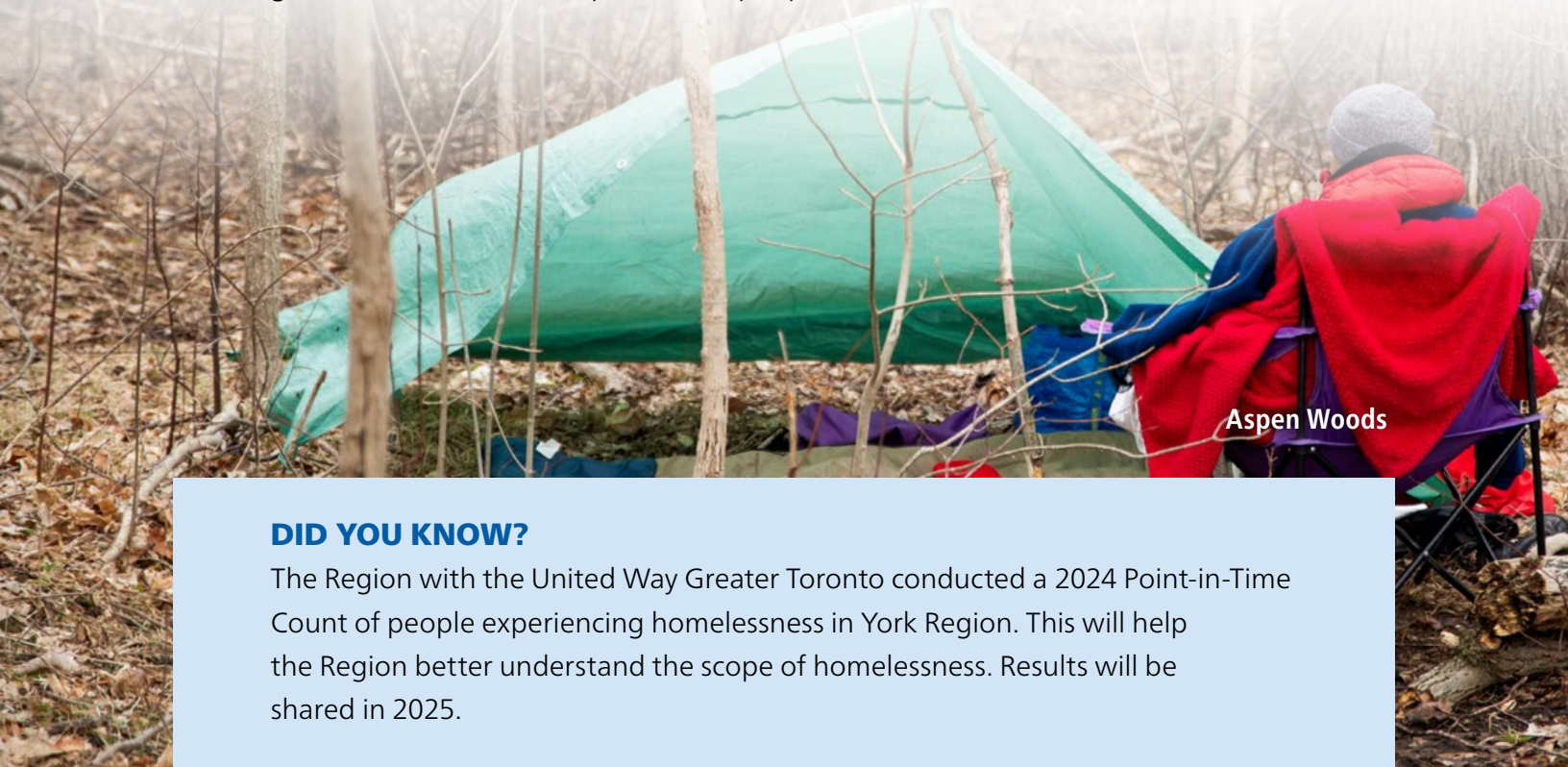
Existing emergency and transitional housing facilities in York Region regularly operate at or near capacity and have been impacted by growth in asylum seekers since 2022. The average length of stay in emergency housing almost doubled from 2019 to 2024 increasing from 26.5 to 51.7 days. In addition, the number of known encampment locations increased, from 62 to 361 between 2021 and 2024. Research indicates that about 80% of homelessness is “hidden,” making it challenging to determine exact rates of homelessness in communities.³¹

NUMBER OF UNIQUE CLIENTS ON THE YORK REGION BY-NAME LIST 2019 TO 2024



Source: York Region, Community and Health Services, Social Services Branch, Homeless Individuals and Families Information System, v4 as of February 4, 2025

Homelessness has significant, long-lasting impacts on health and well-being, particularly for those experiencing chronic homelessness. This includes crowded shelters, exposure to extreme weather, difficulty in accessing treatment and following recommended care. People who experience homelessness may be more likely to use hospital emergency departments and have a greater risk of death compared with people that are housed.



DID YOU KNOW?

The Region with the United Way Greater Toronto conducted a 2024 Point-in-Time Count of people experiencing homelessness in York Region. This will help the Region better understand the scope of homelessness. Results will be shared in 2025.

Mental health and well-being challenges are growing

York Region’s population reporting their mental health as either “very good” or “excellent” has decreased from 70.8% in 2015 to 58.4% in 2021. This decline was most notable among females and older residents and may have been triggered or worsened by the effects of the COVID-19 pandemic.³²

BETWEEN 2020 TO 2023



Source: York Regional Police, 2023



Source: York Region. Community and Health Services Department, Paramedic and Seniors Services Branch, 2023

Opioid use in York Region has been increasing over the last 10 years³³

In 2023, 83 opioid-related deaths were reported in York Region, an increase of 38% compared to 2022 where there were 60 opioid related deaths.³⁴ From 2018 to 2023, York Region Paramedic Services' calls related to suspected opioid overdose increased from 41 to 152 (271%).

Increasing rates of opioid use are emerging among secondary school students in York Region. In 2023, 19.1% of York Region secondary school students self-reported non-medical use of prescription opioids in the last 12 months, compared to 10% in 2017.³⁵

ALCOHOL, CANNABIS, E-CIGARETTES AND PRESCRIPTION OPIOIDS USE BY SECONDARY STUDENTS, YORK REGION

2017 TO 2023

	2017	2023
Secondary students used cannabis in the last 12 months	21.9%	14.6%
Secondary students vaped in the last 12 months	11.1%	12.4%
Secondary students used alcohol in the last 12 months	50.2%	34.6%
Secondary students used prescription opioids non-medically in the last 12 months	10.0%	19.1%

Source: York Region Public Health. Ontario Student Drug Use and Health Survey 2017 to 2023

Intimate partner violence, hate crime and hate incidents are on the rise

York Regional Police reports that criminal incidents of family violence increased by 25% and criminal incidents of intimate partner violence increased by 31%, between 2022 and 2023.³⁶ These rates have been increasing over the past five years.

York Regional Police crime data reports that there were 293 hate crimes reported in 2023 compared to 277 in 2022.³⁷



SECTION 2: COMMUNITY AND HEALTH SERVICES IMPACT - BUILDING HEALTHIER, MORE ENGAGED AND INCLUSIVE COMMUNITIES

Through collective impact initiatives the Region is responding to newcomers' needs

Settlement and inclusion of newcomers requires a coordinated effort by community partners and all levels of government.

Newcomers bring education, skills and experience, but they are at risk of declining physical and mental health due to socio-economic challenges associated with immigration and settlement.³⁸

It takes at least five years for immigrants who are university-educated and six years for skilled worker immigrants in York Region to bridge the income gap with their Canadian-born counterparts placing them at risk of economic precarity and associated impacts to mental health.³⁹



Since 2009, the Region has led a [Local Immigration Partnership](#), a federally funded initiative to support newcomer settlement and inclusion. Council approved [A Place to Thrive: York Region's 2024 to 2027 Plan for Newcomer Inclusion](#) that outlines collective actions for the Region and community partners to make York Region a welcoming place where everyone can thrive.



2024 HIGHLIGHTS OF PLAN FOR NEWCOMER INCLUSION

1,859 Downloads of York Region Newcomer Guide

45+ Community partners engaged on collective actions

30+ Organizations involved in Welcoming Week

Source: York Region, Community and Health Services Department, York Region Local Immigration Partnership, 2024

In its first year of implementation, the Plan for Newcomer Inclusion is supporting [newcomer service navigation](#) by planning a “Welcoming Week” celebration supporting settlement needs of diverse newcomers. Progress on the Plan for Newcomer Inclusion will be presented to Council in 2025.

The Region is supporting asylum seekers looking for refuge in our communities

The Region continues to provide emergency housing as part of the asylum seeker response. Since opening in October 2023, 387 unique people were supported through the Asylum seeker hotel program and 250 unique people were housed (private market, subsidized, supportive).⁴⁰

The Region is part of a Working Group established by federal and provincial governments, the City of Toronto and other GTHA partners to develop a strategy to support asylum seekers.

DID YOU KNOW?

Through the [Inclusion Charter for York Region](#) the Region is committed to a welcoming and inclusive community where diversity is celebrated and everyone can develop to their full potential, practice freely in society and live with respect, dignity and freedom from discrimination.

The Region is a proud member and co-chair of the [Municipal Diversity and Inclusion Group \(MDIG\)](#). In collaboration with MDIG, the Region developed an [Inclusive Language Guide](#), and promotes the #EndHateYR Campaign.

Services are adapting to meet the needs of seniors to “age in the right place”

As the number of seniors in York Region increases, so too does the need for affordable and supportive housing, accessible home and community care services, long-term care beds, active living programs, community and health supports, and emergency services.⁴¹

The Council approved [2024 to 2027 York Region Plan to Support Seniors](#) addresses system challenges and opportunities for joint advocacy and collaboration to enhance the health and well-being of our growing and diverse seniors’ population.

Education and training are vital tools in the Plan to Support Seniors to equip seniors, caregivers and those who partner in their care with enhanced understanding of resources and supports available. Information and training is provided through the Psychogeriatric Resource Consultant program, Healthy Aging and Healthy Built Environment programs, Community Housing Financial Empowerment Workshop Series, Retiring on Low Income Workshops, and presentations through coordinated outreach and engagements.



YORK REGION PUBLIC HEALTH SENIORS DENTAL PROGRAM, 2024

1,456 Unique clients served
4,776 Appointments completed

Source: York Region, Community and Health Services Department, Paramedic and Seniors Services Branch, 2024

The dental services program for seniors improves quality of life, decreases pain resulting from oral infection and ultimately, leads to decreased emergency visits.

Five adult day programs are offered across Maple and Keswick sites that provide supervised activities and enrichments for people with age-related illnesses, aphasia, cognitive impairment or acquired brain injury, supporting 256 people in 2024. These programs provide caregivers needed respite and enable those they support to remain in their homes for as long as possible.



Newmarket Health Centre

DID YOU KNOW?

The Unionville Commons Seniors Hub, a service hub on the ground floor of [Unionville Commons](#) in the City of Markham, is approximately 11,000 square feet and will offer inclusive and accessible seniors-focused programs and services aligned with the 2023 Needs Assessment for seniors living in Unionville Commons and surrounding communities. The Unionville Commons Seniors Hub aims to create a sense of community and to help seniors age in the right place.

Construction of the Seniors Hub is scheduled to begin in 2025 and it is expected to open its doors in 2026.

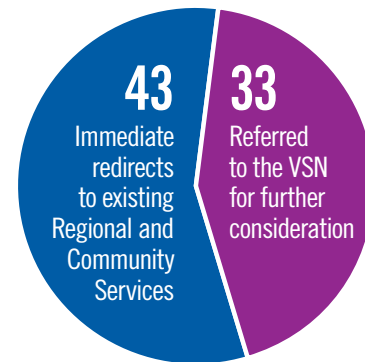
A permanent program since January 2024, Vulnerable Seniors Network (VSN) is an internal response table to stabilize vulnerable senior clients through needs-based solutions and harm reduction. VSN mitigates costly interventions such as calls to 911 and/or emergency department visits. In 2024, there was a 95% reduction in 911 calls for paramedics and 59% for police among seniors referred to VSN in the three months post-intervention.

The Region operates two long-term care homes, the [Newmarket Health Centre and Maple Health Centre](#), offering a total of 232 beds. Residents receive 24-hour nursing and personal care, help with daily living and on-site supervision and monitoring to protect their health, safety and well-being. In July 2024, there were 29 long-term care homes and an estimated 4,044 licensed long-term care beds across York Region.

To maintain compliance with the *Fixing Long-Term Care Act, 2021*, average direct care hours must be increased to four hours per resident per day by March 31, 2025. With Provincial and Regional investments, the Region's Homes are on track to meet the legislated hours of care system target.

The Region is one of many service providers supporting seniors in the health care system. Addressing current and future needs requires collaborative planning, intervention, and evidence-based innovation with all levels of government, local municipalities, community partners, and the private sector.

IN 2024, VSN RECEIVED 76 INQUIRIES ABOUT SENIORS' SERVICES



Source: York Region, Community and Health Services Department, Paramedic and Seniors Services Branch, 2024

Innovative initiatives such as community paramedicine programs are responding to increased 911 call demand

911 call demand continues to increase faster than the rate of population growth, driven mainly by the Region’s aging population. In 2023, paramedics responded to 92,473 incidents.

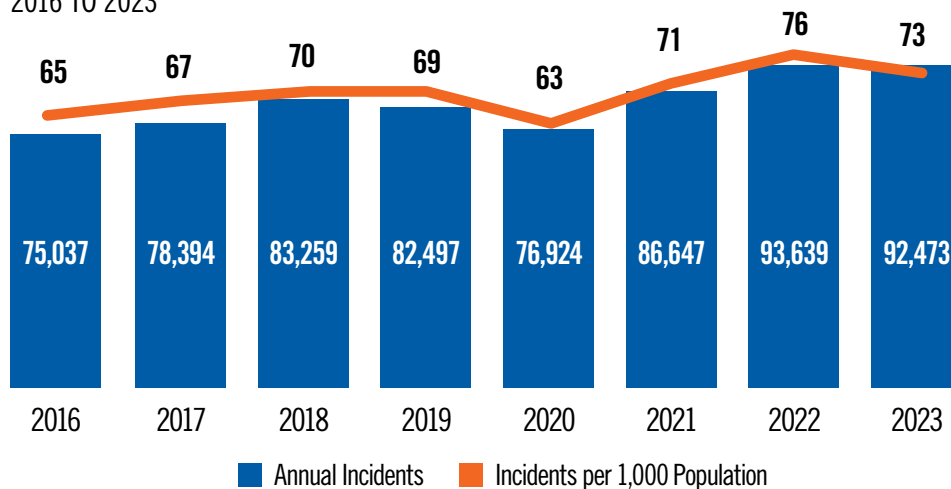
By 2031, paramedics are forecasted to respond to 163,606 incidents, an average annual increase of 6.8%. This rise and more complex medical and mental health needs impact the system’s capacity.

Strategic planning for community needs is delivered through the [York Region Paramedic Services Master Plan 2021 – 2031](#). In 2023, York Region Paramedic Services surpassed all six response time targets.

The Paramedic Services Master Plan identifies opportunities to mitigate costs and find innovative solutions to support system capacity, such as community paramedicine. The [Community Paramedicine for Long-Term Care initiative](#) aims to reduce frequency of 911 calls from seniors. CP@Clinic is run out of subsidized seniors’ housing locations with high 911 calls.

YORK REGION PARAMEDIC CALL VOLUME TOTAL AND PER 1,000 RESIDENTS

2016 TO 2023

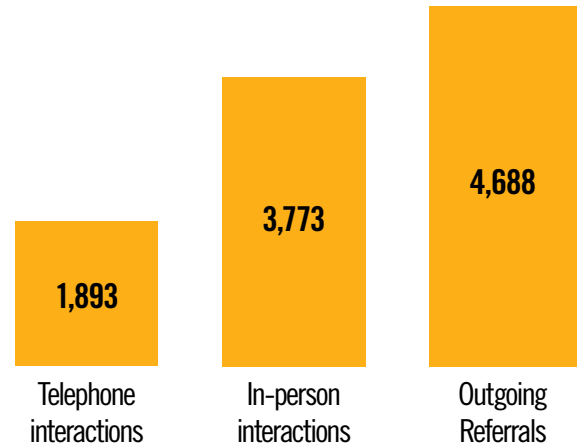


Source: York Region, Community and Health Services Department, Paramedic and Seniors Services Branch, 2024

[Improving Patient Access to Care in the Community](#) introduced in April 2024, ensures paramedics have expanded skills to attend to patients, and reduce Emergency Room visits for 911 calls that do not require emergency care. York Region Paramedic Services is currently the only service with this pioneering initiative. Early results are promising, with about 57% of eligible patients being discharged at the scene (e.g., home) with care plans.

From January to October 2024, Emergency Department/911 Diversions from Community Paramedicine totaled 682. Expanding initiatives that increase capacity for 911 dispatch to divert calls to the most appropriate resource, to reduce the demand for ambulance response, remains a key priority for York Region Paramedic Services.

DEMAND FOR COMMUNITY PARAMEDICINE IN YORK REGION 2024



Source: York Region, Community and Health Services Department, Paramedic and Seniors Services Branch, 2024

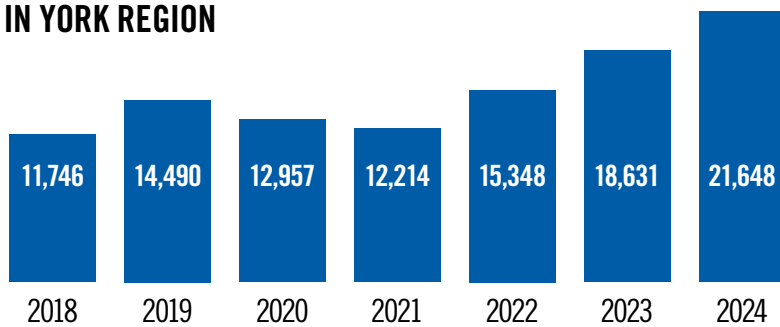


The Region is continuing to support a growing social assistance caseload

For people living on low income, out of work or with no other means of support, the Region administers the provincial Ontario Works program which provides life stability case management and financial supports for basic needs and shelter.

Ontario Works is intended to help people return to employment, but many face barriers such as unmanaged mental health concerns, addiction, recent history of violence or displacement, English

NUMBER OF PEOPLE RECEIVING ONTARIO WORKS IN YORK REGION



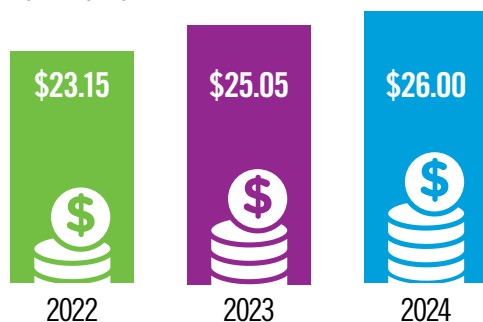
Data is provided to December 31st for each year

Source: York Region, Community and Health Services Department, Social Services Branch, 2024.

as a Second Language, or lack of recent work history. This is resulting in increases in the number of people applying to and receiving Ontario Works. In York Region, the number of people receiving Ontario Works support increased by 84% (from 11,746 people on December 31st, 2018, to 21,648 people on December 31st, 2024).

To afford adequate basic needs and housing, an individual in York Region should earn a living wage.⁴² Ontario Works financial benefit rates for basic needs and shelter have not been adjusted since 2018, leading to food insecurity and homelessness.

LIVING WAGE RATES IN YORK REGION 2022 TO 2024



Source: Ontario Living Wage Network.

Updated 2024 Living Wage Rates, 2024

The provincial government continues to implement a new plan for social assistance delivery. Regional staff delivering Ontario Works provide wraparound support to help people achieve their employment goals. This includes supporting clients by helping them access childcare, health services, and programs to build financial literacy, emergency financial help and subsidized transit.

The Region's Social Assistance program also offers supports such as tax filing to residents receiving Ontario Works. As of July 2024, the program had assisted 469 customers with 674 years' worth of tax returns, amounting to an estimated \$3.39 million in refunds and ongoing benefits.

To reduce caseload pressure, and enable residents to contact their caseworker directly and upload documents, the Region is promoting the Province’s MyBenefits, an online service available 24/7 to Ontario residents who receive Ontario Works or Ontario Disability Support Program.

[MyBenefits](#) makes it faster, easier and more convenient to securely access information on any device. As of July 2024, 84% of Ontario Works customers in York Region signed up for MyBenefits.

The Region continues to advocate to the provincial government for higher Ontario Works benefit rates, such as to increase and index Ontario Works rates with inflation to meet life’s basic needs.

Efforts are underway to promote income support initiatives to tackle food insecurity

With a focus on food security system development, the Region is supporting a sustainable and integrated system to meet the needs of residents struggling to access food. In 2024, [York Region's Community Investment Fund](#) (CIF) funded 9 projects targeted to support food access to over 19,000 residents.

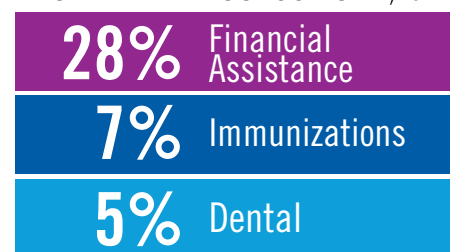
Approximately \$1 million has been invested over the past two years by CIF to strengthen local emergency food providers and improve food access, including funding for small capital purchases, such as fridges and freezers, shelving and food transport and other operating expenses. Funding also supported development of online resources to help residents find food supports and services and to help local food banks and pantries respond to residents’ immediate needs.

York Region Public Health raises awareness of food insecurity through education and knowledge-building events.

From November 2023 to August 2024, 293 people have been consulted on a York Region Food Charter to make income a central focus for realizing food security in York Region. It is important to continue advocating to senior levels of government to prioritize the implementation of living wage and basic income policies, and to include the reduction of food insecurity as an outcome of all relevant government policies.



TOP CATEGORY OF INQUIRY RECEIVED BY ACCESS YORK, 2024



Source: York Region, Community and Health Services Department, Integrated Business Services Branch, 2024



144 Individuals Reached Through York Region Public Health’s Food and Security Events

Source: York Region, Community and Health Services Department, Public Health Branch, 2024

Actions to address increased demand for subsidized housing are being implemented

The Region’s subsidized housing wait list continues to grow. In 2024, about 4,500 new applications were added, while 436 households were housed.

Most housing subsidies support households to lower shelter costs to 30% of their income through a rent reduction or benefit. The number of households in York Region receiving support through rent subsidies increased by about 26% from 2019 to 2024, from 5,240 to 6,589.

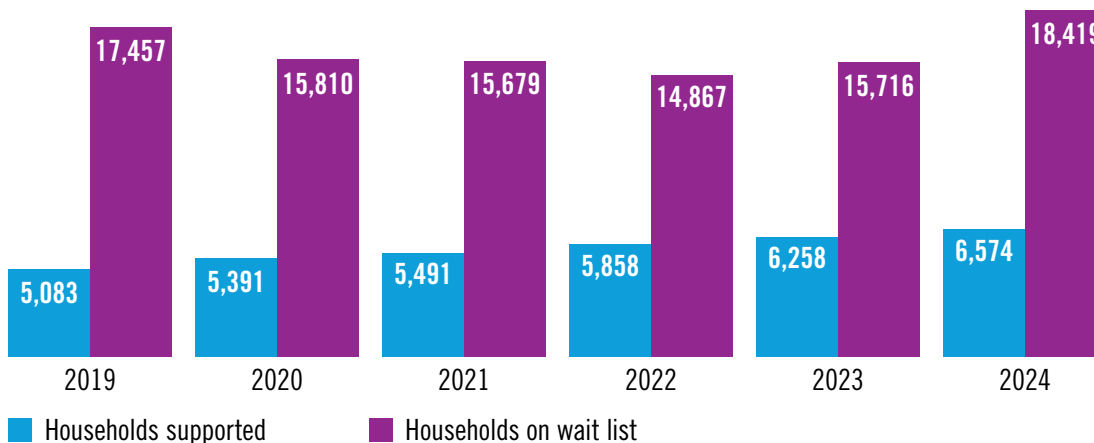
In 2024, 247 (57%) households accepted a subsidized or rent supplement unit from a community housing provider, while 189 (43%) accepted portable rent benefits including the Canada-Ontario Housing Benefit (COHB). COHB has contributed to the Region’s ability

to address affordability needs of wait list applicants. Since its launch in 2020, the Region has supported more than 1,300 households to access COHB.

Under the *Housing Services Act, 2011*, as a Service Manager, the Region is required to provide priority status on the subsidized housing wait list to survivors of domestic abuse and human trafficking.

Over half of Special Priority applications are approved each year, but only a small number are offered housing due to low turnover rates at community housing sites. To address this, the Region also prioritizes Special Priority applicants for COHB. On average the Region has housed 78 Special Priority applicants annually since 2019.

YORK REGION'S SUBSIDIZED HOUSING WAIT LIST AND HOUSEHOLDS SUPPORTED



Source: York Region, Community and Health Services Department, Housing Services Branch, 2024

The Region is working with partners to increase and sustain community housing supply to help residents struggling with housing

York Region’s [10-Year Housing and Homelessness Plan](#) provides a roadmap for the Region, working with other levels of government and community partners, to address housing needs, support complete communities and promote economic development and social inclusion.

Increasing community housing supply remains a key priority.

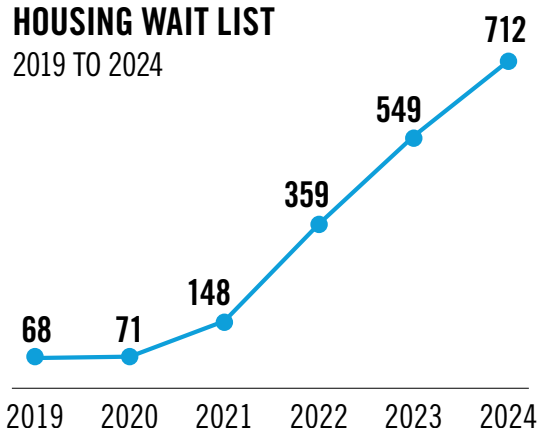
Sustaining existing community housing supply is equally important. The community housing system is comprised of 43 housing providers – non-profits, co-operatives and Housing York Inc. (HYI), the Region’s local housing corporation.

Investments from senior levels of government are critical to advancing and sustaining projects as are innovations to update and create new granting programs and service agreements that right size funding to maximize lifespan of existing supply.

A Council report in October 2024 outlined [Actions to Increase Affordable and Community Housing Supply Under the Next 10-Year Housing and Homelessness Plan](#). Staff will continue to engage Council as development of the next 10-Year Housing and Homelessness Plan is underway, including through future meetings of the Housing Affordability Task Force.

SPECIAL PRIORITY APPLICANTS ON THE SUBSIDIZED HOUSING WAIT LIST

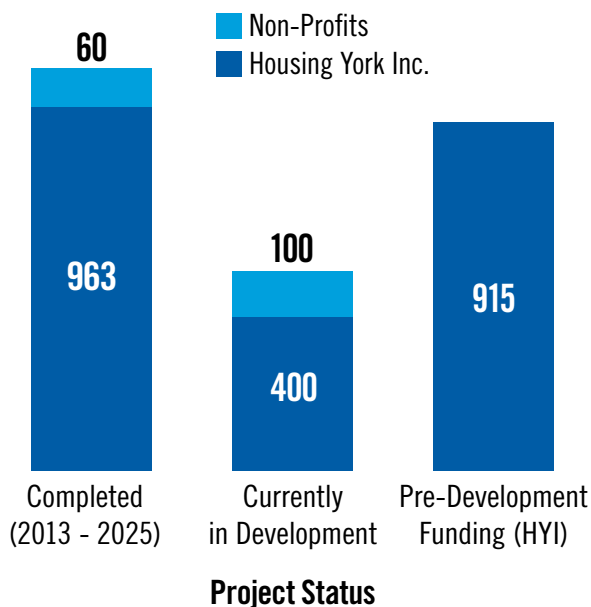
2019 TO 2024



● Number of Applicants with Special Priority Status at Year End

Source: York Region, Community and Health Services Department, Housing Services Branch, 2024

HOUSING YORK INC. AND NON-PROFIT COMMUNITY HOUSING DEVELOPMENTS: COMPLETIONS, DEVELOPMENT AND PRE-DEVELOPMENT



Source: York Region, Community and Health Services Department, Housing Services Branch, 2024

Note: Projects completed and currently in development include new HYI units and non-profit units that the Region has enabled through capital funding.

A housing system with a range of options helps keep residents housed

The Region prioritizes a full mix and range of housing within available resources; however, the Region alone cannot sustain investment needed to build enough community housing to meet growing demand. A healthy housing system is the responsibility of all levels of government.

To get more homes built, the Province has made changes related to planning and development. Challenges to building more homes include shortages of builders, skilled tradespeople, short-term land supply, higher interest rates and construction financing.

Provincial projections indicate a shortfall of 150,000 homes per year to meet the goal of adding 1.5 million by 2031.⁴³

To date, under the 2022-2026 [York Region Community Safety and Well-Being Plan \(CSWBP\)](#), 640 residents have been engaged in educating tenants on housing rights to help more residents stay safely and adequately housed.

Government and community partner initiatives are helping to prevent and address homelessness

Demand for homelessness services in York Region is anticipated to continue to grow. The [2024 to 2027 Homelessness Service System Plan](#), which includes Rapid Deployment Actions, guides the Region's approach and investments. Actions also include enhancements to Community Paramedicine Outreach Response Team (CPORT), adding outreach workers and expanding hours of service to support people living unsheltered, in encampments or experiencing chronic homelessness. CPORT supported 505 individuals in 2023.



139 New beds in emergency and transitional housing, hotels and seasonal shelters from Rapid Deployment Actions in 2024

Source: York Region, Community and Health Services Department, Social Services Branch, 2024

DID YOU KNOW?

In February 2021, Regional Council declared a [Housing Affordability Crisis](#) in York Region. Council reinforced building [complete communities](#) and addressing affordability challenges through partnerships, innovation and policy. Staff are working on actions outlined in the [October 2024](#) report to Council, which include exploring ways to incentivize and partner with non-profits, co-operatives, and the private market on affordable housing.

Redevelopments of existing emergency and transitional buildings are underway in Towns of Newmarket, East Gwillimbury and Georgina. The Region recently [secured](#) \$5.3 million in Provincial Encampment Response Initiative and Last Mile Funding, and \$10.8 million in Federal Unsheltered Homelessness and Encampment Initiative funding for 2025 to 2026.

The federal government has committed to ending or eliminating chronic homelessness by 2030. However, in March 2024, Office of the Parliamentary Budget Officer predicted that achieving a 50% reduction in chronic homelessness would require additional \$3.5 billion per year, approximately a 7-fold funding increase over the National Housing Strategy average.⁴⁴

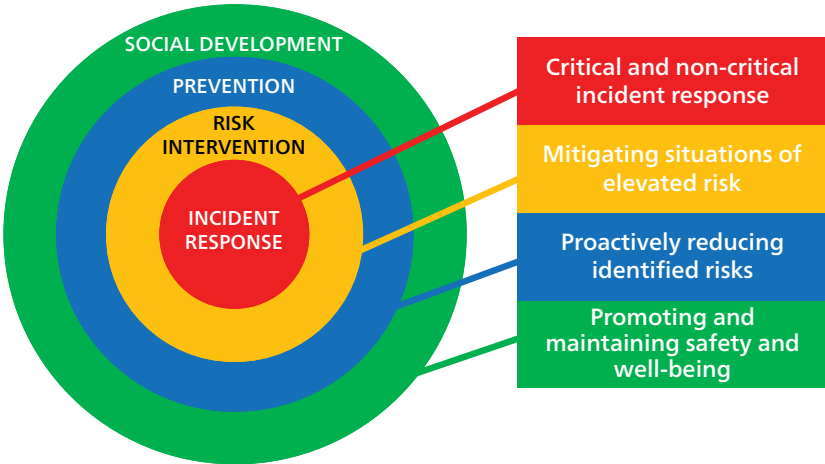
Actions that mitigate or prevent risks to safety, mental health and well-being strengthen community well-being

Implementation of the [Community Safety and Well-Being Plan](#) (CSWBP) focuses on upstream social development and prevention activities that are proactive, targeted, and community-driven to enhance safety and well-being.

Actions focus on generating community engagement and partnerships to strengthen community capacity to address local safety and well-being challenges, reducing risks and calls to emergency services.

Although CSWBP is mandated by the Province, there is no dedicated funding from the Province to support it. Advocacy is needed to sustain current upstream innovative solutions that reduce more costly interventions downstream.

47,872 INDIVIDUALS HAVE BEEN ENGAGED IN CSWBP INITIATIVES



Source: York Region, Community and Health Services Department, Strategies and Partnerships Branch, 2024

The Region also implements risk intervention services and supports for youth and their families and funds community projects that help residents to have positive mental health and well-being. This includes [Children, Youth and Families Situation Tables](#), and investments through the Community Investment Fund.

Public Health partners with all school boards including York Region District School Board’s Students Promoting Awareness, Connection and Empowerment for Mental Health and Well-being Initiative.



546 situations addressed by **Children, Youth and Families Situation Tables** in 2023, lowering acutely elevated risk in **78%** of the situations

Source: York Region, Community and Health Services Department, Strategies and Partnerships Branch, 2024

6,800 residents served through **24** mental health and well-being projects funded by Community Investment Fund in 2024

Source: York Region, Community and Health Services Department, Strategies and Partnerships Branch, 2024

The Region is supporting navigation and system integration for residents experiencing mental health and well-being challenges

Many families have difficulty navigating the mental health system and feel ill-equipped managing their mental health needs or those of dependents. Service backlogs, stigma, and limited availability of culturally tailored care results in silent struggles; especially among newcomers and racialized communities.⁴⁵

The Region, through the CSWBP, is working to develop navigation assistance programs such as the [Service Navigator Pilot Program](#) that has supported 324 clients and the [Mobile Youth Services Hub](#) that has assisted 1,773, by October 2024.

1,168 (17.5%) of **211 Ontario** contacts by York Region residents were for “**mental health or substance use**”, the leading area of service navigation need



Source: 211 Ontario, Business Intelligence Dashboard, 2024

The Region collaborates with community partners to assess the current state of mental health services, identify gaps and pinpoint underserved populations. Consultations, such as the York Region Mental Health Roundtable that was held in November 2024 with community partners and provincial Ministers, identified need for enhanced support for addiction, substance use, diagnostic and developmental, eating disorder and self-harm services among others. Agencies also highlighted need for increased capacity, improved collaboration, and sustainable funding from all levels of government.

Expanded partnerships support the Region in mitigating opioid-related harms

Since 2018, York Region Public Health has actively participated in the Ministry of Health Take Home Naloxone kit program, with York Region Paramedic Services joining in 2021.

The Region supports emergency and transitional housing providers and community agencies with Naloxone distribution, and in 2024 outreach workers became trained distributors.

On [August 20, 2024](#), the Ministry of Health announced a Call for Proposals to establish Homelessness and Addiction Recovery Treatment (HART) Hubs, and closure of 10 Consumption and Treatment Services (CTS), across Ontario. There are no CTS' in York Region, but closure in Toronto may negatively impact residents who travel outside York Region for safe consumption services.

In [October 2024](#), the Region and York Regional Police supported the development of and endorsed Addiction Services Central Ontario's (ASCO) proposal to establish a HART Hub in York Region. In [January 2025](#), the Province announced successful recipients, bringing the total to 27 new HART Hubs across Ontario; York Region was not among them.

The Region will continue to advance existing collaborations while exploring new opportunities to support people struggling with addiction and mental health issues and reduce demand on police and paramedic services.



3,920
NALOXONE KITS TO
CLIENTS IN 2024

Source: York Region, Community Health Services Department, Public Health Branch

DID YOU KNOW?

The Region is collaborating with Canadian Mental Health Association (CMHA) to support development of a [Mental Health Community Care Hub](#) in the Town of Newmarket. \$5 million in capital support was [approved by Regional Council in 2024](#). The CMHA Hub will focus on preventative addictions and mental health supports for adults, youth 12+ and families with service delivery expected to begin in 2026.



CONCLUSION: LOOKING FORWARD

Increased demand for human services is driven by a range of factors, including shifting demographics, case complexity, cost of living, global instability, and federal and provincial policies and priorities. Sustainable and responsive solutions help prevent challenges from becoming more acute and widespread.

Key trends identified in 2024, include:

- **Growing, aging and diversifying population**
- **Increasing number of residents unable to meet basic needs such as housing and food**
- **Mental health and well-being challenges**
- **Demand for human services outpacing what the Region and community partners can support**

As one player in the human services system, the Region works with partners and funders to ensure the system and funding are responsive to our communities; however, the Region is one segment of a complex human services system that involves community partners and other levels of government.

Partnerships are crucial to the successful planning and delivery of human services. Investments made by Regional Council have resulted in concrete action in communities, enhanced strategic partnerships and integrated services to help residents in need. For example, Housing Services launched a new Community Housing Supply Grant Pilot Program in 2023 to support non-profit organizations that are ready to build new community housing and is exploring ways to incentivize and partner with non-profits, community agencies and the private market on affordable housing options. Community Paramedicine Outreach Response Team (CPORT) is also working with community partners to expand services to support people living unsheltered, in encampments or experiencing chronic homelessness.

The Region continues to have a positive impact on residents through integrated services and partnerships, while also heightening its focus on advocacy. Current service delivery levels are at risk as demand and rising costs have outpaced provincial funding. Community

partners across York Region are also struggling with capacity. In 2024, 83% of non-profits in Ontario experienced an increase in service demand compared to 2023.⁴⁶ The [Metamorphosis Network](#) found non-profits in York Region are underfunded compared to other jurisdictions.

The Region continues to advocate for sustained funding to senior levels of government. The Region joined over 155 municipalities and organizations to endorse the Association of Municipalities of Ontario resolution for a [Social and Economic Prosperity Review](#) to address pressures municipalities face in responding to changing socio-economic needs.

In [January 2025](#), Council also endorsed the Region’s submission to Ontario’s 2025 Budget consultation requesting enhanced funding for human services to meet growing needs highlighted in this Review. In 2025, more information will be presented to Regional Council on provincial underfunding for mandated human and health services provided by the Region.

There are opportunities to innovate and integrate to unlock solutions and enhance outcomes in critical social infrastructure. Working across governments and with community partners is essential to building healthier, more engaged and inclusive communities.

Partnerships form a foundation for joint advocacy, and a unified voice in communicating calls to action, promoting key messages, and advocating to senior levels of government for increased funding and supports needed to deliver human services.

This Review will be used to set the stage for future Regional program and service planning, responsible budget development, and advocating for critical funding and to influence policy decisions.

This Review underscores the Region’s efforts and CHS’ role in supporting human services to foster a thriving, healthy and welcoming community for all residents in every stage of life.



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THE REGIONAL MUNICIPALITY OF YORK

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supports are available upon request.
Please contact Access York: 1-877-464-9675



To: Committee of the Whole

Meeting Date: March 6, 2025

From: Erin Mahoney
Chief Administrative Officer

Re: **Change of Regional and Alternate Regional Fire Coordinators**

This memorandum advises Council of a change to the Primary and Alternate Regional Fire Coordinators for York Region.

The position of Regional Fire Coordinator has been in effect at York Region since 1971. The position is appointed by the Provincial Office of the Fire Marshal to coordinate fire mutual aid for York Region. The Region's current structure is composed of one Primary Regional Fire Coordinator and two alternates.

Effective January 14, 2025, Bill Snowball, Fire Chief, Whitchurch Stouffville assumed duties of Primary Regional Fire Coordinator

Following the retirement of Chief Jim Wall, King City Fire and Emergency Services on January 31, 2025, Chief Bill Snowball, Whitchurch Stouffville Fire and Emergency Services assumed the role of Primary Regional Fire Coordinator. Chief Bill Snowball previously served as a Regional Fire Coordinator and alternate throughout his career with Markham and Whitchurch Stouffville. Chief Bill Snowball has received a letter of support from Sunny Bains, Chief Administrative Officer, Town of Whitchurch Stouffville. The letter of support acknowledges the Regional Fire Coordinator may occasionally be involved in Regional activities.

Deputy Fire Chief James Arnold assumed the role of first Alternate Regional Fire Coordinator while Deputy Chief Mike Doyle has been appointed to serve as second Alternate Regional Fire Coordinator

Deputy Chief James Arnold, City of Vaughan Fire and Rescue Service assumes the role of alternate Regional Fire Coordinator after serving several years as the Primary Regional Fire Coordinator. Additionally, Deputy Chief Mike Doyle, Whitchurch Stouffville, Fire and Emergency Services has been appointed to serve as the new second alternate Regional Fire Coordinator. The position is supported by Sunny Bains, Chief Administrative Officer, Town of Whitchurch Stouffville.

Process for appointment of Primary and Alternate Regional Fire Coordinators has been followed as prescribed by Provincial Office of the Fire Marshal

The process for the appointment of an alternate Regional Fire Coordinator as prescribed by the Provincial Office of the Fire Marshal has been followed and required documentation has been received by York Region.

For more information on this memo, please contact Morris Faccin, Manager, York Region Emergency Management at 1-877-464-9675 ext. 71212.



Erin Mahoney
Chief Administrative Officer

February 24, 2025
#16547332



To: Committee of the Whole
Meeting Date: March 6, 2025
From: Laura Mirabella
Commissioner of Finance and Regional Treasurer
Re: **Contract Awards from October 1, 2024, to December 31, 2024**

This memorandum advises Council of procurement activities pursuant to Section 6.2(g) of the Procurement Bylaw 2021-103 (“Bylaw”).

Private Attachment 1 will be considered in private session as it relates to the security of Regional property, pursuant to Section 239(2)(a) and (i) of the *Municipal Act, 2001*.

Procurement Office is responsible for reporting procurement activities identified in Section 6.2(g) of the Bylaw to Council

The Bylaw requires the following procurement activities be reported to Council:

- Standard procurements awarded through a competitive process (“Competitive Awards”), including renewal terms (“Renewals”), with a total contract value of \$100,000 and over, as per Section 15.4 of the Bylaw
- Non-standard procurements awarded through a direct purchase (“Direct Purchase Awards”), with a total contract value of over \$100,000 and up to \$500,000, as per Section 16.3 of the Bylaw
- Non-standard procurements awarded through an emergency purchase (“Emergency Purchases”) at any contract value, as per Section 17.6 of the Bylaw
- Scope changes/additional deliverables (“Fast Tracks”), awarded at any contract value, as per Section 21.8 of the Bylaw

Between October 1, 2024, to December 31, 2024 (“Q4 2024”), 114 procurement activities in the value of \$421,099,141 were conducted in compliance with the Bylaw:

- 37 Competitive Awards worth \$365,812,233 (4 of which, worth \$18,183,005, received a single bid)
- 14 Direct Purchase Awards worth \$5,622,580
- 4 Emergency Purchases worth \$1,195,619
- 8 Fast Tracks worth \$10,988,822
- 51 Renewals worth \$37,479,886

114 reportable procurement activities were awarded in Q4 2024 in the value of \$421,099,141

As shown in Table 1, 114 procurement activities, valued at \$421,099,141, were authorized by Commissioners (or their delegates), and the CAO and Regional Chair, as applicable.

Full details of these procurement activities can be found in Attachment 1 and Private Attachment 1, where applicable.

Table 1
Summary of Reportable Procurement Activities in Q4 2024

Category and Department	Number of Procurement Activities	Value of Procurement Activities (\$)
Competitive Awards	37	365,812,233
Community and Health Services	3	3,599,207
Corporate Services	8	10,553,161
Legal and Court Services	1	812,300
Public Works	25	350,847,565
Direct Purchases	14	5,622,580
Community and Health Services	5	828,614
Corporate Services	1	128,313
Office of the CAO	1	495,000
Public Works	7	4,170,654
Emergency Purchases	4	1,195,619
Corporate Services	3	615,326
Public Works	1	580,293
Fast Tracks	8	10,988,822
Corporate Services	2	90,661
Public Works	6	10,898,161
Renewals	51	37,479,886
Community and Health Services	17	1,964,667
Corporate Services	5	5,591,214
Finance	2	93,483
Legal and Court Services	3	84,800
Office of the CAO	3	559,745
Public Works	21	29,185,976
TOTAL	114	421,099,141

Note: The "Value of Procurement Activities" may not sum to exact total due to rounding.

Competitively procured contracts are awarded to the top-ranked compliant bidder, even when a single bid is received, in accordance with Section 15.3 of the Bylaw

The Region’s competitive bid opportunities are posted openly on an external bidding platform. Contracts are awarded to the top-ranked compliant bidder even when a single bid is received.

Where one bid is received, the Procurement Office ensures value for money is secured through:

- Comparing the bid price to the procuring department’s estimated contract value and historical spending data
- Surveying other municipalities to gauge the competitiveness of the bid received
- Surveying registered suppliers initially interested in the bid opportunity to understand their reasoning for not bidding

Based on the above analysis, the Procurement Office holds discussions with procuring departments to improve the quality of the Region’s competitive procurement process and determine an approach to future departmental bid opportunities.

Table 2 shows the four competitive awards in Q4 2024 that received one bid in comparison to single bids received in previous quarters.

**Table 2
Summary of Single Bid Competitive Awards in 2024**

Timeframe	Number of Single Bid Competitive Awards	Value of Single Bid Competitive Awards (\$)
Q1 2024	3	3,107,801
Q2 2024	4	25,564,943
Q3 2024 ¹	6	443,508,836
Q4 2024	4	18,183,005
TOTAL	17	490,364,585

Note: The “Value of Procurement Activities” may not sum to exact total due to rounding.

¹A high-value award to McNally Construction Inc. in the amount of \$431.49M contributes to the significantly higher value of Single Bid Competitive Awards in Q3 2024.

More specifically, single bid-related items within this report are related to Roads, Traffic and Fleet original equipment manufacturer (OEM) parts and services for North and South service areas, York Region Transit fleet consulting retainer services, and Water and Wastewater Capital Delivery construction services for electrical service and substation upgrades.

Full details of these procurement activities can be found in Attachment 1 and Private Attachment 1, where applicable.

In 2024, 413 reportable procurement activities were awarded in the value of \$1,339,265,040

As shown in Table 3, 413 procurement activities, in the value of \$1,339,265,040, were awarded in 2024.

Table 3
Summary of Reportable Procurement Activities between
January 1, 2024, to December 31, 2024

Category and Timeframe	Number of Procurement Activities	Value of Procurement Activities (\$)
Competitive Awards	159	1,185,581,293
January 1 – March 31, 2024 (Q1)	42	92,884,682
April 1 – June 30, 2024 (Q2)	40	108,496,572
July 1 – September 30, 2024 (Q3)	40	618,387,805
October 1 – December 31, 2024 (Q4)	37	365,812,233
Direct Purchase Awards	55	25,187,732
Q1 2024	14	6,875,977
Q2 2024	14	8,730,654
Q3 2024	13	3,958,521
Q4 2024	14	5,622,580
Emergency Purchases	24	12,658,557
Q1 2024	4	106,096
Q2 2024	8	11,121,639
Q3 2024	8	235,204
Q4 2024	4	1,195,619
Fast Tracks	39	22,220,420
Q1 2024	9	3,462,450
Q2 2024	14	4,852,979
Q3 2024	8	2,916,168
Q4 2024	8	10,988,822
Renewals	136	93,617,038
Q1 2024	17	5,697,960
Q2 2024	33	43,804,044
Q3 2024	35	6,635,148
Q4 2024	51	37,479,886
TOTAL	413	1,339,265,040

Note: The "Value of Procurement Activities" may not sum to exact total due to rounding.

Four contracts previously approved by Council, through individual departmental reports, had purchase orders issued in Q4 2024 with a total value of \$89.6 million

Four contracts, previously approved by Council, had purchase orders issued in Q4 2024 in the total value of \$89.6 million.

As shown in Table 4, these four contracts were previously approved by Council through individual departmental reports. Due to varying lengths of negotiations driven by the complexity of each of these contracts, contract award and purchase order issuance dates can vary. Purchase orders for these four contracts were issued in Q4 2024.

Council approved the negotiation and execution of these four contracts as direct purchases. While they are not included in the analysis of previous sections, they are detailed in Table 4 and Appendix A for full transparency.

Table 4
Summary of contracts, previously approved by Council through individual departmental reports, with purchase orders issued between October 1, 2024, to December 31, 2024

Department and Contract	Date of Council Approval	Value of Contracts (\$)
Public Works		
North York Durham Sewage System Expansion Phase 1 - Program Management, Engineering Design and Construction Support Services	November 2023	84,500,000
North York Durham Sewage System Expansion Phase 1 - Project Planning and Performance Monitoring Services	November 2023	3,000,000
Corporate Services		
JumpSTART Program	January 2024	1,080,000
York Region Business Innovation Support and Entrepreneurship and Innovation Funding	April 2024	1,000,000
	TOTAL	89,580,000

Procurement activities were completed in compliance with the Bylaw, approved budgets, and Regional policies and processes

All procurement activities were within approved departmental budgets and completed in compliance with the Bylaw and applicable Regional policies and procedures.

For more information on this memo, please contact Fadi Samara, Director, Procurement Office at 1-877-464-9675 ext. 71650. Accessible formats or communication supports are available upon request.



Laura Mirabella
Commissioner of Finance and Regional Treasurer



Erin Mahoney
Chief Administrative Officer

February 18, 2025
#16581258
Attachments (2)

Appendix A - Details on Four Contracts Previously Approved by Council, through Individual Departmental Reports, with Purchase Orders Issued between Oct. 1 to Dec. 31, 2024
Attachment 1 - Contract Awards from Oct. 1 to Dec. 31, 2024
Private Attachment 1 - Contract Awards from Oct. 1 to Dec. 31, 2024

**Details on Four Contracts Previously Approved by Council,
through Individual Departmental Reports, with Purchase Orders Issued
between Oct. 1 to Dec. 31, 2024**

Council approved the negotiation and execution of four contracts as direct purchases, in the value of \$89.6 million. The below details have been provided to ensure full transparency.

In [November 2023](#), Council authorized the Commissioner of Public Works to negotiate and execute a direct purchase with GHD Limited for program management, engineering design and construction support services for the North York Durham Sewage System Expansion Phase 1. This contract has an effective date of September 2024 and the purchase order was issued in October 2024 with a contract value of up to \$84.5 million.

In [November 2023](#), Council authorized the Commissioner of Public Works to negotiate and execute a direct purchase agreement with Revay and Associates Limited for project planning and performance monitoring services related to the North York Durham Sewage System Expansion Phase 1. This contract has an effective date of November 2024 and the purchase order was issued in November 2024 with a contract value of up to \$3.0 million.

In [January 2024](#), Council authorized the Commissioner of Corporate Services to execute funding agreements and any future extensions or amendments required for a direct purchase with York University for the Project JumpSTART program to increase the Region's innovation capacity through York University's Entrepreneurial Leadership and Learning Alliance program and Treefrog Accelerator Program. This contract has an effective date of April 2024 and the purchase order was issued in October 2024, with a contract term of three-years and a contract value of up to \$1.08 million.

In [April 2024](#), Council authorized the Commissioner of Corporate Services to execute funding agreements and renewals or amendments required for a direct purchase with ventureLAB for York Region Business Innovation Support and Entrepreneurship and Innovation Funding. This contract has an effective date of July 2024 and the purchase order was issued in October 2024, with a contract term of four-years and a contract value of up to \$1.0 million.

CONTRACT AWARDS FROM
OCTOBER 1, 2024, TO DECEMBER 31, 2024

Submissions in this attachment are presented in alphabetical order based on the supplier name, by category and department.

Table 1 - Community and Health Services

COMPETITIVE AWARDS

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Achieva Health	This contract award received three bids. Physiotherapy services for the long-term care residents of the Newmarket and Maple Health Centres. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$1,190,495.60.	3-years with two optional 1-year renewal terms	PO100978	-	2,030,533.42	2,030,533.42
AG Marketing & Development Group Inc.	This contract award received 17 bids. Personal protective equipment for the Region's long-term care homes and adult day programs to maintain a safe working environment for employees as well as ensure the health and safety of residents. The value of the initial 1-year term awarded, as indicated in the "Contract Term" column, is \$260,658.18.	1-year with four optional 1-year renewal terms	PO100888	-	1,370,105.02	1,370,105.02
GEC Architecture	This contract award received 14 bids. Architectural and engineering services for detailed design, preparation of drawings and specifications, and construction contract administration to outfit the space for the Unionville Seniors Hub located at 4310 Highway 7 East in the City of Markham.	From date of award to December 24, 2027	PO100905	-	198,568.50	198,568.50

DIRECT PURCHASES

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Creative Arts Therapies Canada	This contract is exempt from the Procurement Bylaw through a new Schedule 1 - Exclusion. The Procurement Review Committee approved the establishment of a new exclusion under the Bylaw for registered health professionals and clinical services. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Music therapy services for residents at the Newmarket and Maple Health Centres. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$93,740.40.	2-years with three optional 1-year renewal terms	PO101144	-	243,275.79	243,275.79
Echo Simulation Inc.	This contract was awarded as a direct purchase as it falls under an acceptable non-standard procurement reasoning - only one entity is reasonably capable of providing the required deliverables and as such can only be procured from a single supplier who has exclusive rights in respect of the deliverables, or where no reasonable alternative exists. Supply, delivery, and maintenance of training mannequins, maintenance, and consumables used for service-wide training and education for the in-house Advance Care Paramedic Program and Simulation Programs. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$151,592.07. The values of this contract have been exchanged from United States Dollars (USD) to Canadian Dollars in consultation with the Region's Treasury Office, Finance.	3-years with one optional 2-year renewal term	PO101055	-	183,338.76	183,338.76
KR Communications Ltd.	This contract was awarded as a direct purchase as it falls under an acceptable non-standard procurement reasoning - compatibility with existing deliverables. Consulting services for the installation, maintenance and development of the CenTrak Omni Wander Support System at the Newmarket and Maple Health Centres. The replacement of the current Wander Alert infrastructure is critical to ensure the health and safety of residents and compliance with the standards of the Long-Term Care Health Act. The value of the initial 1-year term awarded, as indicated in the "Contract Term" column, is \$104,009.00.	1-year with two optional 1-year renewal terms	PO101029	-	149,973.00	149,973.00

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Lennie Iskender	This contract is exempt from the Procurement Bylaw through a new Schedule 1 - Exclusion. The Procurement Review Committee approved the establishment of a new exclusion under the Bylaw for registered health professionals and clinical services. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Registered dietitian services for residents at the Newmarket and Maple Health Centres. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$64,320.00.	3-years with two optional 1-year renewal terms	PO101065	-	109,600.00	109,600.00
Siemens Healthcare Limited	This contract was awarded as a direct purchase as it falls under an acceptable non-standard procurement reasonings - only one entity is reasonably capable of providing the required deliverables due to an absence of competition for technical reasons. Clinitek urinalysis machines and consumables to provide immediate and reliable advanced diagnostics services, perform comprehensive 10-parameter urine testing and HcG testing, and improve clinical decision-making in support of the Improving Patient Access and Care in the Community model of care. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$110,879.66.	3-years with one optional 2-year renewal term	PO101129	-	142,426.10	142,426.10

RENEWALS

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Arjo Canada Inc.	Supply and delivery of portable lift and ceiling lift slings for long-term care residents experiencing mobility limitations at the Newmarket Health Centre, per Infection Prevention and Control measures. In June 2023, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 4 of 6	PO98143	320,714.27	100,000.00	420,714.27
Dentsply Sirona Inc/Tulsa Dental Product	Dental clinic supplies to support the York Region Seniors Dental Program.	Year 2 of 2	PO99882	142,947.65	36,849.80	179,797.45
Dr. Teresa Hum	Physician services at Regional sexual health clinics. In June 2021, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 9 of 10	PO89487	200,000.00	25,000.00	225,000.00
GFL Environmental Inc.	Waste, organics and recyclables haulage for York Region's long-term care homes.	Year 4 of 5	PO97334	232,026.42	61,655.83	293,682.25
Logistics Support Unit (LSU) Inc.	Supply and delivery of the Gardasil 9 Vaccine for the Region's sexual health clinics program. In November 2023, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 4 of 7	PO97261	179,413.50	59,804.50	239,218.00
McAlpine Ford Lincoln Sales Ltd.	Supply and delivery of authorized Ford original equipment manufactures (OEM) parts and services for Paramedic Services vehicles for the North service area.	Year 4-5 of 5	PO97183	627,000.00	428,450.00	1,055,450.00
McKesson Canada	Supply of all labour, material and equipment necessary to carry out work associated with Nicotine Replacement Therapy (NRT) products for the Tobacco Cessation Program. In June 2022, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 6 of 8	PO94673	90,000.00	30,000.00	120,000.00
Medline Canada Corporation	Supply and delivery of medical supplies for the Healthy Living, Infectious Disease Control, Child and Family Health, and Health Protection divisions within the Public Health branch.	Year 2 of 5	PO99836	455,840.72	467,236.74	923,077.46
Ontario Medical Supply Inc.	Supply and delivery of pharmaceuticals for Paramedic Services.	Year 5 of 5	PO96043	111,438.84	29,220.17	140,659.01
Organon Canada Inc.	Supply and delivery of contraceptive products for sexual health clinic clients, at cost or at no cost if client demonstrates financial need. In June 2021, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 9 of 10	PO96995	96,000.00	12,000.00	108,000.00
PAMCO Distributing Inc	Supply and delivery of contraceptive products for sexual health clinic clients. In June 2021, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 9 of 10	PO89585	120,000.00	15,000.00	135,000.00
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	Year 7 of 8	PO93281	212,564.00	33,136.00	245,700.00
R Courier	Courier services for the Public Health branch, including the rush pick-up and delivery of documents, packages, medications, and specimens.	Year 2 of 4	PO99837	66,016.00	67,666.40	133,682.40
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	Year 3 of 3	PO98678	65,764.00	35,368.00	101,132.00
Silver Fox Pharmacy Inc.	Supply and delivery of pharmaceuticals for Paramedic Services.	Year 5 of 5	PO96044	1,914,815.15	493,755.02	2,408,570.17

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
TYR Tactical Canada Inc.	Supply and delivery of ballistic plates, carriers, and accessories in alignment with the Operating Agreement between York Regional Police and the Regional Paramedic Services - Special Response Unit.	Year 3 of 5	PO98585	135,658.45	69,524.96	205,183.41
Yonge-Steeles Ford Lincoln Sales Limited	Supply and delivery of authorized Ford original equipment manufactures (OEM) parts and services for Paramedic Services vehicles for the South-West and South-East service areas.	Year 4-5 of 5	PO97225	770,000.00	-	770,000.00

Table 2 - Corporate Services

COMPETITIVE AWARDS

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	5-years with one optional 5-year renewal term, subject to Council approval	PO100960	-	1,440,428.00	1,440,428.00
Franconia Enterprises Ltd dba City Clean	This contract award received two bids. Specified mats and mat services including the supply of all labour and materials to various locations in York Region. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$189,815.08.	2-years with three optional 1-year renewal terms	PO101035	-	455,883.80	455,883.80
Northern Generator Company Ltd.	This contract award received five bids. Supply of all labour, materials, and equipment for routine preventative generator maintenance services and repairs across 33 Regional facilities in compliance with the Semi-Annual, Annual, and Quinquennial (5-year) maintenance provisions of the CSA 282-19. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$343,375.00.	2-years with one optional 3-year renewal term	PO100979	-	816,454.54	816,454.54
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo, as it relates to the security of Regional property.	3-years	PO100887	-	139,120.72	139,120.72
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo, as it relates to the security of Regional property.	1-year	PO101043	-	423,449.64	423,449.64
SST Group of Construction Companies Ltd.	This contract award received five bids. Additional signage and line markings for wayfinding to support vehicular and pedestrian traffic control improvements in all three levels of the underground parking garage at the Annex building located at 17150 Yonge Street in the Town of Newmarket.	35 working days from Notice to Commence	PO100987	-	335,000.00	335,000.00
Trisect Construction Corporation	This contract award received four bids. Renovation services, known as Package D, for office space, corridor, and washroom renovation projects at the York Region Administrative Centre located at 17250 Yonge Street in the Town of Newmarket.	330 working days from Notice to Commence	PO100963	-	6,635,000.00	6,635,000.00
Value Property Services Inc.	This contract award received three bids. Landscape and horticultural maintenance services for the green roofs located at 80 Bales Drive in Town of East Gwillimbury, 7200 York Durham Line in the City of Markham, and 17150 Yonge Street in the Town of Newmarket. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$121,310.00.	2-years with one optional 3-year renewal term	PO101040	-	307,824.13	307,824.13

DIRECT PURCHASES						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	60-months	PO100947	-	128,313.00	128,313.00
EMERGENCY PURCHASES						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
EXP Services Inc.	Detailed remediation design, including specifications and drawings, and construction contract administration services for the leak remediation work for 17150 Yonge Street in the Town of Newmarket. This emergency purchase was required to address leaks at this location.	To be completed by December 31, 2028	PO101165	-	100,000.00	100,000.00
GreenEarth Canada Contracting Ltd.	Supply and delivery of year-round grounds maintenance at various Regional water wastewater sites in Zone D, Hubs 1 and 2. This emergency purchase was required as the original awarded supplier for this Zone unexpectedly advised the Region that they are unable to renew the contract which resulted in the need to contract these services as not doing so could disrupt the delivery of essential services.	1-year	PO101016	-	236,210.00	236,210.00
Modern Niagara Toronto Inc.	Replacement services for the HVAC unit and building automation system devices located in the parking garage at the York Region Administrative Centre located at 17250 Yonge Street in the Town of Newmarket. This emergency purchase was required to replace the HVAC unit providing fresh air to all floors in southern section of the York Region Administrative Centre.	To be completed by July 31, 2025	PO101062	-	279,116.00	279,116.00
FAST TRACKS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
David Carter Architects Inc.	Design, contract administration, and engineering services for the fleet electric vehicle charger infrastructure for up to 30 vehicles located at 145 Harry Walker Parkway in the Town of Newmarket. This increase and extension ensure the completion of the fleet electric vehicle charger infrastructure at an increased capacity of up to 42 vehicles to meet operational needs.	Extended to December 18, 2026	PO100682	49,600.00	36,210.00	85,810.00
Ross Clair (R.O.M) Contractors Inc.	Renovation services for the office space on the 1st, 2nd and 5th Floors of the York Region South Services Centre located at 50 High Tech Road in the City of Richmond Hill. This increase and extension ensure the installation of additional mechanical cooling systems in the vaccine storage room that will supplement the existing system for the completion of the renovations at the South Service Centre.	Extended to March 31, 2025	PO97161	1,196,709.79	54,451.11	1,251,160.90
RENEWALS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Forest Ridge Landscaping Inc.	Supply and delivery of year-round grounds maintenance at various Regional water wastewater sites in Zones A, B, C, and G.	Year 3 of 5	PO98306	2,256,186.80	1,183,770.99	3,439,957.79
Garda Security Group, GP	Security guard services at various Regional locations.	Year 3 of 5	PO98738	7,092,180.02	3,705,504.44	10,797,684.46
GFL Environmental Inc.	Waste, organics and recyclables haulage for various York Region facilities.	Year 4 of 5	PO97053	918,880.81	325,919.67	1,244,800.48
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	Year 9 of 10	PO89090	335,429.12	4,712.80	340,141.92
Unistar General Inc.	Supply and delivery of year-round grounds maintenance at various Regional water wastewater sites in Zones E and F.	Year 3 of 5	PO98364	715,665.38	371,306.00	1,086,971.38
Table 3 - Finance						
RENEWALS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Ariva	Supply and delivery of office paper.	Fifth 6-month term of eight 6-month terms	PO98680	313,104.53	93,482.84	406,587.37
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	Year 8 of 10	PO91707	1,083,360.68	-	1,083,360.68

Table 4 - Legal and Court Services

COMPETITIVE AWARDS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	5-years	PO101097	-	812,300.00	812,300.00
RENEWALS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	Year 9 of 10	PO90270	101,840.20	14,800.31	116,640.51
DATA Communications Management Corp.	Supply and delivery of services related to Notice of Fine and Due Date for all outstanding fines relating to Provincial Offences Courts administration.	Year 5 of 5	PO96224	350,000.00	-	350,000.00
DATA Communications Management Corp.	Printing and management services for the supply of paper based Part I and Part III ticket books and other legal forms relating to Provincial Offences Courts administration.	Year 4 of 5	PO99263	210,000.00	70,000.00	280,000.00

Table 5 - Office of the Chief Administrative Officer

DIRECT PURCHASES						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Deloitte Inc.	This contract was awarded as a direct purchase as it falls under an acceptable non-standard procurement reasoning - only one entity is reasonably capable of providing the required deliverables due to an absence of competition for technical reasons. Organizational review in key departments and functions to develop and implement a triage framework for organizational design, and to support with the initiation of organization design initiatives.	2-years with two optional 6-month renewal terms	PO101073	-	495,000.00	495,000.00
RENEWALS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Lee Hecht Harrison Knightsbridge Corp.	Virtual and in-person developmental, transition, and skills coaching for the YorkLEADS program and ad-hoc developmental, role transition, skills remediation, or team development training.	Year 3 of 5	PO98429	142,762.50	-	142,762.50
People Corporation	Benefit consultation services to the Region and the umbrella group members.	Year 6 of 10	PO96984	819,500.05	167,997.50	987,497.55
Telus Health (Canada) Ltd.	Employee and Family Assistance Program including services for 24/7 crisis counselling, individual, family and relationship counselling, and work/life services. Additional services include mental health training for managers, onsite termination support and critical incident intervention, specialized trauma counselling, and resilience coaching.	Year 4 of 5	PO97419	1,153,895.88	391,747.76	1,545,643.64

Table 6 - Public Works

COMPETITIVE AWARDS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
614128 Ontario Ltd o/a Trisan	This contract award received five bids. Removal and replacement of existing failed concrete culvert with a similarly sized high-density polyethylene culvert, and restoration of the Zephyr Rail Trail approximately 700 m south of Catering Road in the Town of Georgina to ensure the safety of trail users.	10 working days from Notice to Commence	PO100904	-	122,861.00	122,861.00
AECOM Canada Ltd.	This contract award received four bids. Field operation, maintenance, and support for the flow monitoring and inflow and infiltration audit program to support the provincially mandated inflow and infiltration reduction strategy. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$6,929,916.50.	3-years with one optional 2-year renewal term	PO101169	-	11,883,524.36	11,883,524.36
AFNA Contracting Inc.	This contract award received 11 bids. Year-round general contracting repair services which may include repairs of concrete/asphalt, plumbing, carpentry, painting/drywall repairs, and building finishes at York Region Transit facilities such as terminals, rapid way stations, and on-street bus stops as needed on an on-demand and emergency basis. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$433,998.00.	2-years with one optional 3-year renewal term	PO100962	-	1,101,269.94	1,101,269.94

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Aqua Tech Solutions Inc.	This contract award received three bids. Culvert and storm pipe cleaning and flushing services, collection of all removed debris materials by vacuum equipment, and haulage of all collected material to the Ministry of Environment and Climate Change approved waste processing plant. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$291,384.71.	3-years with two optional 1-year renewal terms	PO101042	-	497,984.54	497,984.54
Arcadis Professional Services (Canada)	This contract award received 15 bids. Consulting services related to existing on-premises and cloud-based Microsoft Data Warehouse and Business Intelligence platform, as well as other Microsoft tools on an as needed basis to support the Public Works digital strategy and digital transformation journey. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$1,242,500.00.	3-years with one optional 2-year renewal term	PO100886	-	1,751,925.00	1,751,925.00
Avertex Utility Solutions, Inc.	This contract award received four bids. Installation of electric vehicle charging equipment at the bus storage garage located at 18106 and 18110 Yonge Street in the Town of Newmarket.	40 working days from Notice to Commence	PO101109	-	171,511.00	171,511.00
Black & McDonald Limited	This contract award received three bids. Design, supply, and installation of new LED luminaires with adaptive lighting controls and associated management system at various Regional locations.	5-years	PO101005	-	12,139,393.21	12,139,393.21
Canadian Linen and Uniform Service	This contract award received four bids. Supply and delivery of rental uniforms and ancillary services including weekly pick-up, delivery, and cleaning of rental uniforms and replacement of damaged garments for maintenance/operation staff of the Roads Operations /Fleet Services branch as required by the Collective Agreement, Article 26 – Safety & Protective Clothing, Equipment and Uniform. The value of the initial 4-year term awarded, as indicated in the "Contract Term" column, is \$203,001.12.	4-years with one optional 1-year renewal term	PO100908	-	256,849.51	256,849.51
Dillon Consulting Ltd.	This contract award received two bids. Climate change mitigation and adaptation strategies in the form of a Climate Change Action Plan for Blue Willow and Mapleglen residences in the City of Vaughan. The Climate Change Action Plans will be building specific and achieve climate change resiliency with the potential to transition the buildings to operational net-zero carbon.	10-months	PO101143	-	108,037.52	108,037.52
Duncor Enterprises Inc.	This contract award received two bids. Type III modified microsurfacing in various locations in the City of Richmond Hill and City of Vaughan as part of the Region's road rehabilitation program.	70 working days from Notice to Commence	PO101090	-	3,797,568.97	3,797,568.97
Elevator One Inc.	This contract award received two bids. Year-round elevator maintenance services at York Region Transit facilities. Services include monthly maintenance, repairs, emergency response, and five-year legislative testing of elevators as required by the Technical Standards and Safety Authority. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$322,521.04.	2-years with one optional 3-year renewal term	PO100895	-	815,978.23	815,978.23
Melrose Paving Co. Ltd.	This contract award received five bids. Winter road maintenance operations in the South-East patrol district to ensure the safety of public road users during winter events.	5-years	PO101081	-	21,378,152.86	21,378,152.86
MSC Industrial Supply ULC	This contract award received three bids. Supply and delivery of miscellaneous shop hardware and supplies for Fleet Services for the repair and maintenance of vehicles and equipment, and to the Region's Sign Shop for sign production. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$127,728.12.	3-years with one optional 2-year renewal term	PO101138	-	215,009.00	215,009.00
New Flyer Industries Canada ULC	This contract award received two bids and was issued on behalf of members of the Transit Procurement Initiative through Metrolinx, on September 27, 2023, through a competitive bid process. Supply and delivery of 121 - 12m and 18m diesel buses with options for hybrid and compressed natural gas for York Region Transit. Required to replace end-of-life buses and address a backlog of buses currently operating beyond their useful life.	3-years	PO101061	-	143,775,456.08	143,775,456.08

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
North America Construction (1993) Ltd.	This contract award received one bid. Other plan takers of this procurement indicated they could not bid on this contract due to their existing workload. Construction services for electrical service and substation upgrades required to facilitate the installation of new transformers to meet the capacity mandated in the Environmental Compliance Approval at the Leslie Sewage Pumping Station located at 7033 Leslie Street in the City of Richmond Hill.	650 working days from Notice to Commence	PO101038	-	17,100,258.00	17,100,258.00
Nova Bus Inc.	This contract award received three bids and was issued by Toronto Transit Commission, on April 4, 2022, through a competitive bid process. Supply and delivery of 80 - 12m battery electric buses for York Region Transit. Required to replace end-of-life buses and address a backlog of buses currently operating beyond their useful life.	3-years	PO101100	-	127,369,366.19	127,369,366.19
Peak Construction Group Ltd.	This contract award received two bids. Site upgrades at the Aurora Sewage Pumping Station septage receiving site to avoid incidents of down time and frequent maintenance activities of the submersible pumps and grinders, ensuring haulers' discharged septage volumes are invoiced properly.	150 working days from Notice to Commence	PO100915	-	973,900.00	973,900.00
R V Anderson Assoc Ltd.	This contract award received three bids. Consultant engineering services for the design of temporary and permanent traffic signals associated with road rehabilitation requirements at various locations.	90 working days from Notice to Commence	PO101074	-	428,665.00	428,665.00
RDH Building Science Inc.	This contract award received two bids. Climate change mitigation and adaptation strategies in the form of Climate Change Action Plans for six paramedic stations. The Climate Change Action Plans will be building specific and achieve climate change resiliency with the potential to transition the buildings to operational net-zero carbon.	30-months	PO101041	-	500,000.00	500,000.00
S&B Keswick Motors Ltd.	This contract award received one bid per Zone. Due to the specialized nature of the deliverables distance to suppliers is crucial, therefore making suppliers in this field very limited. Although only one bid was received per Zone, staff believe it represents the best value as these deliverables are within budget. Supply and delivery of original equipment manufacturer (OEM) parts and services for preventative maintenance and warranty/repairs required for Chrysler, Dodge, Jeep, and RAM pick-up trucks, SUVs, service vans, and various support vehicles in the North service area. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$129,000.00.	3-years with one optional 2-year renewal term	PO100961	-	218,251.88	218,251.88
Seven View Plymouth Chrysler Ltd.	This contract award received one bid per Zone. Due to the specialized nature of the deliverables distance to suppliers is crucial, therefore making suppliers in this field very limited. Although only one bid was received per Zone, staff believe it represents the best value as these deliverables are within budget. Supply and delivery of original equipment manufacturer (OEM) parts and services for preventative maintenance and warranty/repairs required for Chrysler, Dodge, Jeep, and RAM pick-up trucks, SUVs, service vans, and various support vehicles in the South service area. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$115,500.00.	3-years with one optional 2-year renewal term	PO101006	-	195,411.56	195,411.56
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	5-years	PO101099	-	688,506.80	688,506.80
SQM Janitorial Services Inc.	This contract award received seven bids. Labour, materials, and services for graffiti removal at York Region Transit facilities such as terminals, rapid way stations, and on-street bus stops as needed on an on-demand and emergency basis. The value of the initial 2-year term awarded, as indicated in the "Contract Term" column, is \$96,208.00.	2-years with one optional 3-year renewal term	PO100959	-	243,406.24	243,406.24
Stantec Consulting Ltd.	This contract award received five bids. Engineering services for detailed design, contract administration, and inspection services for 17 structural rehabilitation or replacement assignments.	3-years	PO101058	-	4,445,195.00	4,445,195.00
Transit Pro On Demand Canada Inc.	This contract award received one bid. Other plan takers of this procurement indicated they could not bid on this contract due to their existing workload. York Region Transit fleet consulting retainer services on an as needed basis to provide bus inspections at manufacturing facilities, quality control and quality assurance inspections of mid-life bus refurbishments, technical reviews for mechanical and electrical failures, and development of maintenance standard operating procedures. The value of the initial 3-year term awarded, as indicated in the "Contract Term" column, is \$498,695.65.	3-years with one optional 1-year renewal term	PO101049	-	669,083.33	669,083.33

DIRECT PURCHASES						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Alectra Utilities Corporation	This contract is exempt from the Procurement Bylaw through Schedule 1 - Exclusion (c) procurement related to the relocation of non-Regional utilities associated with a Regional contract, including but not limited to hydro-electrical, gas, cable, or telecommunications works. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Supply and installation all equipment required to provide power to the Oak Ridges Air Management Facility in the City of Richmond Hill.	To be completed by October 1, 2025	PO100894	-	127,572.55	127,572.55
Bell Canada	This contract is exempt from the Procurement Bylaw through Schedule 1 - Exclusion (c) procurement related to the relocation of non-Regional utilities associated with a Regional contract, including but not limited to hydro-electrical, gas, cable, or telecommunications works. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Utility relocation services for the Bathurst Street reconstruction project from Hwy 7 to Major Mackenzie Drive in the City of Vaughan.	To be completed by December 31, 2026	PO100949	-	364,301.73	364,301.73
CIMA Canada Inc.	This contract was awarded as a direct purchase as it falls under an acceptable non-standard procurement reasoning - compatibility with existing deliverables. Management and support services for the implementation of the action plan included in the 2024-2028 York Region Vision Zero Traveller Safety Plan.	5-years	PO101167	-	299,700.00	299,700.00
Econolite Canada Inc.	This contract was awarded as a direct purchase as it falls under an acceptable non-standard procurement reasoning - compatibility with existing deliverables. Supply of 20 traffic control 16-phase cabinets and 10 cobalt C-series controllers to support maintenance, replacement and future traffic and pedestrian signal installations.	5-years	PO101147	-	456,430.00	456,430.00
Lake Simcoe Region Conservation Authority	This contract is exempt from the Procurement Bylaw through Schedule 1 - Exclusion (u) purchases from other government bodies. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Review of project permit applications made under the Conservation Authorities Act and Ontario Regulation 179/06 (Lake Simcoe Region Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses) to ensure the approval of critical capital infrastructure projects that must be delivered in a timely manner to ensure service availability.	To be completed by December 31, 2028	PO100976	-	2,246,821.43	2,246,821.43
Regional Municipality of Peel	This contract is exempt from the Procurement Bylaw through Schedule 1 - Exclusion (u) purchases from other government bodies. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Annual maintenance cost-sharing commitment for the boundary section of Highway 50 from Steeles Avenue to Mayfield Road.	To be completed by June 30, 2025	PO101151	-	350,000.00	350,000.00
Toronto & Region Conservation Authority	This contract is exempt from the Procurement Bylaw through Schedule 1 - Exclusion (d) procurement of services where the Region provides subsidies or funding to the service provider or to a recipient under a program approved by Council. Though it is excluded from other provisions of the Procurement Bylaw, this contract is being reported to Council as required by Procurement Protocol 12 - Schedule 1 - Exclusions, Section 4. Services to conduct canopy cover assessment, woodland cover assessment, region wide forest study roll-up to inform the State of the Forest report.	27-months	PO101173	-	325,828.00	325,828.00
EMERGENCY PURCHASES						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Aqua Tech Solutions Inc.	Culvert removal and replacement as well as culvert design and rehabilitation at various Regional locations. This emergency purchase was required as the original prime consultant unexpectedly declared bankruptcy and resigned from the project, which resulted in the need to retain the second lowest bidder. Failing to do so could further delay the two associated contracts.	1-year	PO101082	-	580,293.00	580,293.00

FAST TRACKS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo, as it relates to the security of Regional property.	No change to contract term	PO98598	2,779,434.80	255,161.25	3,034,596.05
CH2M Hill Canada Limited	Engineering and detailed design services for various structure rehabilitations and replacements. This increase ensures the completion of additional engineering work needed for ongoing construction liaison and environmental studies to obtain the permits required for the construction phase.	No change to contract term	PO97212	2,300,532.41	307,835.00	2,608,367.41
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo, as it relates to the security of Regional property.	Extended to December 31, 2025	PO83172	956,628.00	-	956,628.00
ENGTEC Consulting Inc.	Materials testing and evaluation services for minor capital projects at various Regional locations. This increase ensures quality assurance services, additional asbestos testing and sampling, as well as research and development services related to minor capital projects at various Regional locations.	No change to contract term	PO99047	1,016,842.20	434,150.00	1,450,992.20
Equans Services Inc.	Facilities management services at all four York Region Transit bus operations, maintenance, and storage facilities. This increase ensures the provision of winter maintenance services and unplanned repair and maintenance at all four facilities, as well as the expansion at the amalgamated South-East BRT service division garage located at 55 Orlando Avenue in the City of Richmond Hill.	No change to contract term	PO89874	36,465,322.79	9,742,544.86	46,207,867.65
HDR Corporation	Detailed design and engineering services for Teston Road West of Pine Valley Drive to Weston Road. This increase ensures continued review of contractor and developer submissions, as well as services to resolve conflicts related to two on-going construction contracts without impacting the progress of construction.	No change to contract term	PO90705	1,995,835.83	158,470.00	2,154,305.83
RENEWALS						
Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Bam Bam Construction Inc.	Landscape maintenance activities including watering of centre median planters and boulevard planters on VivaNext Rapidways in the Town of Newmarket, the King/Vaughan Line Roundabout, and four landscaped beds on St. John's Sideroad in the Town of Aurora.	Year 4-5 of 5	PO97477	1,326,349.85	906,917.95	2,233,267.80
CIMA Canada Inc.	Consulting, engineering and design services to Intelligent Transportation Systems to support the operation of a safe, reliable, and efficient transportation system.	Year 4 of 5	PO97382	804,600.00	198,666.67	1,003,266.67
CIMA Canada Inc.	On-demand traffic safety consulting services to support the Traffic Safety Program.	Years 4-5 of 5	PO97647	587,000.00	391,333.00	978,333.00
Crane Tech Services	Annual inspection, maintenance, certification and deficiency repairs of lifting devices at Regional water and wastewater facilities.	Year 3 of 5	PO99149	102,493.50	32,029.97	134,523.47
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo, as it relates to the security of Regional property.	Year 14 of 16	PO83787	4,311,856.34	332,662.97	4,644,519.31
Forest Ridge Landscaping Inc.	Landscape maintenance activities including watering of centre median planters, boulevard planters, and daylight triangle planters on VivaNext Rapidways in the City of Vaughan.	Year 4-5 of 5	PO97483	2,632,645.48	2,098,573.20	4,731,218.68
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo as it relates to the security of Regional property.	Year 10 of 10	PO87004	168,532.99	21,112.91	189,645.90
Lewis Motor Sales Inc.	Aftermarket parts for Fleet Services' vehicles and equipment.	Year 4-5 of 5	PO96697	241,001.73	-	241,001.73
Loc Pave Construction Limited	Supply and installation of engineered growing media and related activities at various Regional locations.	Year 2 of 3	PO100658	530,658.50	543,918.58	1,074,577.08
Lomco Limited	Street tree planting and establishment activities along Regional right-of-way parcels and Region owned properties.	Year 3 of 5	PO98851	2,861,339.66	1,142,496.91	4,003,836.57
Okeylamp Inc.	Licensed electrical repairs, installations, and troubleshooting of electrical components and fixtures at YRT bus stops and terminals.	Year 3-5 of 5	PO98609	174,600.00	264,322.50	438,922.50
Ontario Clean Water Agency	Management operations and maintenance of a stormwater pumping station at the Metrolinx GO Barrie.	Year 4 of 5	PO97821	265,095.00	90,574.13	355,669.13
Rafat General Contractor Incorporated	Winter road maintenance snow removal and hauling services within the Central Patrol District.	Year 3 of 3	PO97972	652,434.30	-	652,434.30
Rafat General Contractor Incorporated	Removal, hauling, and disposal services of materials collected from roadway maintenance activities such as ditching and sweeping.	Year 3 of 3	PO98019	1,236,400.00	633,655.00	1,870,055.00
See note in "Description" field	Details on this item can be found in Private Attachment 1 of this memo, as it relates to the security of Regional property.	Year 11-13 of 13	PO83917	371,537.50	283,225.76	654,763.26
Tok Transit Limited	Integrated mobility on-request bus and mini-bus service for Paratransit and conventional transit operations within York Region. In May 2018, Regional Council authorized the Commissioner to execute the agreements and any related renewal options of this contract.	Year 7-10 of 10	PO93261	29,386,596.00	21,063,404.00	50,450,000.00

Supplier	Contract Description	Contract Term	Purchase Order #	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Triple J Contracting Inc.	Snow removal, hauling, and disposal services for winter road maintenance within the South-West patrol district.	Year 5 of 5	PO95918	1,872,123.09	488,670.64	2,360,793.73
Triple J Contracting Inc.	Snow removal, hauling, and disposal services for winter road maintenance within the South-East patrol district.	Year 5 of 5	PO95920	1,775,268.91	454,912.66	2,230,181.57
True North Safety Group Incorporated	Video conflict diagnosis and analysis services to identify potential collision risk, including vehicle, vehicle-bicycle, vehicle-pedestrian and pedestrian-bicycle conflicts at various locations.	Year 4-5 of 5	PO96487	222,000.00	148,000.00	370,000.00
Vaughan Automotive Supplies	Aftermarket parts for Fleet Services vehicles and equipment.	Year 4-5 of 5	PO96700	106,427.19	-	106,427.19
WBE Gradall Rentals	Supply and operations of Gradall-Type excavators at various Regional locations required to maintain, repair, and/or replace existing ditches, culverts, and other assets to properly preserve and improve the safety of the Region's road network and right of way.	Year 4 of 5	PO97828	328,933.60	91,499.49	420,433.09

Table 6 - Summaries

OVERALL SUMMARY - BY PROCUREMENT ACTIVITY TYPE

Procurement Activity Type	Volume	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Competitive Awards	37	-	365,812,232.99	365,812,232.99
Direct Purchases	14	-	5,622,580.36	5,622,580.36
Emergency Purchases	4	-	1,195,619.00	1,195,619.00
Fast Tracks	8	46,760,905.82	10,988,822.22	57,749,728.04
Renewals	51	71,190,898.61	37,479,886.07	108,670,784.68
TOTAL	114	117,951,804.43	421,099,140.64	539,050,945.07

OVERALL SUMMARY - BY DEPARTMENT

Department	Volume	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Community and Health Services	25	5,740,199.00	6,392,488.01	12,132,687.01
Corporate Services	19	12,564,651.92	16,978,674.84	29,543,326.76
Finance	2	1,396,465.21	93,482.84	1,489,948.05
Legal and Court Services	4	661,840.20	897,100.31	1,558,940.51
Office of the Chief Administrative Officer	4	2,116,158.43	1,054,745.26	3,170,903.69
Public Works	60	95,472,489.67	395,682,649.38	491,155,139.05
TOTAL	114	117,951,804.43	421,099,140.64	539,050,945.07

COMMUNITY AND HEALTH SERVICES SUMMARY

Procurement Activity Type	Number of Procurement Activities	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Competitive Award	3	-	3,599,206.94	3,599,206.94
Direct Purchase	5	-	828,613.65	828,613.65
Renewal	17	5,740,199.00	1,964,667.42	7,704,866.42
TOTAL	25	5,740,199.00	6,392,488.01	12,132,687.01

CORPORATE SERVICES SUMMARY

Procurement Activity Type	Number of Procurement Activities	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Competitive Awards	8	-	10,553,160.83	10,553,160.83
Direct Purchases	1	-	128,313.00	128,313.00
Emergency Purchases	3	-	615,326.00	615,326.00
Fast Tracks	2	1,246,309.79	90,661.11	1,336,970.90
Renewals	5	11,318,342.13	5,591,213.90	16,909,556.03
TOTAL	19	12,564,651.92	16,978,674.84	29,543,326.76

FINANCE SUMMARY

Procurement Activity Type	Number of Procurement Activities	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Renewals	2	1,396,465.21	93,482.84	1,489,948.05
TOTAL	2	1,396,465.21	93,482.84	1,489,948.05

LEGAL AND COURT SERVICES SUMMARY

Procurement Activity Type	Number of Procurement Activities	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Competitive Awards	1	-	812,300.00	812,300.00
Renewals	3	661,840.20	84,800.31	746,640.51
TOTAL	4	661,840.20	897,100.31	1,558,940.51

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER SUMMARY

Procurement Activity Type	Volume	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Direct Purchases	1	-	495,000.00	495,000.00
Renewals	3	2,116,158.43	559,745.26	2,675,903.69
TOTAL	4	2,116,158.43	1,054,745.26	3,170,903.69

PUBLIC WORKS SUMMARY

Procurement Activity Type	Volume	Previously Approved (\$)*	Amount (\$)	Estimated Value of Contract (\$)
Competitive Awards	25	-	350,847,565.22	350,847,565.22
Direct Purchases	7	-	4,170,653.71	4,170,653.71
Emergency Purchases	1	-	580,293.00	580,293.00
Fast Tracks	6	45,514,596.03	10,898,161.11	56,412,757.14
Renewals	21	49,957,893.64	29,185,976.34	79,143,869.98
TOTAL	60	95,472,489.67	395,682,649.38	491,155,139.05

Notes

AWARD LIMITS UNDER THE PROCUREMENT BYLAW 2021-103

Standard Procurements

Procurement Type	Value of Procurement	Execution of Contract Award ¹	Execution of Contract Renewals
Purchase through Request for Quotation (RFQ)	up to \$100,000	Commissioner or delegate, where applicable	Commissioner
Purchase through Request for Proposal (RFP) and Purchase through Request for Tender (RFT)	\$100,000 - \$500,000	Commissioner	Commissioner
Purchase through Request for Proposal (RFP) and Purchase through Request for Tender (RFT)	\$500,000+	Chief Administrative Officer	Commissioner

Non-Standard Procurements

Procurement Type	Value of Procurement	Execution of Contract Award ¹
Fast Track	No limit	Chief Administrative Officer and Regional Chair
Direct Purchase	up to \$100,000	Commissioner or delegate, where applicable
Direct Purchase	\$100,000 - \$500,000	Chief Administrative Officer
Direct Purchase	\$500,000+	Council (reported separately)
Emergency Purchase	up to \$100,000	Commissioner or delegate, where applicable
Emergency Purchase	\$100,000+	Chief Administrative Officer

¹ Note on Schedule 1 - Exclusions procured through Standard Procurement and Non-Standard Procurement Methods

Schedule 1 - Exclusions can be procured through any procurement format, including standard procurement and non-standard procurement. Where a Schedule 1 - Exclusions was procured in a standard or non-standard format, and where the excluded deliverables are defined for approval under the Delegation Bylaw, the award of the purchase must follow the "Execution of Contract Award" signing authority(ies) outlined in the Delegation Bylaw, instead of the signing authorities defined in the Exclusions Protocol under the Procurement Bylaw, and as referenced in the table above.

Schedule 1 - Exclusions are reported to Council as per the requirement to do so within Procurement Bylaw Protocol - Schedule 1 - Exclusions, Section 4.

DEFINITIONS

Amount refers to the current contract price and excludes HST.

Co-operative Purchasing refers to a procurement method where a competitive procurement process that is conducted by one public body or buying group on behalf of one or more public bodies in order to obtain the benefits of volume purchases and administrative efficiency.

Direct purchase refers to a procurement method where the deliverables are acquired through a non-standard procurement method, directly from a supplier of choice without conducting a competitive process. This form of procurement is only permitted in circumstances which do not allow for any form of invitational or competitive process to be conducted and include at least one of the circumstances outlined in the Non-Standard Procurements Protocol.

Emergency refers to an event or circumstance where the immediate purchase of deliverables is necessary to prevent or alleviate: (a) a serious delay in service delivery that could not have been foreseen; (b) a threat to the health, safety or welfare of any person; (c) the disruption of essential services; or (d) damage to public or private property, and includes, but is not limited to, an emergency declared under the *Emergency Management and Civil Protection Act*.

Estimated Value of Contract refers to the potential dollar value of the contract, i.e. the 'Amount' plus the pricing for future years should all optional terms be renewed.

Fast Track refers to the purchase of additional deliverables, irrespective of the total amount of the expenditure, provided that the authorization to purchase the additional deliverables is required to prevent interruption in service delivery or to avoid incurring extra costs.

Request for Tender (RFT) refers to a procurement method where the procuring department has exact specifications for the required deliverables and vendors are required to submit pricing information. RFTs are awarded to the lowest compliant bidder.

Request for Proposal (RFP) refers to a procurement method where the procuring department does not have clearly defined deliverables and it is anticipated that bidders may propose a variety of alternatives to fulfill the Regional needs. The evaluation of proposals includes both a technical (80%) and financial (20%) evaluation, and the award is made to the highest scoring proponent.

Request for Quotation (RFQ) refers to a procurement method similar to an RFT except that the procurement is issued to a limited audience of bidders who are invited to submit bids (referred to as quotes). RFQs are generally awarded to the lowest compliant bidder.

Request for Pre-Qualification (RFPQ) is a procurement process that is used to select qualified vendors to respond to a future RFT or RFP. RFPQ submissions are evaluated based upon factors such as experience of similar work, references, verification of qualifications, licenses and permit, and financial capability.

"Working days" refers to business days.



Report of the Chief Administrative Officer

Emergency Management Program Annual Compliance Review and Bylaw Revision

1. Recommendation

1. Regional Council receive this report as confirmation that York Region has fulfilled all required program elements to comply with the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04.
2. The Regional Solicitor update the current Emergency Management program bylaw to adopt changes to the Emergency Management Plan and Annexes.
3. The Regional Clerk forward the program bylaw and Emergency Management Plan to Emergency Management Ontario.

2. Purpose

This report updates Council on York Region's activities to meet the 2024 annual requirements of the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04. It also provides an overview of additional emergency preparedness and response initiatives to enhance York Region's resilience.

The report recommends that the Regional Solicitor update the program bylaw to incorporate changes to York Region's Emergency Management Plan and Annexes as mandated by legislation, and that the Region forward the updated program bylaw and Emergency Management Plan to Emergency Management Ontario to fulfill legislative requirements.

Key Points:

- York Region completed all annual regulatory requirements of the *Emergency Management and Civil Protection Act* and Ontario Regulation 380/04 in 2024

- York Region Emergency Management continues to support the northern six municipalities to deliver Emergency Management programs on a cost recovery basis, under the current agreement which is valid until 2026
- York Region Emergency Management has entered into a Direct Resource Agreement to provide support to York Regional Police. This agreement is reviewed annually and has been extended through 2025
- Updates have been made to the York Region Emergency Management Plan, primarily a new Public Works Annex, updated Hazard Identification and Risk Assessment
- York Region has consistently met the annual regulatory compliance for its Emergency Management Program since legislation came into effect in 2004

3. Background

Each year, Council receives an update on York Region’s Emergency Management program, including any necessary updates to the bylaw and/or Emergency Management Plan. To meet provincially legislated requirements, municipalities must verify completion of all elements outlined in the *Emergency Management and Civil Protection Act* which include:

- Hazard Identification and Risk Assessment
- Identification of Critical Infrastructure
- Emergency Management Plan
- Training and Education
- Emergency Exercises
- Public Education and Personal Preparedness

4. Analysis

In addition to completing all mandatory requirements for 2024, York Region partnered with local municipalities to assess and rank hazards and threats.

Each municipality must conduct an annual Hazard Identification and Risk Assessment (HIRA) to ensure Emergency Management programs are based on the identification and assessment of local hazards.

In 2024, York Region partnered with local municipalities, York Regional Police and other stakeholders to conduct its annual HIRA. Regional staff, subject matter experts and both

conservation authorities reviewed the likelihood and consequences of the hazards most likely to affect York Region.

Top threats to York Region identified in 2024 comparatively to 2023 are noted in Table 1.

Table 1
Top 10 Threats on the 2024 York Region Hazard Identification and Risk Assessment

Hazard	2023 Risk Level	2024 Risk Level
Winter Weather/ Ice Storm	Moderate	High
Cyber Attack	Moderate	High
Infectious Diseases	High	High
Tornado	Moderate	Moderate
Electrical Energy Outage (Winter)	Moderate	Moderate
Flooding (severe)	Moderate	Moderate
Active Threat	Moderate	Moderate
Water/wastewater disruption	Moderate	Moderate
Civil Disorder	Low	Moderate
High Wind	Moderate	Moderate

In accordance with best practices, York Region takes an all-hazard approach to emergency planning, preparedness, and mitigation. The all-hazards approach aims to generate high organizational and stakeholder competency in managing foundational components presenting in every emergency and disaster (e.g., evacuations, emergency social services, and notification procedures). This HIRA result focuses exercises, training and public education on the most relevant local hazards and further enhances the ability to respond to these specific threats.

In coordination with local municipalities, the Critical Infrastructure Database has been reviewed and updated

The *Emergency Management and Civil Protection Act* requires each municipality to review and update its critical infrastructure annually. Critical infrastructure is defined as infrastructure that may be deemed to be critical if their failure or disruption significantly jeopardizes the health, safety and security of the Region (e.g., critical water/wastewater treatment facility, vaccine depot, paramedic facilities).

In 2024, York Region partnered with all nine local municipalities and York Regional Police to review and update the critical infrastructure database. This information has been shared with the Province.

The Emergency Management Plan has been reviewed and updated

Each municipality must review and update its emergency plan annually. The Regional Municipality of York's Emergency Plan outlines how the Region will respond to emergencies. The Plan identifies members of the Regional Emergency Control Group and summarizes their roles and responsibilities. The revised Emergency Management Plan is attached and marked as Attachment 1.

Emergency Management partnered with stakeholders to provide staff training and public education

The Public Education and Awareness Program educates the public on local hazards and personal preparedness for emergencies. Key elements of the 2024 program included:

- **Emergency Preparedness Week:** Activities focused on promoting personal preparedness through social media messaging. Our "WHAT IF" campaign, a campaign focused on hazards in York Region resulted in more than seven million views and 19,000 visits to York.ca/BePrepared
- **Community Events:** Public education at events such as Halloween at the Village, in partnership with York Regional Police and York Region Paramedic Services, led to more than 20,000 engagements with community members
- **Fire and Emergency Preparedness Education:** Programs at the Community Safety Village, including summer camps and regular class programming, provided potentially life-saving training to approximately 4,400 children and youth

York Region conducted its annual emergency exercise in partnership with Peel Region Public Works and Regional Emergency Control Group Training

Each municipality in Ontario must conduct an emergency exercise and annual training for their Emergency Control Group members. On October 18, 2024, York Region conducted a full-scale activation of the Regional Emergency Operations Centre and Control Group, in response to a simulated extreme weather event. This year's exercise was conducted over a two-day period in collaboration with Peel Region and York Region Public Works. This exercise complied with the requirements of the *Emergency Management and Civil Protection Act*. Eighty-five participants were involved, including representatives from Emergency Management Ontario, local municipalities, Regional staff, first responders, Amateur Radio Emergency Service and conservation authorities.

Emergency Management provided annual core training to regional staff and key partners in 2024

As part of annual training program activities, more than 575 York Region staff and partners received training in 2024. Courses offered by York Region’s Emergency Management team include Incident Management System (IMS) training (i.e., IMS 100, IMS 200 and IMS 300)

York Region’s Emergency Management Conference brought all nine municipalities, stakeholders and key partners together for a day of learning

The York Region Emergency Management Conference took place on November 8, 2024. The theme of this year’s conference was “Clouds of Change: Navigating Weather Extremes and Digital Threats”.

The conference brought together 160 emergency management stakeholders including representatives from all nine local municipalities, first responders, Emergency Management Ontario, non-governmental organizations, academia, utilities, hospitals, conservation authorities and local school boards. Presentations covered cyber security and aspects of extreme weather risks and impacts, which have been ranked among York Region’s highest threats.

York Region’s Business Continuity Program supports organizational resiliency and continuity of operations

York Region continues to plan for business disruptions resulting from a loss of staff, facilities or technology. The Business Continuity Program ensures that critical services relied upon by York Region residents can continue to be delivered during emergencies.

Several actions have been undertaken to advance program priority areas, including:

- Initiated procurement of Business Continuity/Disaster Recovery software
- Established York Region’s Business Continuity Planning Community of Practice
- Integrated the Region’s most time-critical business functions into emergency management plans, resources and training
- Developed an online training module completed by more than 175 Regional staff with roles directly responsible or in support of emergency management

York Region demonstrated leadership in business continuity planning by sharing its journey at the Continuity and Resilience Today Conference. A presentation at the conference showcased York Region’s program, contributing to the broader business continuity community, and generating significant interest from the City of Toronto, City of Brampton, Region of Waterloo and Emergency Management Ontario.

York Region provided Emergency Management support to the northern six municipalities

Since 2017, York Region Emergency Management has been supporting the emergency management programs of the northern six municipalities (Aurora, East Gwillimbury, Georgina, King, Newmarket and Stouffville) on a cost recovery basis through a Memorandum of Understanding.

In 2024, this program supported these municipalities through the following activities:

1. Emergency Management Program Compliance: This included reviewing and/or updating existing emergency plans and bylaws, updating Hazard Identification Risk Assessments and reviewing Critical Infrastructure data.
2. Emergency Management Training: About 15 in-person and virtual training sessions were conducted to improve operational readiness and emergency response skills.
3. Emergency Exercises: Six individual exercises were designed and facilitated in 2024; these refocused on Incident Management System functionality.
4. Additional support to the northern six municipalities: Included supporting in-person and virtual Emergency Operations Centre activation procedures and other planning initiatives.

York Region provides business continuity planning support to York Regional Police

In 2023, York Region Emergency Management and York Regional Police entered into a partnership agreement to pilot the provision of business continuity support to York Regional Police. The pilot was successful; as a result, York Region entered into a Direct Resource Agreement with York Regional Police to continue providing support through 2024 and beyond. The agreement is reviewed on an annual basis and has been extended for 2025.

York Region provided input into Ontario's review of The *Emergency Management and Civil Protection Act* modernization

On July 3, 2024, the Province introduced its proposed modernization of the *Emergency Management and Civil Protection Act* with a focus on these **five areas** as a first step of a phased approach to inform opportunities for a modernized legislative framework.

1. The scope of an emergency and emergency management.
2. One window approach to provincial emergency management coordination.

3. Enhancing coordination between government, broader public sector and external partners.
4. Improving the consistency, quality and inclusivity of emergency management programs.
5. Reflecting how Ontario works with First Nations in emergency management.

On August 24, 2024, York Region staff in collaboration with local municipalities, and York Region's lead Indigenous Relations Advisor, provided a written submission on a discussion guide to Emergency Management Ontario.

The following feedback was provided by York Region:

- Consider the option for municipalities to combine emergency management programs. In a multi-tier municipality, that could mean one regional or county level program, or consolidated lower-tier municipal programs
- Consider a tiered approach to emergency management programs based on population size. Municipalities with smaller population size and less risk should not require the same type/level of emergency program as the large, densely populated municipalities
- Mandate a critical infrastructure assuredness program, including defined roles and responsibilities of the province, municipalities, and private sector
- Align Business Continuity Planning/Continuity of Operations Planning requirements for municipalities with those for the ministries

On December 9, 2024, the government introduced the First Reading of Bill 238, the *Emergency Management Modernization Act, 2024*. This Bill proposed amendments to modernize the *Emergency Management and Civil Protection Act*.

Given the Provincial Election and the legislature being dissolved, Bill 238 did not receive Royal Assent and is considered abandoned. However, a newly elected government, whether of the same political affiliation or not, may choose to re-introduce the Bill as is or with revisions.

5. Financial Considerations

This report does not present current or anticipated financial changes to the Region's budget or fiscal position and forms part of the approved budget funded from the tax levy.

6. Local Impact

Strong partnerships with local municipalities and key stakeholders are crucial for success in emergency management. In 2024, York Region Emergency Management team continued to

collaborate with its partners to ensure the Region remains prepared and ready to respond to business disruptions and emergencies of various sizes and impacts. They also worked together on HIRA, training, situational awareness mapping and public education activities for residents.

7. Conclusion

York Region has fulfilled all legislative requirements for its Emergency Management program in 2024 and continues to maintain key partnerships with York Regional Police and local municipalities. For more information on this report, please contact Morris Faccin, Manager, Emergency Management at 1-877-464-9675 ext. 71212. Accessible formats or communication supports are available upon request.



Recommended by:

Krista South
Executive Director Strategies & Initiatives



Approved for Submission:

Erin Mahoney
Chief Administrative Officer

February 18, 2025

eDOCS 16494846

Attachment #1 – 2025 Emergency Plan (eDOCS #16497369)

2025 EMERGENCY MANAGEMENT PLAN AND ANNEXES



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Record of Amendments

AMENDMENT NO.	DATE	SUBJECT	AMENDED BY
1	December 2010	Added Evacuation Annex 14	Guy Hall
2	December 2011	Annex updates	Guy Hall
3	December 2012	Emergency Plan and Annex Updates	Guy Hall
4	November 2013	Emergency Plan and Annex Updates	Guy Hall
5	December 2014	Emergency Plan and Annex Updates	Guy Hall
6	December 2015	Emergency Plan and Annex Updates	Guy Hall
7	December 2016	Emergency Plan and Annex Updates	Guy Hall
8	December 2017	Emergency Plan and Annex Updates	Guy Hall
9	December 2018	Emergency Plan and Annex Updates	Sophia Craig-Massey
10	December 2019	Emergency Plan and Annex Updates	Sophia Craig-Massey
11	November 2020	Emergency Plan and Annex Updates	Sophia Craig-Massey
12	January 2023	Emergency Plan and Annex Updates	Sophia Craig-Massey
13	December 2024	Emergency Management Plan and Annex Updates	Sophia Craig-Massey

Chapter 1: Introduction

Introduction

The *Emergency Management and Civil Protection Act* defines an emergency as:

“A situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”

Aim

The aim of the Region’s Emergency Management Plan is to:

- Protect public safety
- Create disaster resilient communities
- Promote public confidence in the Region’s ability to manage a major emergency or disaster

Purpose

The purpose of the Region’s Emergency Management Plan is to:

- Identify the roles, responsibilities and actions required of Regional Departments and York Regional Police in mitigating, preventing, preparing for, responding to, and recovering from major emergencies and disasters
- Ensure a coordinated response by the Region, local cities and towns, and other agencies in managing emergencies or disasters; to save lives, prevent injuries, protect property and the environment
- Enable decision makers to deploy available resources efficiently and effectively, and
- Provide a means to identify, request, and procure additional resources

The response to emergencies will be managed using the Regional Emergency Management Plan – Basic Plan (this document), and the functional responses organized in annexes to this plan. This plan may be used in conjunction with business continuity plans (refer to [Chapter 7: Business Continuity Plans](#)).

Legal Authorities

The legislation under which York Region and its employees are authorized to respond to an emergency include:

- *The Emergency Management and Civil Protection Act*
- Ontario Regulation 380/04
- York Region Emergency Management Program By-law

Emergency Management and Civil Protection Act

Section 2.1 of the Act requires municipalities to develop and implement an emergency management program and adopt a by-law. An emergency management program must consist of the following:

- An Emergency Plan
- Training programs and exercises for employees of municipalities and other persons with respect to the provision of required services and procedures to be followed in emergency response and recovery activities
- Public education on risks to public safety and on public preparedness for emergencies
- Any other element required by standards for emergency management programs that may be developed by the President of Treasury Board Secretariat

In developing the emergency management program, municipalities must identify and assess various hazards and risks to public safety that could give rise to emergencies and identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.

Ontario Regulation 380/04

Regulation 380/04 came into force on December 31, 2004 and describes the emergency management standards for Ontario Ministries and Municipalities. The specific municipal requirements are described below.

- Every municipality shall designate an employee or a member of Council as its Community Emergency Management Coordinator (CEMC) who shall complete training, as required by Emergency Management Ontario
- The CEMC shall co-ordinate the development and implementation of the emergency management program within the Region and in so far as possible with the emergency management programs of other municipalities, Ontario ministries and organizations outside government that are involved in emergency management
- The CEMC shall report to the Region's Emergency Management Program Committee on the above program
- Every municipality shall have an Emergency Management Program Committee composed of the CEMC, a senior municipal official appointed by Council and such other persons that may be appointed by council

- The group shall direct the municipality’s response in an emergency, including the implementation of the municipality’s emergency response plan
- The group shall develop procedures to govern its responsibilities in an emergency
- The members of the group shall complete the annual training that is required by Emergency Management Ontario
- Every municipality shall have an annual practice exercise for simulated emergency incident training
- Every municipality must have an emergency operations centre with appropriate communications systems
- Every municipality shall designate an employee of the municipality as its Emergency Information Officer to act as the primary media and public contact in an emergency

York Region By-law

Council approved the Emergency Management Program and the Emergency Response Plan with the enactment of the Emergency Management Program By-law 2023-14.

Regional Emergency Management Program Committee

Every municipality is required to have an Emergency Management Program Committee (EMPC), appointed by Council. According to Emergency Management Ontario, the role of the EMPC is “to oversee the development, implementation, and maintenance of the municipal emergency management program, including the municipal emergency response plan, public education program, training, and exercises. The Committee shall advise Council on the development and implementation of the municipality’s emergency management program. The committee is also accountable for the annual review of the municipality’s emergency management program.

Members of the EMPC are position based and appointed by Regional Council through by-law 2023-14. The EMPC is chaired by the Executive Director, Strategies and Initiatives, and supported administratively by the Emergency Management Program.

EMPC Members

1. Regional Chair
2. York Region Chief Administrative Officer
3. Executive Director of Strategies and Initiatives (Chair)
4. Community Emergency Management Coordinator (CEMC)
5. Regional Solicitor
6. Executive Director of People, Equity and Culture

7. Commissioner, Community and Health Services
8. Medical Officer of Health
9. Commissioner, Public Works
10. Commissioner, Corporate Services
11. Commissioner, Finance
12. Director, Corporate Communications
13. Regional Fire Coordinator
14. Chief of Police
15. Chief Paramedic Services

Incident Management System

The Incident Management System (IMS) has been adopted in this plan to define the basic command structure and to identify roles and responsibilities to ensure effective management of the emergency.

Plan Distribution and Maintenance

Distribution of the Region's Emergency Management Plan and Annexes will be in hard copy to Departments and available electronically in Adobe Portable Document Format (PDF).

A copy of the most current version of the Emergency Management Plan is available on the York Region website at www.york.ca.

The Manager of Emergency Management ensures the Emergency Management Plan is reviewed, tested, and updated annually. It is also the role of this position to maintain the master copy of the Region's Emergency Management Plan.

Chapter 2: Definitions

- **Action Plan**
Contains objectives, reflecting the overall strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written. When written, the Action Plan may have several attachments (evacuation plan, map, etc.)
- **Agency**
A division of government with a specific function offering a particular kind of assistance. In IMS, agencies are defined as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources for other assistance)
- **Chair**
The Head of Council or his/her designate for The Regional Municipality of York
- **Chief Administrative Officer (CAO)**
The Chief Administrative Officer of The Regional Municipality of York or designate. The CAO is the EOC Director of the Regional Emergency Control Group and REOC Director responsible for overall command within the Regional Emergency Operations Centre
- **Community Emergency Management Coordinator (CEMC)**
The Manager of Emergency Management or the alternate CEMCs act as the Community Emergency Management Co-coordinator for York Region. The CEMC is responsible and accountable for the Region's Emergency Management program and is a member of the Regional Emergency Control Group and the Emergency Management Program Committee
- **Cyber Breach Response Framework**
Provides a response process for cyber breaches involving technology or programs, as well as cyber breaches involving confidential information that results in a privacy breach. The Framework has been developed to assist the Region in responding to a cyber breach in an effective and efficient manner
- **Departmental Emergency Coordination Centre (DECC)**
A designated and appropriately equipped facility where senior staff of any regional Department, aligned service or other partner agency, assemble to manage their function-specific response to any incident, emergency or disaster event that impacts it or its operations
- **Emergency**
A situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage

to property and that is caused by the forces of nature, a disease or other health risk, an accident, or an act whether intentional or otherwise

- **Emergency Management and Civil Protection Act**
The *Emergency Management and Civil Protection Act, R.S.O. 1990, c.E.9*, as amended
- **Emergency Management Program**
A program based on a hazard identification and risk assessment process and leads to a comprehensive program that includes the five core components of mitigation, prevention, preparedness, response, and recovery. The program will consist of a risk analysis, a current emergency response plan based on that analysis, the operation of an Emergency Management Program Committee, an Emergency Operations Centre, a formalized training and exercise program, a Community Emergency Information Officer, a Community Public Awareness Program, and will be reviewed annually
- **Emergency Operations Centre**
A designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to the emergency
- **Emergency Lodging Service**
Arranges for safe, temporary lodging for homeless or evacuated people
- **Emergency Site (Emergency Area)**
The area in which an emergency exists
- **Emergency Site Management Team**
Consists of the Incident Commander/Unified Command, On-Scene Commanders representing the responding agencies involved in the Emergency, and the On-Scene Media Spokesperson
- **Emergency Social Services**
A planned emergency response designed to provide those basic services considered essential for the immediate and continuing well-being of persons affected by an emergency. Six emergency social services are considered essential: emergency food, lodging, clothing, registration and inquiry, personal services, and reception centres. In York Region, the Community and Health Services Department is responsible for coordinating these services, in collaboration with community agencies, local municipalities, and Regional departments
- **Fire Service**
The Fire Department of the local municipality or a combined Fire Department of one or more area municipalities

- **Full Alert**
The Emergency Alert level utilized when all members of the Regional Emergency Control Group and Regional Support Group are contacted and advised to report to the Regional Emergency Operations Centre
- **Functional Emergency Management Plan**
A written plan describing the functions of each Regional Department or service in an emergency, and any agency with a designated emergency function
- **Incident Commander**
The person at the emergency site from the lead agency who coordinates and manages the response to the emergency
- **Incident Management System (IMS)**
A standardized system that defines the basic command structure and roles and responsibilities required for the effective management of an emergency incident or situation
- **Local Municipality**
The municipality or corporation of the Town of Aurora, City of Markham, Town of Newmarket, City of Richmond Hill, City of Vaughan, Town of Whitchurch-Stouffville, Town of East Gwillimbury, Town of Georgina, and the Township of King
- **Media Information Centre**
A location which can be used to brief media during an emergency. The Media Information Centre is managed by the Public Information Officer and is currently located in the York Region Administrative Centre (Great Hall) at 17250 Yonge Street in Newmarket
- **Municipal Emergency Management Plan**
An Emergency Management Plan prepared by one of the local cities or towns
- **Municipal Emergency Operations Centre (MEOC)**
A designated and appropriately equipped location from which local municipal staff assemble to manage their response to any incident, emergency or disaster event that impacts within municipal boundaries
- **Mutual Assistance Agreement**
A written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner

- **Non-Governmental Organization (NGO)**
An organization that is not part of a government and was not found or funded by the province. NGOs are usually non-profit organizations and are generally restricted to advocacy groups having goals that are primarily non-commercial
- **Operational Period**
The period of time scheduled for execution of a given set of operational actions as specified in the action plan. Operational periods can be of various lengths, although usually not over 24 hours
- **Outer Perimeter**
A geographic area selected by the Incident Commander and surrounding the inner perimeter. This area serves as a coordination and assembly area for essential emergency personnel. Access to the outer perimeter is restricted to essential personnel as determined by the Incident Commander
- **Provincial Emergency Operations Centre (PEOC)**
The designated facility established to manage the response to and recovery from the emergency or disaster for the Province of Ontario
- **Public Information Officer (PIO)**
The individual responsible for coordinating emergency information with the media, the public, and employees
- **Reception Centre Services**
Sets up and operates reception centres, a one-stop service site, where evacuees are received and in which the five other Emergency Social Services are provided: clothing, lodging, food, registration and inquiry, and personal services
- **Recovery**
Activities and programs designed to return conditions to a level that is acceptable to the Region
- **Region**
The Regional Municipality of York
- **Regional Council**
York Regional Council
- **Regional Emergency Control Group (RECG)**
A group of Regional Department Heads and other key personnel chaired by the CAO, which is responsible for directing all emergency operations and providing the personnel and resources needed to effectively manage the emergency within the Region

- **Regional Emergency Management Program Committee**
A mandatory committee that advises Council on the development and implementation of the Region's emergency management program and conducts an annual review of the Region's emergency management program with recommendations to Council for its revision, if necessary
- **Regional Emergency Operations Centre (REOC)**
The location from which staff manage the Regional response to and recovery from the emergency or disaster. The REOC may also be activated in a virtual environment
- **Regional Emergency Operations Centre (REOC) Management Team**
The REOC Management Team meets according to the operations cycle and implements the incident management process, which sets response priorities and activities. REOC Management Team members consist of: The Policy Group, Command Staff Officers, Operations Section Chief (and Operations staff as required), Planning Section Chief, Logistics Section Chief, and the Finance Section Chief
- **Regional Emergency Public Information Centre (EPIC)**
A call centre established during an emergency to respond to and redirect inquiries and reports from the public. York Region's corporate call centre is Access York
- **Regional Fire Coordinator (or Alternate)**
A Fire Chief from one of the fire departments in the Region, appointed by the Ontario Fire Marshal, to serve as coordinator of the region-wide Mutual Aid Fire Plan
- **Response**
In emergency management applications, activities designed to address the immediate and short-term effects of the emergency
- **Stand-by Alert**
The Emergency Alert level utilized when some or all members of the Regional Emergency Control Group and Regional Emergency Operations Centre (REOC) staffs are contacted and instructed to "stand-by" for further information or instructions
- **Unified Command**
In IMS, unified command is a unified team effort, which allows all agencies with jurisdictional responsibility for the incident, either geographical or functional, to manage the response/recovery by establishing a common set of incident objectives, strategies and action plans

Chapter 3: Hazard Identification and Risk Assessment (HIRA) and Critical Infrastructure

HIRA Overview

The *Emergency Management and Civil Protection Act* requires every municipality to identify and assess the various hazards and risks to public safety that could give rise to emergencies and to identify the facilities and other elements of the infrastructure that are at risk of being affected by emergencies.

A “hazard” is defined as a product, situation or location that contains an inherent danger which has a threat or threats to life, property, or the environment associated with it.

A “threat” is the way in which the danger inherent in the hazard could manifest itself, given certain conditions, creating an emergency or disaster.

In 2024, the top threats (in order of importance) to the Region include:

- Winter weather
- Cyber attacks
- Infectious disease
- Tornadoes
- Electrical energy failure (Winter)
- Severe floods
- Civil disorder
- High winds
- Chemical transport incident (rail and road)
- Telecommunications failure

Critical infrastructure is defined by York Region as infrastructure that may be deemed to be critical if its failure or disruption may significantly jeopardize the health, safety, and security of the Region.

York Region and its municipal partners review and update the Hazard Identification and Risk Assessment (HIRA) and critical infrastructure database and maps annually.

For further information contact Emergency Management, Office of the CAO.

Chapter 4: Implementation of the Emergency Management Plan

At the threat of an impending emergency and/or at the scene of an emergency, the first responders will assess the situation to determine if this is an event that exceeds the capability of the local municipality and may require extraordinary measures to contain, respond to, and recover from the situation.

1.0 Action Prior to Declaration of an Emergency

When an Emergency appears imminent but has not yet been declared, members of the Regional Emergency Control Group (RECG) may take necessary action under the Emergency Management Plan to protect the lives and property of the inhabitants of York Region. When such actions are undertaken, they shall be reported as soon as practicable to the CAO, who shall in turn advise the Head of Council who will advise members of Regional Council of the actions taken and the circumstances under which they were taken.

The CAO, Chief of Police, Regional Fire Coordinator, or any other member of the RECG, may request the Emergency Management Team to assemble the RECG at the REOC or other specified location or be placed on Standby Alert.

2.0 Municipal Emergencies

Response to emergencies within the Province of Ontario is based on a "tiered" approach, with local cities and towns responsible for providing the first level of response. York Region automatically provides assistance to the affected municipality through the provision of support from York Regional Police and Paramedic Services. Municipalities may also request the services of the Departments of Community and Health Services and Public Works. During a local emergency, each of these agencies may provide personnel who may serve as members of the local Municipal Emergency Operation Centre staff.

On declaration of a municipal emergency in one of the local cities and towns, the Region will normally implement its own Emergency Management Plan by activating the REOC (to level 1 or 2) with a skeletal staff. In addition to the support noted above, York Region will be prepared to provide additional support as requested by the Mayor or designate of the affected municipality. This request would be made to the Chairperson of York Regional Council.

3.0 Declaration or Termination of a Regional Emergency

The decision to declare or terminate a Regional Emergency in all or in part of the Region is made by the Head of Council, following a recommendation from the RECG. The factors affecting this decision are:

- Response coordination required because of significant number of people at risk, large widespread event, multiple emergency sites, and multiple municipalities involved
- Resource coordination required because of limited municipal resources, significant need for outside resources, need to coordinate Regional resources
- Declaration of a Local Emergency or Provincial Emergency is made

Should the Head of Council decide that a Regional emergency declaration is warranted, based on the advice of the CAO and the RECG, the Declaration of Regional Emergency form shall be signed.

Upon activation of the York Emergency Management Plan, York Region Emergency Management will notify RECG members (beginning with the CAO) that a Standby Alert has been issued, or that the RECG is to assemble at the REOC or other specified location (this includes the possibility of establishing a virtual EOC).

4.0 York Region's Emergency Notification System

York Region Emergency Management has been assigned the function of notifying members of the RECG of any incident which may require the activation of the REOC. At the request of the CAO, the York Region Police Chief, Regional Fire Coordinator, or any member of the RECG, the on-call Emergency Management team member will activate the Enterprise Notification System (ENS)/RAVE (beginning with the CAO) and initiate a Standby Alert or a request for the RECG are to assemble at the REOC or other specified location.

The Notification Annex describes the notification criteria and process.

Chapter 5: Regional Emergency Control Group (RECG) and Regional Emergency Operations Centre (REOC) Staffing and Responsibilities

The Regional Emergency Control Group (RECG) is responsible for exercising overall management responsibility for the corporation's business continuity and coordination of emergency response and recovery operations.

Ontario Regulation 380/04 requires all municipalities to have a municipal control group to direct the respective municipalities' response in an emergency, including the implementation of the municipality's Emergency Management Plan, and the development of procedures to govern its responsibilities in an emergency. The RECG is approved by York Regional Council through the Emergency Management Program Bylaw.

The RECG is composed of:

- Regional Chair (Deputy Chair) and Chief Executive Officer
- Chief of Staff to the Regional Chair
- Chief Administrative Officer
- Commissioner, Community and Health Services
- Commissioner, Public Works
- Commissioner, Finance and Regional Treasurer
- Commissioner, Corporate Services
- York Regional Police Chief
- Regional Fire Coordinator
- Regional Solicitor
- Medical Officer of Health
- Chief, Paramedic Services
- Director, Corporate Communications
- Executive Director, Strategies and Initiatives, Office of the CAO
- Executive Director, People, Equity and Culture, Office of the CAO
- Manager, Emergency Management, Office of the CAO

Head of Council (Policy Group)

Responsibilities

The Regional Chair, as Head of Council, is authorized to declare an emergency in all or in any part of York Region. The Head of Council may take any action and issue orders as necessary to implement the Emergency Management Plan and to protect property and the health, safety and welfare of the residents, businesses, employees, and visitors in the emergency area.

In exercising these powers, the Head of Council shall be advised by the RECG. In addition to these general responsibilities, the Head of Council shall be responsible for the following:

- Provide overall emergency policy and direction to the REOC Director (CAO)
- Notify Emergency Management Ontario, through the Provincial Emergency Operations Centre, (416) 314-0472 or 1-866-314-0472 or PEOCDO01@ontario.ca
- Notify the Mayors of the local municipalities, members of York Regional Council and neighboring municipal officials (as required)
- Notify the public of the declaration of an Emergency
- Notify the Region's Members of Parliament and Members of Provincial Parliament
- Formally request Provincial and/or Federal government assistance (through the Provincial Treasury Board Secretariat, as required)
- Act as the primary spokesperson for the Region, authorize the release of information on behalf of the Region or delegate that authority to the CAO and/or the Public Information Officer
- Issue authoritative instructions, information and warnings to the general public via the media as authorized and requested by various agencies
- Officially declare that the emergency has terminated and notify Emergency Management Ontario, the public, the Area Municipal Mayors, Regional Council, MPs, and MPPs of the said termination

Regional Council passed a by-law (2023-05) to provide for the appointment of an Acting Chair.

Regional Emergency Operations Centre Staffing

The CAO shall be the REOC Director, and in this capacity, shall oversee the activities of the staff in the REOC.

The CAO may add or remove members and assign staff depending on the nature of the emergency. The REOC may be staffed by the following persons or their designates:

- Command
 - REOC Director – Chief Administrative Officer
 - Deputy Director – Executive Director, Strategies and Initiatives, Office of the CAO
 - Liaison – Manager, Emergency Management, Office of the CAO
 - Emergency Information Officer – Director, Corporate Communications
 - Legal/Risk Management – Regional Solicitor, Risk Manager
 - Staff Safety Officer – To be appointed by the Executive Director, People, Equity and Culture as appropriate

- Operations
 - Chief, York Regional Police
 - Regional Fire Coordinator or Alternate
 - Chief, Paramedic Services
 - Commissioner, Community and Health Services
 - Medical Officer of Health or Associate Medical Officer of Health
 - Commissioner, Public Works

- Planning
 - Section Chief – To be appointed by the REOC Director at the time of activation
 - Regional Clerk
 - Director, Data, Analytics, and Visualization, Corporate Services
 - Program Manager, Emergency Plans and Operations, Office of the CAO
 - Program Manager, Emergency Exercises, Training and Public Education, Office of the CAO

- Logistics/Finance
 - Commissioner, Corporate Services
 - Commissioner, Finance Department and Treasurer
 - Director, Transit
 - Senior Executive Officer, People Equity and Culture
 - Director, Property Services
 - Director, Procurement
 - Director, IT Services

Regional Emergency Operation Centre Staff Responsibilities

The primary responsibilities of the REOC staff are to implement the Emergency Management Plan and appropriate Departmental annexes or business continuity plans during an emergency and to provide advice and assistance to the Head of Council.

During an emergency, REOC staff are responsible for directing and coordinating all support to emergency operations by providing personnel and resources needed by municipalities or first responders to effectively manage the emergency within the Region. It is the responsibility of all REOC staff to assign an alternate in their absence or inability to respond.

Individual Responsibilities

The REOC Director, as part of Command, will be responsible for the following duties:

- Exercise overall management responsibility for the coordination between response and supporting agencies in the REOC. Set priorities for response efforts in the affected areas
- Establish the appropriate staffing level for the REOC and continuously monitor organizational effectiveness to ensure that appropriate modifications occur as required
- Ensure interagency coordination is established between the REOC and first responders and municipal EOCs
- Confirm the adequacy of the expenditure limits as identified in the purchasing by-law
- Advise the Head of Council on Regional policies and procedures as appropriate
- Determine the need to activate an Emergency Public Information Centre (EPIC) or hotline and assign responsibility
- Ensure risk management principles and procedures are applied to all REOC activities
- Determine what REOC sections are needed, assign section chiefs as appropriate and ensure they are staffing their sections as required:
 1. Operations Section Chief
 2. Logistics Section Chief
 3. Planning Section Chief
 4. Finance Section Chief

- Determine which management staff positions are required and ensure they are filled as soon as possible:
 1. Deputy Director
 2. Information Officer
 3. Liaison Officer
 4. Risk Manager
 5. Legal Advisor
 6. Staff Safety Officer

- Establish initial priorities for the REOC based on current status and information from municipal EOCs and/or incident commander
- Schedule the initial REOC Action Planning meeting and have Planning Section Chief prepare the agenda
- Ensure that operational periods are established, and that initial REOC response priorities and objectives are decided and communicated to all involved parties
- In conjunction with the Emergency Information Officer, conduct news conferences and review media releases for final approval
- In coordination with management staff, identify priorities and management function objectives for the initial REOC Action Planning meeting
- Convene the initial REOC Action Planning meeting and ensure the Planning Section facilitates the meeting appropriately
- Once the Action Plan is completed by the Planning section, review, approve and authorize its implementation
- Conduct periodic briefing with the REOC Management Team to ensure response priorities and objectives are current and appropriate
- Document all decisions/approvals
- Approve resource requests not included in Action Plan, as required
- Formally request assistance from neighboring regional governments or the City of Toronto (in accordance with the various Mutual Assistance Agreements), as required

The Executive Director, Strategies and Initiatives, as part of Command, will:

- Assume the role of REOC Deputy Director or REOC Director in the absence of the CAO as a member of the RECG in the REOC
- Undertake special assignments at the request of the CAO

The Manager of Emergency Management, as part of Command, will:

- As the Liaison Officer, function as point of contact for, and interaction with, representatives from other agencies arriving in the REOC and any organizations not represented in the REOC
- Establish initial contact information
- Assist and serve as an advisor to the REOC Director and Emergency Control Group as needed, providing information and guidance related to the external functions of the REOC
- Provide general advice and guidance to external agencies and REOC staff as required
- Supervise the set-up of the REOC
- Assist the REOC Director in determining appropriate staffing for the REOC
- Ensure an REOC organization and staffing chart is posted and updated
- Ensure access control to the REOC is established immediately
- Carry out liaison with Emergency Management Ontario (EMO), Provincial Emergency Operations Centre (PEOC), and various municipal Emergency Operations Centres
- Assist the REOC Director in developing overall REOC priorities, as well as priorities for the initial Action Plan
- Prepare external non-represented agency information for briefings with the REOC Management Team
- Ensure that operational priorities and objectives identified in the REOC Action Plans are communicated to external non-represented agencies
- Request the assistance of York Amateur Radio Emergency Services in providing emergency and back-up telecommunications links between the REOC and any other locations, as required

The Emergency Information Officer (EIO), as part of Command, will:

- Serve as the coordination point for all public information, media relations and internal information sources for the REOC

- If directed by the REOC Director, ensure that the EPIC is established to enable the public to access helpful information or advice
- Coordinate with Access York and provide them with timely and accurate scripts and information so they can provide callers with information. Please note due to surge capacity issues, concerted efforts through digital communication channels (York.ca, social media, on hold messaging) will be prioritized to try and triage the calls to the corporate call centre
- Work to inform the public within the affected area receives complete, accurate and consistent information about life safety procedure, public health advisories, relief and assistance programs and other vital information
- Provide communications advice to the Head of Council, REOC Director and RECG
- Coordinate and supervise writers assigned to communications tasks
- Maintain the corporate website and York Beat intranet for REOC information, as appropriate
- Review all communications and gain approval for release by the Regional Chair or the CAO
- Liaise with Emergency Information Officers at site(s) and municipal EOCs as identified by the Liaison Officer
- As it relates to digital communications, responsible for overseeing the following:
 - Monitoring information posted to corporate social media as it relates to the specific event(s)
 - Proactive updates/information sharing
 - Identifying and communicating the need for additional social media resources to effectively manage communications
- More information about the role of the public information officer, the communication response, and specific tactics, is contained in [York Region's Crisis, Risk and Emergency Communication Plan \(eDOCS #8960041\)](#)

Legal Services, as part of Command, will be responsible for the following services:

- Provide advice to the RECG on matters of a legal nature, as they may apply to the actions of the Region in its response to the Emergency, as requested
- Work with and provide advice to Risk Management
- Liaise with representatives from the Ontario Treasury Board Secretariat and provide advice to the Chair and the RECG with respect to interpretation of legislation governing the control of response to an Emergency, by the RECG
- Assess and provide advice with respect to any right of action pursuant to Section 12 of the *Emergency Management and Civil Protection Act* against any person(s)

causing an Emergency, to recover expenses incurred by the Region, and to ensure that necessary evidence is preserved to assert such action at a later date

- Act as Chair for the Cyber Breach Response Team and ensure measures described under the Cyber Breach Framework are carried out effectively.

Risk Management, as part of Command, will be responsible for the following services:

- Ensure that good risk management practices are applied throughout the response organization and that every function contributes to the management of risk
- Protect the interests of all REOC participants, agencies, and organizations by ensuring due diligence in information collection, decision-making, and implementation
- Monitor situations for risk exposures and ascertain probabilities and potential consequences of future events

York Regional Police, as part of Operations, will be responsible for the following duties:

- If assigned by the REOC Director, act as the Operations Section Chief and ensure the operations function is carried out including coordination of response for all operational functions assigned to the REOC
- Ensure any operational objectives and assignments identified in the REOC Action Plan related to public safety are carried out effectively
- Establish a site command post with communications to the REOC
- Provide the REOC with advice on public safety matters
- Provide an Incident Commander, if required
- Establish an ongoing communications link with the Incident Commander
- Establish an inner perimeter within the emergency area
- Establish an outer perimeter in the vicinity of the emergency to facilitate the access/egress of emergency vehicles and to restrict the movement of non-essential personnel
- Provide traffic control to facilitate the movement of emergency vehicles
- Alert persons endangered by the emergency and coordinate evacuation procedures, including traffic control on evacuation route
- Provide remote aerial vehicle (RAV) support to the REOC if requested

- In cooperation with the Community and Health Services Department and community partners, ensure public safety is protected, and the safe and orderly flow of traffic is maintained at reception centres

Regional Fire Coordinator, as part of Operations, will be responsible for the following duties:

- If assigned by the REOC Director, act as the Operations Section Chief and ensure the operations function is carried out, including coordination of response for all operational functions assigned to the REOC
- Ensure any operational objectives and assignments in the REOC Action Plan related to fire safety are carried out effectively
- Provide the RECG with advice on firefighting matters
- Establish an ongoing communications link with the Fire Incident Commander
- During a significant event, liaise with PEOC Duty officer to update on status and arrange for additional specialized equipment or personnel, if required
- Provide assistance to other municipal Departments and agencies by being prepared to take charge of, or contribute to, non-firefighting operations, if necessary (e.g., rescue, first aid, casualty collection, evacuation, etc.)

Chief of Paramedic Services, as part of Operations, will be responsible for the following duties:

- If assigned by the REOC Director, act as the Operations Section Chief and ensure the operations function is carried out, including coordination of response for all operational functions assigned to the REOC
- Ensure any operational objectives and assignments identified in the REOC Action Plan related to paramedic services are carried out effectively
- Liaise with the Ontario Ministry of Health and allied Paramedic Services agencies
- Recommend specific responses to conditions that could affect the Paramedic Services interaction
- Liaise with the allied Paramedic Services agencies on areas of mutual concern, which may include:
 - Triage
 - Stabilization of patients
 - Transport to hospitals
 - Any other issues needed in pre-hospital care

- Liaise with other agencies as required to augment and coordinate Paramedic Services resources
- Provide an Incident Commander, if required
- Delegate Paramedic Services representatives to provide support as requested to local municipal Emergency Operations Centres (EOC) and Emergency Control Groups (ECG) for emergencies impacting EMS

Medical Officer of Health or Associate Medical Officer of Health, as part of Operations, will be responsible for the following duties:

- If assigned by the REOC Director, act as the Operations Section Chief and ensure the operations function is carried out, including coordination of response for all operational functions assigned to the REOC
- Ensure any operational objectives and assignments identified in the REOC Action Plan related to public health are carried out effectively
- Liaise with the Ontario Ministry of Health and implement directives from the Chief Medical Officer of Health, if provided
- Assimilate public health information and provide advice to the RECG on public health issues and recommend specific response to conditions that could affect the health of the community
- Liaise with the Commissioner of Community and Health Services on areas of mutual concern regarding health services in reception centres that include:
 - Food safety and water quality
 - General sanitation and health hazards
 - Infection prevention and control
 - Accommodation standards for emergency lodging
- Liaise with the Commissioner of Community and Health Services on public health issues related to the incident (e.g., outdoor air quality or water quality in the event of a spill, impact to a community, advice on evacuation or shelter-in-place) or other potential health hazards in the community
- Liaise with agencies as required to augment and coordinate public health resources
- Provide an Incident Commander, if required
- Convene the Community and Health Services Emergency Control Group and Departmental Emergency Operations Centre as required
- Provide public health support where able to local municipal Emergency Operations Centres (EOCs) and Emergency Control Groups (ECGs) for emergencies impacting public health

Commissioner of Public Works, as part of Operations, will be responsible for the following duties:

- If assigned by the REOC Director, act as the Operations Section Chief and ensure the operations functions are carried out, including coordination of response for all operational functions assigned to the REOC
- Ensure any operational objectives and assignments identified in the REOC Action Plan related to transportation services are carried out effectively
- Provide emergency traffic detour plans in coordination with York Regional Police
- Provide the RECG with information and advice on roads or transit matters
- Implement the Transportation Services Spill Response Program, as required, to ensure the containment and clean-up of all hazardous or environmentally significant spills and the safe disposal of all residues
- Liaise with public utilities to disconnect any service representing a hazard and/or arrange for the provision of alternate services or functions
- Coordinate transportation requirements (requested by the REOC, a municipality, or site Incident Commander) and contact the contracted operators to make requests for emergency operations support as needed
- Administer Memorandum of Understanding (MOU) agreements with other jurisdictions, public agencies and private industry for use of their transportation assets, where appropriate, during emergency situations
- Ensure the Transit Operations Centre (TOC – 50 High Tech Road) is activated, if required
- Ensure that selected YRT staff and the Emergency Information Officer are provided with timely information on emergency transportation arrangements that can be disseminated to the public
- Provide transportation vehicles and equipment as required for emergency services
- Ensure any operational objectives and assignments identified in the REOC Action Plan related to water/wastewater or waste management infrastructure, forestry and corporate energy services are carried out effectively
- Provide and maintain Regional water, wastewater, waste management, forestry, and corporate energy services in consultation with officials of the local municipalities and of the Province of Ontario, where required
- Provide the RECG with information and advise on water, wastewater, waste management, forestry, and corporate energy matters, including the status of Regional infrastructure
- Activate the Public Works Department Operations Centre (DOC), if required
- Identify of the need for the provision of emergency supplies, if required, and request assistance through the Procurement Office

- Assist the local Municipal Fire Services with the provision of equipment and resources where available for pumping operations and emergency water supplies for firefighting
- Maintain communications with conservation authorities and relevant regulatory agencies
- Provide an Incident Commander, if required

Commissioner of Community and Health Services, as part of Operations, will be responsible for the following duties:

- If assigned by the REOC Director, act as the Operations Section Chief and coordinate all operational functions assigned to the REOC
- Convene the CHS Emergency Control Group and activate the Departmental Emergency Operations Centre (DEOC) to support the CHS branch response as required
- Ensure any operational objectives and assignments identified in the REOC Action Plan related to CHS and/or Emergency Social Services (ESS) are carried out effectively
- Liaise with, or assign a designate to liaise with, local municipalities, Canadian Red Cross and/or external partners to determine requirements for ESS. Refer to Annex 7: Emergency Social Services and/or Annex 14: Evacuations of The Regional Municipality of York Emergency Management Plan for additional roles and responsibilities
- Coordinate with the Medical Officer of Health and/or the DEOC on issues management in areas of mutual concern regarding operations in reception centres that include:
 - Food safety and water quality
 - General sanitation and health hazards
 - Infection prevention and control
 - Accommodation standards for emergency lodging
- Liaise with the Medical Officer of Health on public health issues related to the incident (e.g., outdoor air quality or water quality in the event of a spill, impact to a community, advice on evacuation or shelter-in-place) or other potential health hazards in the community
- Liaise with the Public Information Officer to examine and modify any potential impact to staffing requirements for Access York/Emergency Public Information Centre operations, given the impact of the emergency
- Refer requests for CHS representatives to provide support to local Municipal Emergency Operations Centres (EOCs) and Emergency Control Groups (ECG)

The Planning Section Chief will be responsible for the following duties:

- Ensure that the following responsibilities of the Planning Section are addressed as required:
 - Collect, analyze, and display situation information
 - Prepare periodic Situation Reports
 - Prepare and distribute the REOC Action Plan and facilitate Action Planning process
 - Track resources
 - Conduct advance planning activities and report
 - Document and maintain files on all REOC activities
 - Provide technical support services to the various REOC sections and branches
- Establish the appropriate level of organization for the Planning Section
- Exercise overall responsibility for the coordination of activities within the section
- Keep the REOC Director informed of significant issues affecting the Planning Section
- In coordination with the RECG, ensure that Status Reports are completed and utilized as a basis for REOC Situation Reports and REOC Action Plans
- Provide staff to assist the Emergency Information Officer
- Ensure the maintenance of the REOC SharePoint site

Regional Clerk, as part of the Planning Section, will:

- Collect, organize, and file all completed event or disaster related forms, including all REOC position logs, Situation Reports, REOC Action Plans and any other related information, just prior to the end of each operational period
- Provide document reproduction services to REOC staff
- Distribute the REOC Situation Reports, REOC Action Plan and other documents, as requested
- Maintain a permanent archive of all Situation Reports and REOC Action Plans associated with the event or disaster
- Assist with preparation and distribution of the REOC After Action Report
- Supervise the Documentation Unit
- File all incident documentation in accordance with York Region by-laws

Director of Data, Analytics and Visualization Services, as part of the Planning Section, will:

- Be responsible for the provision of all Geomatics services to the REOC
- Provide staff to set-up and manage GIS technology through the Situational Awareness Manager (SAM) app
- Provide current quality information to support REOC
- Provide products and services to support queries, analysis and decision-making
- Provide electronic map display for the REOC
- Create and maintain maps that were used during the emergency so that they could be used in a review of the event or response to it
- Support the sharing of maps and data from the REOC to other partner EOCs

Program Managers, Emergency Management, as part of Planning Section, are responsible for the Situation Unit and Advance Planning. The Managers will:

- Assist with the setup, activation and deactivation of the REOC
- Populate and maintain the Incident/Event Logs
- Provide advice and support to the Planning Section Chief

Commissioner of Corporate Services, as Logistics Section Chief, will be responsible for the following duties:

- Ensure the Logistics function is carried out in support of the REOC. This function includes providing telecommunication services and information technology, locating, or acquiring equipment, supplies, personnel, facilities, and transportation, as well as arranging for food, lodging and other support services as required for the REOC, DOCs, call centres and site requirements
- Ensure that appropriate security measures have been established to allow for only authorized access to the REOC facility and documentation
- Ensure section objectives, as stated in the REOC Action Plan, are accomplished within the operational period or within the estimated timeframe
- Coordinate closely with the Operations Section Chief to establish priorities for resource allocation within the operational area
- Keep the REOC Director informed of all significant issues relating to the Logistics Section
- Ensure critical resources are allocated according to REOC Action Plan policy,

priorities and direction

- Coordinate the provision of food and lodging for REOC and site personnel

Director of Procurement, as part of Logistics, is responsible for:

- Ensuring required logistical support is available in the REOC, Departmental Operations Centres, Reception Centres, and any Call Centres, including:
 - Meals
 - Accommodations
- Assist in purchases under By-law 2021-103 to provide for the emergency procurement of goods and services

Director of Information Technology Services, as part of Logistics, is responsible for:

- The provision of all Information Technology (IT) services to the REOC
- Supervise the set-up and take down of the telephone and IT system in the primary or alternate REOC
- Ensure that an IT technician is available on a 24-hour, seven-day basis to the REOC
- Ensure the physical set-up of the Emergency Public Information Centre, as directed by the REOC Director
- Ensure that telephone support is available on a 24/7 basis to support the REOC and any Emergency Public Information Centre that is established

Director of Property Services, as part of Logistics, will be responsible for the following services:

- Security and parking at the REOC and associated functions (e.g., media)
- Continuity of REOC facility services (e.g., maintenance, access, power, HVAC, audio-visual)
- Implementation of facility Emergency Management Plans, Fire Safety, suspicious packages, bomb threats
- Contract and lease administration for additional resources (e.g., snowplowing)
- Provision of space and furniture requirements for REOC and associated functions

Executive Director of People, Equity and Culture, as part of Logistics, will be responsible for the following duties:

- Provide advice to the RECG on Human Resource Policies
- Coordinate volunteers from community agencies and the public to assist in providing services to the public, as required
- Provide advice regarding the employment and/or redeployment of the Region's employees, including those at the scene
- Maintain an up-to-date process for internal redeployment of employees

Commissioner of Finance, as Finance Section Chief, will be responsible for the following duties:

- Communicate budget tracking instructions
- Activate units within the Finance Section as required
- In consultation with the REOC Director, confirm adequacy of expenditure limits as identified in the Purchasing Policy
- Ensure that financial records are maintained for claim purposes
- Ensure there is a continuum of payroll process for all employees
- Ensure the prompt payment and settlement of all legitimate invoices and claims incurred during an emergency
- Liaise, if necessary, with the treasurer(s) and purchasing agents of the neighboring regions and area municipalities
- Ensure all requirements under the Municipal Disaster Recovery Assistance Program are met by the Region and affected municipalities and submitted to the Minister of Municipal Affairs and Housing within 120 calendar days from the onset of the disaster
- Ensure printing requirements are met

Chapter 6: Requests for Assistance

Mutual Assistance Agreements

General

The *Emergency Management and Civil Protection Act* authorizes municipalities to enter into agreements wherein each party may provide assistance, in the form of personnel, services, equipment and material, if called upon to do so by a requesting municipality in times of an emergency.

Mutual Assistance Agreements enable municipalities, in advance of an emergency, to set the terms and conditions of the assistance that may be requested or provided. Municipalities requesting and providing assistance are therefore, not required to negotiate the basic terms and conditions under stressful conditions and may request, offer and receive assistance according to predetermined and mutually agreeable relationships.

Current Agreements

York Region has Mutual Assistance Agreements with the City of Toronto and the Regions of Halton, Durham, and Peel, as well as a Facilities Use Agreement with the York Region District School Board.

Execution of Mutual Assistance Agreements

The request or response to a request is made by the CAO after consulting with the Regional Chair.

The CAO, on advice from the RECG, makes the final determination to ask for assistance from a neighboring municipality. The CAO also makes the decision to provide assistance to a neighboring municipality under a Mutual Assistance Agreement.

Assistance from the Province through Emergency Management Ontario

On the declaration of an Emergency by the Head of Council, Emergency Management Ontario may deploy a liaison team to the REOC. This team will provide advice and assistance to the RECG. The Provincial Emergency Operations Centre (PEOC) can provide support as required.

Municipal Disaster Recovery Assistance Program

The Province of Ontario manages two major Disaster Relief Assistance Programs: The **Disaster Recovery Assistance for Ontarians (DRAO)** and the **Municipal Disaster Recovery Assistance Program (MDRAP)**. These new programs replace the Ontario Disaster Relief Assistance Program (ODRAP).

The DRAO Program targets residents, small businesses, farmers, and not-for-profit organizations. The program is administered entirely by the Province and a municipal request is not required to activate the program. There is no municipal fundraising or Disaster Relief Committees ([Disaster Recovery Assistance for Ontarians: Application Form for Homeowners and Tenants – Forms – Central Forms Repository \(CFR\)](#)).

MDRAP is a claim-based program, that, when activated by the Province, offers financial assistance to qualifying municipalities that have sustained extraordinary operating and capital costs as a result of a natural disaster. Eligible operating costs are those incurred to protect public health, safety and access to essential services. Eligible capital costs are those to repair public infrastructure or property to pre-disaster condition. Costs covered by insurance are ineligible.

Under the MDRAP, municipalities must meet the following criteria to be eligible:

- Municipalities must have experienced a sudden, unexpected, and extraordinary natural event (technological or man-made events, such as the Lac Mégantic train disaster, are not covered)
- Incremental costs must be demonstrably linked to the disaster and eligible costs incurred must be at least equal to three percent of a municipalities Own Purpose Taxation Levy
- A resolution of Council, initial claim, and required supporting documentation must be submitted within 120 calendar days from the onset of the disaster

If the disaster is of such size and extent that damages are widespread, similar to that experienced during the 1998 or 2013 Ontario ice storms, the Province of Ontario, in conjunction with the Federal Government, could initiate the Disaster Financial Assistance Arrangements (DFAA).

The Program may be viewed and downloaded from the Province of Ontario web site at [Guidelines to apply for Municipal Disaster Recovery Assistance \(MDRA\) | ontario.ca](#)

Assistance from the Federal Government

Requests for personnel or resources from the Federal Government must be submitted through the Province of Ontario. Federal assistance will only be provided once the resources of the Region and Province have been exhausted.

Financial assistance for natural disasters is available through the Federal Government's Disaster Financial Assistance Fund. This assistance is initiated by the Province.

Chapter 7: Business Continuity

York Region's Business Continuity Program, reinforced by the Region's Business Continuity Management policy, ensures the Region is in a constant state of readiness to respond to business disruptions resulting from a loss of staff, loss of facility or loss of technology. Business continuity plans ensure:

- Continuity of government
- Continuity of time-critical, high-priority functions and services as identified in the business impact analysis

Business continuity plans manage the response to and recovery from planned and unplanned service disruptions. Business continuity plans are reviewed annually and may be used independently or in conjunction with the York Region Emergency Management Plan, as circumstances and direction dictate.

Description

York Region's Business Continuity Program is made of key elements that work together to ensure delivery of time-critical, high-priority functions during business disruptions.

Business impact analyses identify and prioritize functions and processes to determine which ones will have the greatest impact should they not be available.

Business continuity plans outline how the Region's high-priority functions will continue to be provided during any business disruption and how other non-critical services will be restored after a disruption.

Business continuity plans include information regarding:

- Which functions have been designated as high priority
- How high-priority functions are maintained in a business disruption
- Who is responsible for response and recovery actions
- What is needed to recover, resume, continue or restore functions and services

Key Elements

The Region has legislated and due diligence obligations to maintain some high-priority business functions and services.

In alignment with the Disaster Recovery Institute International's Professional Practices for Business Continuity Management, the York Region Business Continuity Program:

1. Introduces key concepts, such as program management, risk awareness, identification of functions/processes, recovery strategies (i.e., cease, maintain, reduce), training and awareness and exercising/testing.

2. Assesses risks to determine potential impacts to the Region, enabling the Region to determine the most effective use of its resources to reduce potential impacts.
3. Identifies and assesses the Region's functions and processes to prioritize those which will have the greatest impact should they not be available.
4. Selects cost-effective strategies to reduce deficiencies as identified during the risk assessment and business impact analysis processes.
5. Documents plans to be used during an incident that will enable the Region to continue to function.
6. Establishes and maintains training and awareness programs that result in staff being able to respond to incidents.
7. Establishes an exercise, assessment and maintenance program to maintain a state of readiness.
8. Supports Departments in identifying communications needs in a business disruption.
9. Enables linkages with the Information Technology Services Disaster Recovery Plan.

Responsibilities

The Regional Emergency Control Group (RECG) approves cross-departmental actions and response priorities during a business disruption. Furthermore, the RECG exercises overall management responsibility for York Region's business continuity and recovery operations.

Department heads include business continuity in their Departmental objectives, approve Departmental high-priority functions and business continuity plans, and assign a non-union Departmental business continuity planning lead to represent the Department on the Business Continuity Working Group.

The Departmental business continuity planning lead facilitates, in collaboration with Departmental managers/process owners, the review of business impact analyses and business continuity plans on an annual basis. They participate in the coordination and testing of Departmental business continuity plans and provide advice and recommendations to the Department's management team.

The Business Continuity Working Group provides a collaborative approach to the coordination, planning, development and alignment of all the Region's business continuity initiatives, plans and programs.

York Region Emergency Management, situated in the Office of the Chief Administrative Officer, leads the development, implementation, and maintenance of York Region's Business Continuity Program with full Departmental participation, provides business continuity guidance to the RECG, and leads development of cross-departmental risk-specific business continuity plans.

ANNEX 1

Emergency Management Incident Notification



EMERGENCY RESPONSE PLAN

Annex 1: Emergency Management Incident Notification

Purpose

The purpose of this annex is to provide the framework and management guidance for Departmental notification procedures.

General

Situations or events that have the potential to cause damage to the integrity of the Corporation and loss of confidence by key players – elected officials, taxpayers, employees, contractors, partners, etc. – are notifiable incidents. They need to be reported in a timely manner so that they can be effectively managed. However, this guidance does not describe the ongoing process to manage the incident or respond to the media.

Definitions

Notification

The process of initially providing information concerning an incident or emergency event to the appropriate internal and external organizations.

Incident

A situation, which will not significantly affect Regional delivered services, infrastructure, or public confidence in the Regional Municipality of York. However, these incidents have the potential to become the subject of media or political inquiries.

Major incident

A situation which will seriously affect a Regionally delivered service, an external agency, cause damage to infrastructure or have an impact on public health. Major incidents have the potential to become emergency events. Examples include water source contamination, construction failures and environmental incidents.

Emergency event

An ongoing or imminent situation which cannot be managed by Police, Fire, Paramedic Services, or a Department in accordance with their operational procedures and will require corporate coordination of several Departments and other external agency resources. The duration of the response typically exceeds 24 hours, likely affect several area municipalities and will have an impact on corporate business continuity. Examples

of such situations are a major power blackout, a severe storm which has caused widespread damage to critical infrastructure or a large infectious disease outbreak.

Incident management

The subsequent process of managing the Region's response, which includes all operational and communications aspects. The Department head and, if appropriate, the CAO, will assign management responsibility.

Staff recall/fan-out

The process of informing employees after normal working hours that there is a requirement for them to report to their place of employment or emergency organization.

Corporate Incident Notification Criteria

The following table summarizes corporate guidance for the reporting of incidents and emergency events.

Classification	Criteria	Immediate Notification	Reporting Actions
Incident	<ul style="list-style-type: none"> • Will not significantly affect a Region-delivered service, Region infrastructure, public health, or have an impact on the operations of any external organization • Will not likely be perceived as caused by the Region's inappropriate response or lack of action • Department staff can manage and respond to the incident as per their operational procedures • May have the potential to become the subject of a media/ political inquiry 	No	<ul style="list-style-type: none"> • Mandated notifications completed, as soon as possible, as per Departmental criteria and procedures • Department designated manager(s) is to consult with Director Corporate Communications next working day • Department designated manager and Director, Corporate Communications to determine the need for a briefing note

Classification	Criteria	Immediate Notification	Reporting Actions
Major Incident	<ul style="list-style-type: none"> • Will seriously affect a Regional-delivered service(s), an external agency, cause damage to infrastructure, or have an impact on public health • May be perceived as caused by the Region's inappropriate response or lack of action • "Lead" Department staff will be able to respond to the incident with corporate support • Will be the subject of a media/political inquiry 	Yes	<ul style="list-style-type: none"> • Mandated notifications completed, as soon as possible, as per Departmental procedures • The Department head/alternate will immediately notify the CAO/alternate and Director, Corporate Communications • Appropriate internal/external notifications will be completed by Department and CAO's Office • Director, Corporate Communications will contact Manager, Emergency Management
Emergency Event	<ul style="list-style-type: none"> • Will seriously affect public safety or health in all or a part of the Region • The duration of event may not be clear, but sustaining the response can be expected to have a major impact on more than one Regional Department 	Yes	<ul style="list-style-type: none"> • Mandated notifications completed as soon as possible • The Manager, Emergency Management/alternate will immediately notify the CAO and Director, Corporate Communications

Classification	Criteria	Immediate Notification	Reporting Actions
	<ul style="list-style-type: none"> • “Lead” Department staff will be unable to respond to the incident without corporate coordination and/or external resources • Response to the event and continuity of business for the corporation will require central coordination 		<ul style="list-style-type: none"> • Appropriate internal/external notifications will be completed by Department and CAO’s office staff

Notification Process

If the incident is “Immediately Dangerous to Life or Health,” the employee shall call 911. When an incident is recognized as one requiring notification, the employee will follow their specific Departmental procedure. If the designated contact manager is not available, the employee will continue the Departmental contact process until a member of management is notified.

Reporting Process for Incidents/Major Incidents

- The Department designated manager will determine, using the Department incident notification matrix, if the incident requires an immediate telephone call, or a report by the start of next day
- Department heads or their designate shall assess the situation and, if appropriate, contact the CAO. If the CAO or designated acting CAO is not available, contact the Executive Director, Strategies and Initiatives
- Department heads or their designate shall contact the Director of Corporate Communications. If the Director of Corporate Communications is not available, contact the Manager, Corporate Communications
- The CAO will decide on the requirement for further notifications. If required, the CAO will confer with the Regional Chair
- The Department head and the Director of Corporate Communications will consult and if required, the Department will prepare, in collaboration with Corporate Communications, an initial briefing note

- If further notifications are required, the CAO shall notify Department heads and the CAOs of the affected municipalities and other external agencies
- The Regional Chair's Office will contact the appropriate members of York Regional Council
- Department heads will ensure their Department staff contact (peer-to-peer) the affected external organizations

Reporting Process for Emergency Events

- Department heads or their designated manager(s) will assess the situation and, if appropriate, shall immediately contact the Manager, Emergency Management. If the Manager, Emergency Management is unavailable, contact the Emergency Management on-call number: 1-877-464-9675, extension 79111
- The Manager, Emergency Management will verify, if possible, the basis for the notification, contact the CAO, provide advice to Regional Chair and notify the Director of Corporate Communications
- The CAO will determine if further notifications are required and if necessary, notify Department heads, CAOs of the affected municipalities, and other external agencies
- The Regional Chair's Office will notify the appropriate Mayors, Regional Councilors, members of parliament, and members of provincial parliament, if required
- The Manager, Emergency Management will notify the area municipal Community Emergency Management Coordinators, the York Regional Police Communications Centre, Emergency Management Ontario, and other emergency management agencies as required
- The Director of Corporate Communications will contact area, municipal, and other affected external agencies' communications staff

Responsibilities

Commissioner or Designate

- Develop and ensure Department incident notification procedures are put in place, which are consistent with the Corporate Incident Criteria and notification process described in paragraphs four and five and meet all external mandated reporting requirements
- Develop a Department incident notification matrix (see Corporate Incident Notification Criteria)

- Designate a Department management contact point(s) for notifications
- Develop and maintain staff checklists as appropriate
- Maintain Department essential telephone number contact lists
- Provide employee awareness for Department incident/emergency event notification procedures

Manager, Emergency Management

- Review and make recommendations for changes to the management of incident notifications
- Maintain and distribute corporate emergency telephone contact lists (internal/external)
- Act as corporate notification contact for emergency/disaster events
- Provide advice to the CAO and make external notifications for emergency events

Director, Corporate Communications

- Act as corporate notification contact for emergency information
- Advise Regional Chair and CAO on the management of information to the media, affected organizations and Regional employees
- Assist Departments with preparation of briefing notes
- Co-ordinate incident and emergency event media communications plan
- Co-ordinate internal information process
- Provide external peer-to-peer notifications (i.e., municipality to municipality)

Media Requests for Information

All media requests for information concerning notifiable events or situations shall be referred to the Director of Corporate Communications, who will arrange all media opportunities with the designated spokesperson(s).

When other jurisdictions and agencies are involved in the event or situation, the Director of Corporate Communications will support joint coordination of media releases and press conferences, as required.

Administration

Emergency Management, Office of the CAO will review the Incident Notification Procedure and update and distribute two emergency contact lists on a semi-annual basis. All changes in contact information should be forwarded to the Emergency Management Manager's Administrative Assistant.

- The York Region Emergency Internal Contacts list contains key York Region managers and York Regional Police personnel telephone numbers. Due to the nature of this information, this contact list is only provided to the Chair's Office, York Region senior management and those staff whose names are on this list
- The York Region Emergency Contacts (Elected Officials and Other Agencies) List contains contact information for the Mayors and CAOs of local area municipal and adjacent municipalities, MPs, MPPs, senior staff of the district school boards, hospitals and conservation authorities. This list is only distributed internally to the Chair's Office, the CAO, the Commissioners (who may be designated as Acting CAO), the Director of Corporate Communications and the Manager, Emergency Management

Attachment 1 – Management Notification Checklist

Maintain a personal record of telephone conversations, requests and decisions on this page. This information may become part of public record.

Refer to Corporate Contact Lists (wallet card) for telephone numbers.

Obtain an assessment of the situation by asking the employee(s) the following questions.

ASSESSMENT

- Is this incident “Immediately Dangerous to Life or Health” of our employees, our contractors or potentially life threatening to the public or has it caused loss of life or injury? _____
If yes, has 911, Health and Safety been contacted?
- Is this incident ongoing, imminent or will have it have a delayed impact? _____
- What impact will this incident have on your primary business, other Regional services, Region infrastructure, local municipalities, external organizations, public confidence? _____
- What Department/corporate resources have been assigned to respond (e.g., staff, equipment, or contractors)? Are more resources required (internal/external)? _____
- Are Department incident response procedures in place and are they being followed? If no, determine why not. _____
- Is the media aware of this incident/situation, and if so, what type of information have they requested? _____
- To ensure the appropriate parties are aware of the situation, consider the notification following questions. _____

NOTIFICATION

- Have all mandatory notifications been made (e.g., 911, MOH, Spills Action Centre)? _____
- Is there a requirement to immediately inform the Commissioner, CAO, Director of Corporate Communications, Manager, Emergency Management, Regional Solicitor? _____
- Are affected or potentially affected Departments or external agencies aware of the situation (peer-to-peer notifications)? _____
- If an immediate notification is not required but a report is required by next working day, has someone been assigned this task? _____



ANNEX 2

Emergency Declaration





Annex 2: Emergency Declaration

Checklist in Consideration of a Declaration of Emergency

(Note: All references in this document refer to the *Emergency Management and Civil Protection Act*, R.S.O. 1990, Chapter E.9, as amended 2006)

** This checklist is for use by municipal heads of council considering the declaration of an emergency within their municipality. This checklist is not intended to provide any sort of legal advice – it is merely a reference tool.*

An emergency is defined under the *Emergency Management and Civil Protection Act* as “a situation, or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise” [Section 1, definition of an emergency].

Under the *Emergency Management and Civil Protection Act*, only the head of council of a municipality (or his or her designate) and the Lieutenant Governor in Council or the Premier have the authority to declare an emergency. The Premier, the head of council, as well as a municipal council, have the authority to terminate an emergency declaration [Sections 4 (1), (2), (4)].

An emergency declaration may extend to all, or any part of the geographical area under the jurisdiction of the municipality [Section 4 (1)].

If the decision is made to declare an emergency, the municipality must notify Emergency Management Ontario (on behalf of the President of Treasury Board Secretariat) as soon as possible [Section 4 (3)]. Although a verbal declaration of emergency is permitted, all declarations should ultimately be made in writing to ensure proper documentation is maintained. Written declarations should be made on municipal letterhead, using the template provided by Emergency Management Ontario, and should be faxed to 416-314-0474. When declaring an emergency, please notify the Provincial Emergency Operations Centre at 1-866-314-0472.

When considering whether to declare an emergency, a positive response to one or more of the following criteria **may** indicate that a situation, whether actual or anticipated, warrants the declaration of an emergency:

General and Government:

- ❑ **Is the situation an extraordinary event requiring extraordinary measures?** [Section 4 (1) permits a head of council to “take such action and make such orders as he or she considers necessary and are not contrary to law” during an emergency.]
- ❑ **Does the situation pose a danger of major proportions to life or property?** [Section 1, definition of an emergency]
- ❑ **Does the situation pose a threat to the provision of essential services (e.g., energy, potable water, sewage treatment/containment, supply of goods or medical care)?** [Some situations may require extraordinary measures be taken or expenditures be made to maintain or restore essential services. A declaration of emergency may allow a head of council to expend funds outside of his or her spending resolutions and/or the regular approval process of the municipality.]
- ❑ **Does the situation threaten social order and the ability to govern?** [Whether due to a loss of infrastructure or social unrest (e.g., a riot), a crisis situation has the potential to threaten a council’s ability to govern. In such cases, extraordinary measures may need to be taken. Section 4 (1) provides for extraordinary measures, not contrary to law. Section 55 (1) of the *Police Services Act* provides for the creation of special policing arrangements during an emergency.]
- ❑ **Is the event attracting significant media and/or public interest?** [Experience demonstrates that the media and public often view the declaration of an emergency as a decisive action toward addressing a crisis. It must be made clear that an “emergency” is a legal declaration and does not indicate that the municipality has lost control. An emergency declaration provides an opportunity to highlight action being taken under your municipal emergency response plan.]
- ❑ **Has there been a declaration of emergency by another level of government?** [A declaration of emergency on the part of another level of government (e.g., lower-tier, upper-tier, provincial, federal) may indicate that you should declare an emergency within your municipality. For example, in the event of a widespread disaster affecting numerous lower-tier municipalities within a county, the county will likely need to enact its emergency response plan and should strongly consider the declaration of an emergency. In some cases, however, a declaration of emergency by a higher level of government may provide sufficient authorities to the lower-tier communities involved (e.g., municipalities operating under the authority of a provincial or federal declaration).]

Legal:

- ❑ **Might legal action be taken against municipal employees or councilors related to their actions during the current crisis?** [Section 11 (1) states that “no action or other proceeding lies or shall be instituted against a member of council, an employee of a municipality, an employee of a local services board, an employee of a district social services administration board, a minister of the Crown, a Crown employee or any other individual acting pursuant to this Act or an order made under this Act for any act done in good faith in the exercise or performance or the intended exercise or performance of any power or duty under this Act or an order under this Act or for neglect or default in the good faith exercise or performance of such a power or duty.” Section 11 (3), however, states “subsection (1) does not relieve a municipality of liability for the acts or omissions of a member of council or an employee of the municipality....”]

- ❑ **Are volunteers assisting?** [The *Workplace Safety and Insurance Act* provides that persons who assist in connection with a declared emergency are considered “workers” under the Act and are eligible for benefits if they become injured or ill as a result of the assistance they are providing. This is in addition to workers already covered by the Act.]

Operational:

- ❑ **Does the situation require a response that exceeds, or threatens to exceed the capabilities of the municipality for either resources or deployment of personnel?** [Section 4 (1) permits the head of council to “take such action and make such orders as he or she considers necessary and are not contrary to law to implement the Emergency Management Plan.” Section 13 (3) empowers a municipal council to “make an agreement with the council of any other municipality or with any person for the provision of any personnel, service, equipment or material during an emergency.”]
- ❑ **Does the situation create sufficient strain on the municipal response capability that areas within the municipality may be impacted by a lack of services, thereby further endangering life and property outside areas directly affected by the current crisis?** [Some situations may require the creation of special response agreements between the municipality and other jurisdictions, private industry, non-government organizations, etc. Section 13 (3) states that the “council of a municipality may make an agreement with the council of any other municipality or with any person for the provision of personnel, service, equipment or material during an emergency.”]
- ❑ **Is it a consideration that the municipal response may be of such duration that additional personnel and resources may be required to maintain the continuity of operations?** [In the event of a large-scale crisis, such as an epidemic or prolonged natural disaster, municipal resources may not be able to sustain an increased operational tempo for more than a few days. This is particularly true if emergency workers are injured or become ill as a result of the crisis. In such a case, the municipality may need to utilize outside emergency response personnel. Section 13 (3) provides for mutual assistance agreements between municipalities.]
- ❑ **Does, or might, the situation require provincial support or resources?** [Provincial response (e.g., air quality monitoring, scientific advice, airlift capabilities, material resources, etc.) may involve numerous ministries and personnel. Activation of the municipal emergency response plan, including the opening of the Emergency Operations Centre and meeting of the Community Control Group, can greatly facilitate multi-agency and multi-government response.]
- ❑ **Does, or might, the situation require assistance from the federal government (e.g., military equipment)?** [Section 13 (2) authorizes the Solicitor General, with the approval of the Lieutenant Governor in Council, to make agreements with the federal government. In Canada, federal emergency assistance is accessed through, and coordinated by, the province. The declaration of an emergency may assist a municipality in obtaining federal assistance.]
- ❑ **Does the situation involve a structural collapse?** [Structural collapses involving the entrapment of persons *may* require the deployment of one or more Heavy Urban Search and Rescue (HUSAR) teams. Ontario has a HUSAR team. This team is specially equipped and trained to rescue persons trapped as a result of a structural collapse. Any municipality in the province can request a HUSAR deployment to a declared emergency. Requests for HUSAR resources should

be made through your local mutual aid fire coordinator. Approval for the dispatch of the HUSAR team comes from the Commissioner of Emergency Management.]

- ❑ **Is the situation a large-scale or complex chemical, biological, radiological, or nuclear (CBRN) incident?** [Response to CBRN incidents requires specialized resources and training. Ontario is developing three CBRN teams to respond to incidents throughout the province. CBRN teams are only dispatched to declared emergencies. Requests for a CBRN deployment should be made through your local mutual aid fire coordinator. Approval for the dispatch of CBRN teams comes from the Commissioner of Emergency Management.]
- ❑ **Does the situation require, or have the potential to require the evacuation and/or shelter of people or animals [livestock] from your municipality?** [Evacuee and reception centres often use volunteers as staff. As noted above, the declaration of an emergency enacts certain parts of the *Workplace Insurance and Safety Act* related to volunteer workers. Secondly, an evacuation or sheltering of citizens has the potential to generate issues pertaining to liability. Section 11 of the *Emergency Management and Civil Protection Act* may provide municipal councilors and employees with certain protections against personal liability.]
- ❑ **Will your municipality be receiving evacuees from another community?** [The issues discussed in the previous bullet may apply equally to municipalities accepting evacuees.]

Economic and Financial:

- ❑ **Does the situation pose a large-scale disruption to routine patterns of transportation, or re-routing of large numbers of people and vehicles?** [The rerouting of people and vehicles poses a potential liability risk. Keeping persons from their homes and delaying commercial traffic are both sensitive issues. Section 11 of the Act may provide certain protection from liability. Section 4 (1) allows for extraordinary measures to be taken, providing they are not contrary to law.]
- ❑ **Is an event likely to have a long term negative impact on a community's economic viability/sustainability, including resulting unemployment, lack of available banking services and restorative measures necessary to re-establish commercial activity?** [The declaration of an emergency may facilitate the ability of the municipality to respond to economic losses.]
- ❑ **Is it possible that a specific person, corporation, or other party has caused the situation?** [Section 12 states that “where money is expended or cost is incurred by a municipality or the Crown in the implementation of an Emergency Management Plan or in connection with an emergency, the municipality or the Crown, as the case may be, has a right of action against any person who caused the emergency for the recovery of such money or cost....”]



The Regional Municipality of York
 17250 Yonge Street, Box 147
 Newmarket, Ontario
 L3Y 6Z1
 Tel: (905) 830-4444, 1-877 464-9675
 Fax: (905) 895-0847

Regional Chair and CEO

REGIONAL MUNICIPALITY OF YORK
DECLARATION OF AN EMERGENCY

I, _____,
 (insert name) _____,
 (insert title)

Of **THE REGIONAL MUNICIPALITY OF YORK** declare that an
 emergency exists in the area of

(define using street names and/or boundaries)

due to

(explain the emergency situation)

DATED this _____ day of _____, _____.

 Signature of Head of Council

 Name of Head of Council



The Regional Municipality of York
17250 Yonge Street, Box 147
Newmarket, Ontario
L3Y 6Z1
Tel: (905) 830-4444, 1-877 464-9675
Fax: (905) 895-0847

Regional Chair and CEO

REGIONAL MUNICIPALITY OF YORK
TERMINATION OF AN EMERGENCY

I, _____,
(insert name) _____,
(insert title)

of **THE REGIONAL MUNICIPALITY OF YORK** declare that the
emergency which existed in the area of

_____ has been terminated.

_____ (define using street names and/or boundaries)

DATED this _____ day of _____, _____.

Signature of Head of Council

Name of Head of Council



ANNEX 3

Regional Emergency Operations Centre (REOC)



Annex 3: Regional Emergency Operations Centre

Purpose

The purpose of this annex is to provide guidelines for the direction and control of activities essential to save lives, protect property and the environment, and maintain and restore facilities and services during and following major emergencies and disasters.

Situation

The Regional Emergency Operations Centre (REOC) may be activated when:

- An incident is beyond the capabilities and resources of a single municipality and the Mayor or his designate of an affected municipality requests that the York Region Emergency Management Plan be implemented; or
- The emergency affects a large portion of the population of one or more area municipality within York Region; or
- The emergency requires extraordinary actions or expenditure of monies by one or more York Region services for the protection of life and property; or
- The Province requests the Region to activate its REOC

The REOC is located in the York Region Annex located at 17150 Yonge Street in the Town of Newmarket. Should the situation dictate that the primary REOC cannot be used, the alternate location is at 45 Harry Walker Parkway in the Town of Newmarket.

Assumptions

Major emergencies or disasters can occur with little or no warning. If warning is available, alerting the public, recommending suitable protective actions, taking protective measures, and increasing the readiness of and deploying emergency response services may lessen the impact of some emergency situations.

Effective direction and control require suitable facilities, equipment, procedures, and personnel. These capabilities will be activated and staffed as needed to respond to the needs of specific situations.

Once the York Region Emergency Management Plan is implemented, a municipal Mayor or his/her designate, or a designated Senior Municipal Official and any other appropriate officials, may then be requested to attend to the York Region Emergency Operations Centre and, if appropriate, participate as members of the York Region Emergency Control Group.

PHASES OF EMERGENCY MANAGEMENT

Mitigation

- Establish, equip, and maintain the REOC (and an alternate REOC)
- Identify required REOC staff
- Maintain maps, displays, databases, reference material and other information needed to support the REOC Director and RECG during a major emergency or disaster
- Develop and maintain procedures for activating, operating and deactivating the REOC

Preparedness

- Identify Department representatives who will serve as REOC staff and are qualified to serve in various REOC positions
- Conduct REOC training for Department representatives who will staff the REOC
- Test and maintain REOC equipment to ensure operational readiness
- Provide REOC exercises as required

Response

- Activate the REOC as required
- Conduct response operations
- Deactivate the REOC when no longer needed

Recovery

- If necessary, continue REOC activation to support recovery operations
- Deactivate the REOC when the situation permits
- Conduct a review of emergency operations for major emergencies and disaster as a basis for updating plans, procedures and training requirements

CONCEPT OF OPERATIONS

General

The direction and control structure for emergency operations utilizes a centralized direction and control system known as the Incident Management System (IMS).

IMS is a standardized system that defines the basic command structure and roles and responsibilities required for the effective management of an emergency incident or situation.

IMS consists of five key functions: Command, Operations, Planning, Logistics and Finance. All functions implement decisions made by command, and communicate between other functions, as required.

Command has overall authority for the control and direction of the emergency response and resources for which they are responsible. Command is supported by five functions: Legal, Risk Management, Liaison, Information and Staff Safety.

Operations coordinate the operational requirements of the response, direct resources and equipment, as required, to fulfill emergency management requirements.

Planning gathers information critical to the incident to develop, disseminate and evaluate incident action plans.

Logistics arranges for and coordinates all material, services, equipment and resources required to manage and resolve the emergency. Logistics track usage and current locations of these same items.

Finance performs administrative, financial, and staffing duties specific to the emergency. This will include capture of incident-related costs.

The REOC will mobilize and deploy resources to support a municipal EOC or emergency site operations, coordinate external resources and technical support and provide emergency information to the public.

Emergency Site Support

The REOC may be activated, or partially activated, in response to a real or perceived emergency requiring coordination across Departments and municipalities.

The level of activation may range from a situation requiring monitoring with minimal staff to a limited activation involving selected Departmental and external agency representatives to a full activation involving all Departments, agencies, and liaison personnel.

Activating the REOC is based on the operational needs of the first responders or municipality, the nature of the event and the response capabilities of the Region.

Virtual REOC Activation

The REOC may also be activated in a virtual environment. The determination of virtual or physical activation of the REOC will be based on operational needs, resource availability and staff safety.

REOC Response Goals

The REOCs response goals are set out in priority and include the following:

1. Provide for the safety and health of all responders
2. Save lives
3. Reduce suffering
4. Protect public health
5. Protect government infrastructure
6. Protect property
7. Protect the environment
8. Reduce economic and social losses

REOC Activation and Termination

Any one of the following may activate the REOC:

- Regional Chair
- Chief Administrative Officer (REOC Director)
- York Region Police Chief in consultation with the Chief Administrative Officer
- Regional Fire Coordinator in consultation with the Chief Administrative Officer
- York Region Chief/General Manager of Paramedic and Seniors Services in consultation with the Chief Administrative Officer
- Any Department head in consultation with the Chief Administrative Officer

Note: REOC activation may occur with or without a Declaration of Emergency

Activation Criteria

Criteria for the activation of the REOC include:

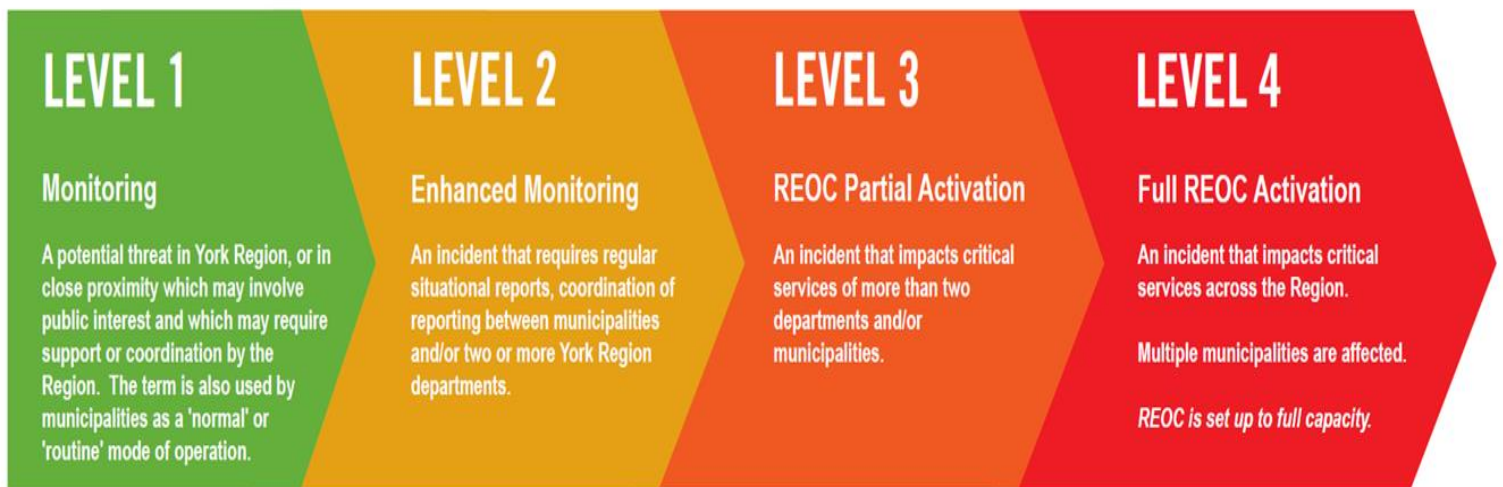
- Significant number of people at risk
- Response coordination required because of:
 - large widespread event
 - multiple emergency sites
 - multiple municipalities involved
- Resource coordination required because of:
 - limited municipal resources
 - significant need for outside resources

- need to coordinate Regional resources
- Uncertain conditions:
 - possibility of escalation of the event
 - unknown extent of damage
- Potential threat to people, property and/or environment
- Declaration of a local emergency or provincial emergency is made

REOC Activation

The magnitude, scope and stage of the event determine REOC activation. Only those REOC functions and positions that are required to meet current response objectives will be activated. The REOC organizational structure is flexible enough to expand and contract as the needs of the various functions require. REOC staff may be required to take on more than one position, as determined by the nature of the emergency event, availability of resources and/or as assigned by the REOC Director.

The table below provides an overview of the REOC activation levels.



Termination of EOC Activation

The REOC Director will terminate the REOC activity for the current incident and notify all participating Departments, assisting agencies and the Province. This decision will be based on the following criteria:

- Individual REOC functions are no longer required
- The local emergency or provincial emergency is terminated
- Coordination of response activities and/or resources is no longer required
- Event has been contained and emergency personnel have returned to regular duties

Assessment Process

Prior to a decision to activate the REOC, the CAO, Department heads, Medical Officer of Health, Corporate Communications and Emergency Management should assess the situation using:

- The assessment criteria identified in the Corporate Incident Notification ([Annex 1](#))
- The Checklist in Consideration of a Declaration of Emergency ([Annex 2](#))

Notification Process

The York Region Emergency Management Team has been assigned the function of alerting and calling out members of the RECG.

The REOC, under any activation, will be configured according to function with number of workstations and specific resources determined by the magnitude of the incident.

REOC Staffing Structure (See REOC Organizational Chart - Attachment 1)	
Management	<ul style="list-style-type: none"> • REOC Director (CAO) • Deputy Executive Director (Executive Director, Strategies and Initiatives)
Management Staff	<ul style="list-style-type: none"> • Liaison Officer (Emergency Management) • Public Information Officer (Corporate Communications) • Legal and Risk Management (Regional Solicitor/Risk Manager) • Staff Safety Officer
General Staff	<ul style="list-style-type: none"> • Chief of Operations (assigned by CAO) • Chief of Planning (assigned by CAO) • Chief of Logistics (Commissioner, Corporate Services) • Chief of Finance (Commissioner, Finance)
REOC Management Team	<ul style="list-style-type: none"> • REOC Director • Management Staff • General Staff • Commissioners and MOH/AMOH

Action Planning

It is essential that the REOC Management Team meet on a regular basis during emergencies to:

- Share current information
- Establish priorities and objectives
- Develop response strategies/tactics
- Create an Action Plan for the next operational period
- Evaluate the effectiveness of the Action Plan

These meetings shall be scheduled by the CAO on a regular schedule, allowing time between meetings for the REOC members to manage their individual responsibilities.

Resources and Contact List

REOC Call out List - updated twice yearly (Confidential)

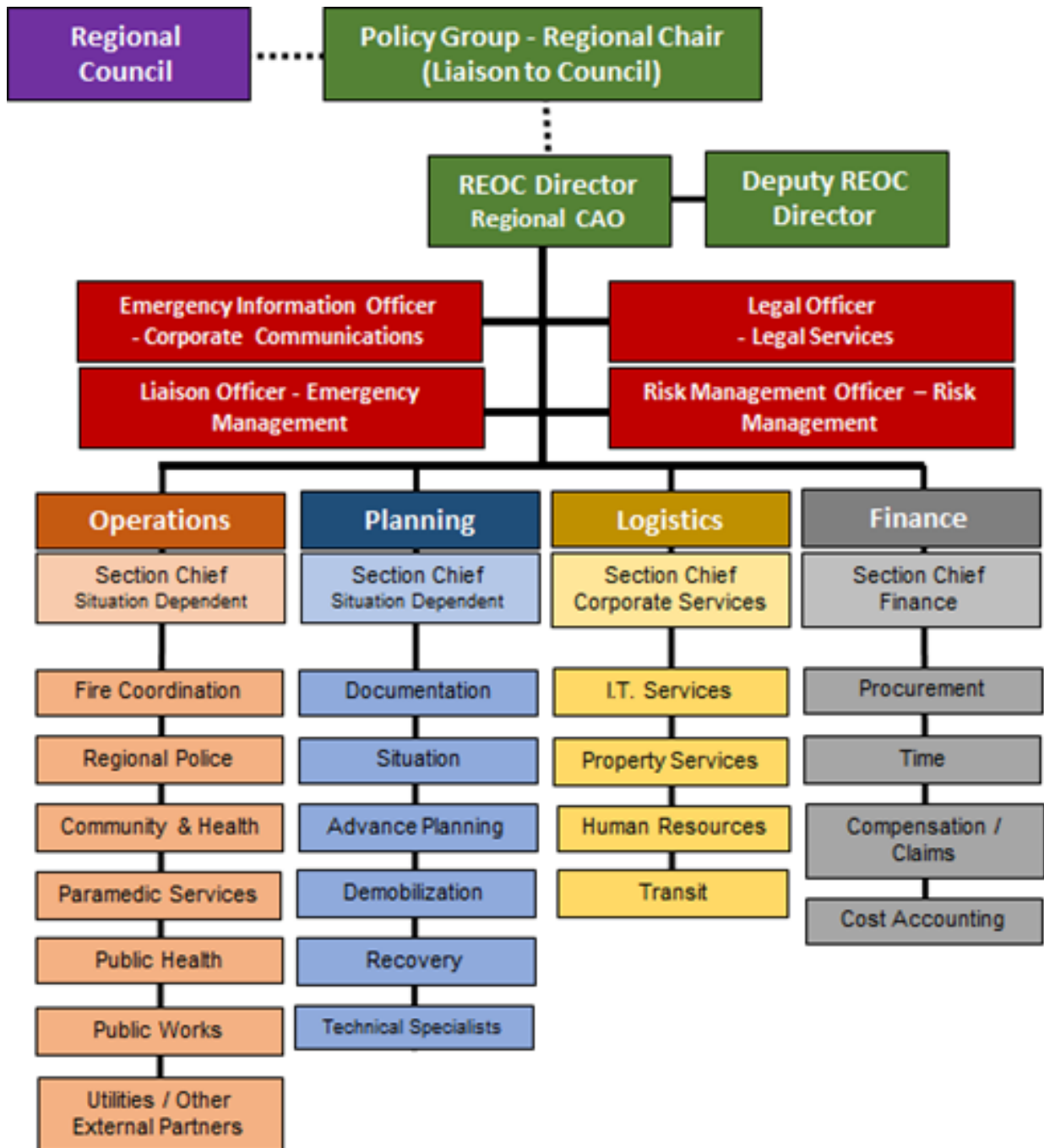
REOC Standard Operating Procedure – reviewed regularly

References and Authorities

The *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9*
Ontario Regulation 380/04

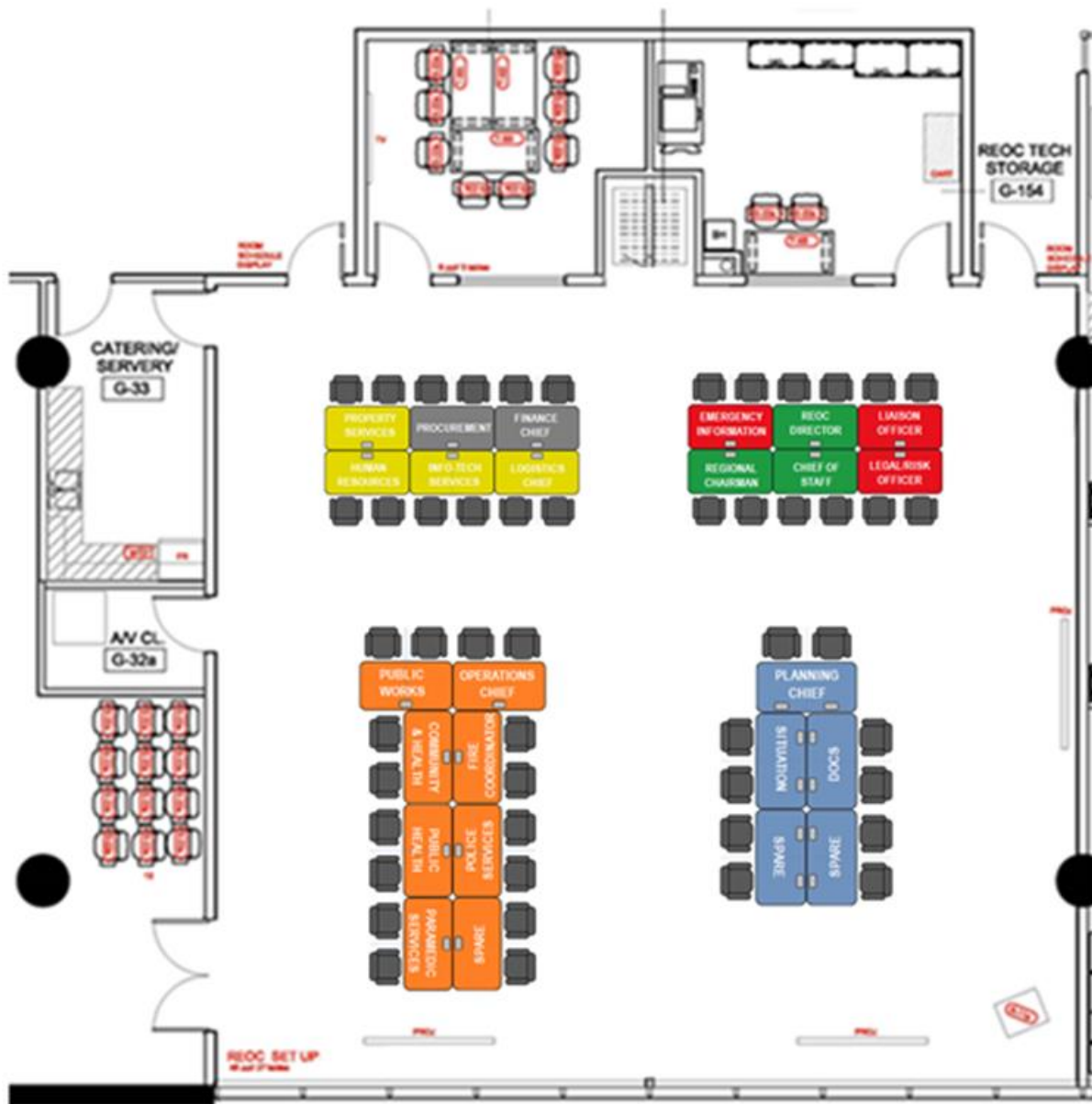
- York Region By-law 2023-14

Attachment 1: REOC Organizational Chart



The chart above shows the organizational structure of the REOC.

Attachment 2: REOC Floor Plan





ANNEX 4

Planning



Annex 4: Planning

Purpose

The purpose of this annex is to provide guidance and identify responsibilities for effectively managing information on an emergency situation and conducting advance planning for the Region's response to the event as it evolves.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public health and safety, and public, private property and the environment. The Planning Section collects, analyzes, processes, and disseminates information about a potential or actual emergency to help facilitate the overall activities of the Region in responding to the emergency.

Throughout a response to a disaster, the Planning Section will provide reports on the current situation, project potential developments and plan for post-disaster recovery of the event.

Authority/Policies

The *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, Chapter M.56, provides York Region with the right of access to information, and protects the privacy of individuals with respect to personal information about themselves held by institutions and to provide individuals with a right of access to that information. This information may be used by the Region in the mapping required to respond to an emergency.

The *Personal Health Information Protection Act*, S.O. 2004, Chapter 3, establishes the rules for the collection, use and disclosure of personal health information about individuals that protect the confidentiality of that information and the privacy of individuals with respect to the information. This information may be used by the Region in the mapping of vulnerable populations that may require assistance during an emergency.

The Records Retention Bylaw determines the length of time paper and electronic records should be kept, including documentation of an emergency, and authorizes the legal destruction of information which no longer has any administrative, financial, legal, operational or historical value.

The *Emergency Management and Civil Protection Act*, R.S.O. 1990, provides legal authority for York Region to respond to emergencies within its boundaries.

Concept of Operations

It is the goal of the Regional Municipality of York to protect the lives and property of its citizens and to relieve suffering and hardship due to an emergency. The Planning Section will make initial assessments of developing situations and provide timely and appropriate information to support a Regional response and recovery.

Organization

York Region's REOC is structured upon the Incident Management System (IMS), a standardized system that defines the basic command structure, and roles and responsibilities required for the effective management of an emergency incident or situation. This system can adapt to any-sized incident, and is divided into five sections: Planning, Operations, Logistics, Finance and Command (which includes Liaison, Communications, Legal and Risk).

The Planning Section draws staff from Strategies and Initiatives, Clerks, DAVS, and Emergency Management.

Responsibilities

In the event of an emergency requiring the opening of the REOC, the Planning Section will:

General

- Collect, analyze, and display situation information
- Prepare periodic Situation Reports
- Prepare and distribute REOC Action Plans and facilitate the action planning process
- Conduct Advance Planning activities and report
- In coordination with the RECG, ensure Status Reports are completed and utilized as a basis for REOC Situation Reports, and REOC Action Plans
- Document and maintain files on all REOC activities
- Provide technical support services to the various REOC sections and branches

Situation Assessment

- Oversee the collection, organization, and analysis of disaster situation information, including damage assessments
- Ensure information collected from all sources is validated

- Ensure Situation Reports are developed for dissemination to REOC staff and to the PEOC
- Ensure a REOC Action Plan is developed for each operational period based on objectives developed by each REOC section
- Ensure an ongoing link is established with the Operations Section for the purpose of collecting accurate situation information in a timely manner
- Ensure all maps, status boards and other displays contain current and accurate information

Documentation

- Collect, organize, and file all completed event-related forms, including: All REOC position logs, Situation Reports, REOC Action Plans, and any other related information, just prior to the end of each operational period
- Provide document reproduction services to REOC staff
- Distribute the REOC Situation Reports, REOC Action Plan, and other documents, as requested
- Maintain a permanent archive of all Situation Reports and REOC Action Plans associated with the event
- Assist with preparation and distribution of the REOC After Action Report

External Organizations

The Planning Section works with external organizations during an emergency response and recovery. These may include:

- Provincial and Federal regulatory agencies
- Lake Simcoe and Toronto Region Conservation Authorities
- Alectra Utilities
- Hydro One
- Newmarket Hydro
- Bell
- Enbridge Gas
- TransCanada Pipelines



ANNEX 5

Logistics



Annex 5: Logistics

Purpose

The purpose of this annex is to provide guidance and identify responsibilities for effectively managing the Logistics function – obtaining, managing, allocating and monitoring the use of resources – during emergency situations, or when such situations appear imminent.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public health and safety, and public, private property and the environment. Emergencies that occur due to these hazards may require the commitment of local resources to contain, control or resolve them. The Logistics Section is responsible for meeting resource needs, including telecommunication services and information technology, equipment, supplies, personnel, facilities, and transportation, as well as arranging for food, lodging and other support services as required for the REOC and the emergency site.

Resource management planning during mitigation activities is designed to lessen the effects of known hazards. During preparedness activities, resource management planning is designed to enhance the local capability to respond to a disaster. Throughout an actual response to a disaster or during the post-disaster recovery process, resource management is essential to support required operations.

Authority/Policies

The *Emergency Management and Civil Protection Act*, R.S.O. 1990, provides legal authority for York Region to respond to emergencies within its boundaries.

Purchasing By-law No. 2017-30, Section 9, identifies the Regional employees awarded emergency purchasing power, the corresponding limits and the related purchasing terms.

Concept of Operations

It is the goal of the Regional Municipality of York to protect the lives and property of its citizens and to relieve suffering and hardship due to an emergency. In the event of resource shortfalls during emergency situations, the Operations Section is responsible for establishing priorities for the use of available resources and identifying the need for additional resources, and for requesting these resources from the Logistics Section. The

ability to employ resources to their greatest capability during emergency situations requires the maintenance of a current inventory by the Logistics Section.

In the event that all local resources have been committed and are insufficient, assistance may be sought from surrounding jurisdictions through mutual aid agreements. Some resources may be available only from businesses, and emergency purchasing and contracting procedures will have to be activated.

The Finance Section will maintain detailed records of resources expended in support of emergency operations. This is important, first, for documentation purposes – costs may be recoverable from the responsible party for the incident, insurers, or from the provincial and federal governments – and for future budget planning purposes.

Organization

York Region's REOC is structured upon the Incident Management System (IMS), a standardized system that defines the basic command structure and roles and responsibilities required for the effective management of an emergency incident or situation. This system can adapt to any-sized incident, and is divided into five sections: Planning, Operations, Logistics, Finance, and Command (including Liaison, Legal, Risk and Communications).

The Logistics Section draws staff from several York Region branches/Departments: ITS, Transit, Human Resources, Supplies and Services and Property Services.

Responsibilities

In the event of an emergency requiring the opening of the REOC, the Logistics Section will:

General

- Establish the appropriate level of branch and/or unit staffing within the Logistics Section, continuously monitoring the effectiveness of the organization and modifying as required
- Ensure section objectives as stated in the REOC Action Plan are accomplished within the operational period or within the estimated timeframe
- Coordinate closely with the Operations Section to establish priorities for resource allocation within the operational area
- Keep the REOC Director informed of all significant issues relating to the Logistics Section

- Ensure critical resources are allocated according to REOC Action Plan policy, priorities and direction
- Arrange for the provision of food and lodging for REOC, DOCs, Reception Centre, Call Centre, and site personnel as directed in the Action Plan

Procurement Office

- Oversee the acquisition and allocation of emergency supplies and materials not normally provided through mutual aid/normal agency channels (By-law 2021-103)
- Coordinate actions with the Finance/Administration Section
- Coordinate delivery of supplies and materials as required
- Allocate critical resources as required and directed

Human Resources

- Provide personnel resources as requested in support of the REOC and site operations
- Identify, recruit and register staff and volunteers as required
- Develop an REOC organization chart

Property Services

- Ensure that facilities are provided for the response effort, including securing access to the facilities, and providing staff, furniture, supplies, and materials necessary to configure the facilities in a manner adequate to accomplish the mission
- Ensure security measures are taken to secure all facilities from access by unauthorized people
- Ensure acquired buildings, building floors and/or workspaces are returned to their original state when no longer needed

Information Technology Services

- Ensure telephone and computer resources and services are provided to REOC staff as required
- Oversee the installation of communications resources within the REOC: Ensure that a communications link is established with Incident Commander(s), DOCs, municipal EOCs and the Provincial EOC, if established
- Implement available computer systems for internal information management and include message and email systems as available

Transit

- In coordination with the Planning and Operations Sections, develop a Transportation Plan to support the REOC Action Plan
- Arrange for the acquisition or use of required transit resources

External Organizations

The Logistics Section may be required to secure supplies and materials from external vendors.



ANNEX 6

Finance



Annex 6: Finance

Purpose

The purpose of this annex is to provide guidance and identify responsibilities for effectively managing the administrative and financial practices that will be followed to support the Region's response to an emergency or disaster.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public health and safety, and public and private property. Emergencies that occur due to these hazards may require the commitment of local resources to contain, control or resolve them. The Finance Section is responsible for ensuring all financial needs are met and records maintained throughout an event.

During an event, financial and administrative duties include the tracking of all expenses and worker time attributed to the emergency response, and the administration of vendor procurement contracts and worker compensation claims. Throughout a response to a disaster and during the post-disaster recovery process, the Finance Section must ensure all requirements under the Municipal Disaster Recovery Assistance Program (MDRAP) are met by the Region.

Authority/Policies

The *Emergency Management and Civil Protection Act*, R.S.O. 1990, provides legal authority for York Region to respond to emergencies within its boundaries.

Funds expended during an emergency are authorized under By-law No. 2017-30, Section 9, which identifies the Regional employees awarded emergency purchasing power, the corresponding limits and the related purchasing terms. The Finance Section, in coordination with the Logistics Section, ensures adherence to expenditure control.

Concept of Operations

It is the goal of the Regional Municipality of York to protect the lives and property of its citizens and to relieve suffering and hardship due to an emergency. In the event of resource shortfalls during emergency situations, the Operations Section identifies additional resources needed to meet the response, the Logistics Section secures these resources, and the Finance Section tracks all monies expended.

The Finance Section will maintain detailed records of resources expended in support of emergency operations. This is important, first, for documentation purposes – costs may be recoverable from the responsible party for the incident, insurers or from the provincial and federal governments – and for future budget planning purposes.

Organization

York Region's REOC is structured upon the Incident Management System (IMS), a management response guideline that correlates with the organization of responders at the site when responding to significant events and emergencies. This system can adapt to any sized incident, and is divided into five sections: Planning, Operations, Logistics, Finance, and Command (including Liaison, Legal, Risk and Communications).

The Finance Section draws staff from the Finance Department.

Responsibilities

In the event of an emergency requiring the opening of the REOC, the Finance Section will:

General

- Ensure all financial records are maintained throughout the event
- Ensure all on-duty time is recorded and collected for all personnel
- Ensure there is a continuum of the payroll process for all employees responding to the event
- In consultation with the REOC Director, determine adequacy of spending limits as described in the Purchasing Bylaw
- Ensure workers' compensation claims, resulting from the response are processed within a reasonable time, given the nature of the situation
- Ensure all travel and expense claims are processed within a reasonable time, given the nature of the situation
- Ensure all requirements under the MDRAP are met by the Region and affected municipalities and submitted to the Minister of Municipal Affairs and Housing within 120 days of the beginning of the disaster

Cost Accounting

- Collect and maintain documentation of all disaster information for reimbursement through the Province

- Gather fiscal recovery information from agencies providing emergency response, support and assistance
- Prepare and maintain a cumulative cost report for the event
- Prepare and coordinate disaster financial assistance documents and claims with Ministry of Municipal Affairs and the Ministry of Housing or the Provincial Emergency Operations Centre

Compensation and Claims

- Oversee the investigation of injuries and property/equipment damage claims arising out of the emergency
- Complete all forms required by *Workers Compensation Act*
- Maintain a file of injuries and illnesses associated with the event, including results of investigations
- Liaise and consult with the Risk Management Officer on all injury claims

Procurement

- Coordinate vendor contracts not previously addressed by existing approved vendor lists
- Coordinate with Logistics and Operations Sections on all matters involving the purchase, hire, contracting, rental and lease of supplies, materials or equipment

Time

- Track, record and report all on-duty time for personnel, including hired and contracted, working during the event
- Ensure hired and contracted personnel time records, travel expense claims and other related forms are prepared and submitted to budget and payroll office

External organizations

The Finance Section works with external organizations during an emergency response and recovery. These may include:

- Banking institutions: The Region may be required to draw cash to meet procurement needs
- Workers Compensation: Claims may be made in response to injuries suffered by workers during the event
- Ministry of Municipal Affairs and the Ministry of Housing: Disaster financial assistance may be required for those affected by the event (MDRAP)

- Insurance companies: Disaster financial assistance claims may only be made after all insured claims have been made



ANNEX 7

Emergency Social Services



Annex 7: Emergency Social Services

Purpose

This annex provides guidance and identifies responsibilities of the Region, local municipalities, and external partners for effectively managing Emergency Social Services during a large-scale response, an emergency or when an emergency is imminent. This annex also outlines the roles and responsibilities of the Region, local municipalities and external partners as they relate to delivery of emergency social services.

Goal

The goal of Emergency Social Services (ESS) is to meet the essential needs of evacuated residents by providing temporary aid through a range of services, as outlined below. The Regional Municipality of York delivers ESS collaboratively with local municipalities and external partners.

Emergency social services are provided as a response to any incident according to the scope established in this annex and are not contingent upon a particular type of emergency.

Scope

This annex addresses the delivery of ESS for large-scale incidents when the assistance of the Region has been requested by the local municipality.

Large-scale response, as a general rule, refers to a situation in which one or more of the following conditions have been met:

- The local municipality identifies that the incident exceeds their capacity to respond and
 - Over 25 individuals are affected
 - Over 10 households affected
 - A Reception Centre is required to support a response

Evacuated residents are provided with emergency social services according to their assessed needs for as long as deemed necessary by the Region in consultation with the local municipality.

Out of Scope

Events that fall within the capacity of the local municipality to provide services are out of scope. Examples include, but are not limited to:

- A single house fire
- Localized flooding
- Short-term power outage
- Events that do not require evacuation

Authority

This plan is maintained under the authority of York Region By-law 2017-1(A By-Law to adopt an Emergency Management Program (January 26, 2017), which identifies the authority of York Region's Community and Health Services (CHS) Department to develop a plan for delivery of ESS).

Evacuations may be ordered under the *Ontario Emergency Management and Civil Protection Act*, R.S.O. 1990 c.E.9 Section 7.02 Emergency Powers and Orders Subsection (4) item 3.

An overview of evacuation coordination is found in [Annex 14: Evacuation](#). Emergency spending authority is delegated to the Commissioner under By-law 2017-30.

In the event of an emergency that has not yet been declared, Region employees may take action(s) to protect the health, safety and welfare of York Region residents under this Emergency Management Plan.

Agreements

Canadian Red Cross services are provided in accordance with conditions outlined in the Agreement for Disaster Relief Services between the Region and Canadian Red Cross.

The agreement provides benefits to local municipalities related to emergency preparedness and ensures capacity for emergency response.

Roles and responsibilities shared between the Region and local municipalities are set out in the Memoranda of Understanding on Emergency Social Services (the Municipal MOU).

The Municipal MOU provides clarity for division of roles and responsibilities in the coordination and delivery of ESS, including accessing support from the Canadian Red Cross.

York Region's CHS Department is responsible for the management of these MOUs.

Organization of ESS Response

York Region uses an IMS organizational structure to facilitate coordination, communication, and resource management between the incident site, the CHS Departmental Emergency Operations Centre (DEOC) and other jurisdictional Emergency Operations Centres (EOCs).

Regional Emergency Operations Centre

In any incident requiring ESS, the Commissioner of CHS (or designate) may be required by the Regional Emergency Operations Centre (REOC) director to attend the REOC as a member of the Regional Emergency Control Group (RECG) to provide advice or updates on CHS-related matters.

Emergency Social Services resides in the Operations section in the REOC. The Commissioner (or designate) may act as the Operation Section Chief, if assigned by the REOC Director, to ensure operational functions are carried out.

The DEOC supports the Commissioner, or designate, in the REOC as required.

CHS Departmental Emergency Operations Centre

ESS works alongside the other areas of CHS to manage emergency responses through the DEOC. The DEOC may function independently for a Department-level response or may function in collaboration with the REOC.

The DEOC may be activated by the Commissioner of Community and Health Services, the Medical Officer of Health (MOH) or their designates.

Responsibilities of the DEOC include:

- Coordinating activities of various branches of CHS needed to effectively respond to, and recover from, an emergency event
- Providing direction and support to Incident Commanders and site personnel (i.e., mass immunization clinic managers, reception centre managers)
- Acting as a centralized conduit for the collection, analysis and distribution of information during an emergency event for the CHS Department
- Supporting the Regional Emergency Operations Centre (REOC) if activated and executing action plans as directed from the REOC

CHS Departmental Emergency Control Group

Policy development and guidance for the DEOC is provided by the CHS Departmental Emergency Control Group (DECG). The DECG consists of Department branch heads and other key personnel responsible for exercising overall management responsibility for the Department's business continuity and coordination of emergency response and recovery operations.

ESS Preparedness Activities

To ensure effective delivery of ESS upon activation, the CHS Department shall:

- Maintain on hand, or through partnerships and agreements, support equipment (including, but not limited to, signage, laptops, phones, cots, bedding, hygiene kits, operating manuals and clothing) to be used for ESS
- Participate in the planning of emergency responses with local municipalities to ensure an understanding of responsibilities
- Collaborate with local municipal partners to establish a reception centre. These are ideally community centres that have been surveyed by the Region, a local municipality and ESS partner agencies to determine suitability for use as an emergency site
- Collaborate with local municipalities to deliver ESS and reception centre training to Regional and local municipal staff
- Participate in Regional and local municipal emergency exercises
- Maintain an available roster of staff able to serve in a DEOC or reception centre Manager role
- Identify and maintain relationships with internal and external agencies to be able to meet the emergency needs of evacuees

Activation Protocol

If an incident meets the criteria established in the scope of this annex, the following steps will be taken to activate an Emergency Social Services response:

1. The local municipality or York Regional Police will contact the Region through York Region Emergency Management and/or REOC, to request ESS assistance.
2. York Region Emergency Management and/or REOC will notify the Commissioner of CHS and/or the Emergency Social Services Unit to begin supporting the municipal request for ESS assistance.
3. Once notified, CHS will coordinate emergency social services as requested by the local municipality.

4. The local municipality will use the emergency site surveys to identify the appropriate municipal facilities to be opened in coordination with the Region as a Reception Centre(s), and ensure municipal staff are available to maintain the facility.
5. If required and approved by the local municipality, CHS will activate additional ESS partners to support the response.
6. If required, the local municipality will notify the Canadian Red Cross per the Agreement for Disaster Relief Services for the provision of Standard Services. The standard services are set out below. The municipality should also notify the Regional CEMC.

Responsibilities

In the event a response requires a reception centre and delivery of Emergency Social Services, deliverable services consist of:

- Standard services
- Specialized services
- Reception centre management

The level of service and the service component(s) to be provided shall be determined by the Region in coordination with the local municipality and the Canadian Red Cross.

Standard Services

Standard services are provided by partner agencies to meet the emergency basic needs of evacuees.

They include:

- Registration and inquiry (including family reunification)
- Information and referrals
- Emergency clothing
- Emergency feeding

Specialized Services

Specialized services are provided to evacuees who may require additional support above and beyond the standard services. These services will be based on York Region's assessment of needs and delivered via partner agencies and/or York Region as appropriate.

Specialized services may include:

- First aid and Emergency Medical Services
- Prescription and health aids access

- Continuing care
- Insurance support
- Multicultural needs (translation services, prayer rooms, dietary needs)
- Financial aid
- Pet services
- Transportation
- Emotional support
- Donations management
- Other supports as outlined in the ESS Service Delivery Chart in [Annex 7](#)

Reception Centre Management

Upon activation of ESS and when a reception centre is required, the local municipality will use their emergency site surveys to identify the appropriate municipal facilities to be opened as reception centres, in coordination with the Region. The local municipalities will also ensure local municipal staff are available to maintain the facility while the reception center is operational.

York Region will provide staff to serve as the reception centre Manager. This role is responsible for overall management of ESS operations and objectives onsite and is the main point of communication to the DEOC, REOC and municipal EOC.

Emergency Social Services Communications

In the event of an emergency, Access York may provide ESS information and deliver key messages established by the Emergency Information Officer in the REOC and/or DEOC to the public.

The CHS Strategic Department Communications Unit works with Corporate Communications and CHS staff involved in the delivery of ESS to develop and disseminate information and messaging internally and externally. This includes, but is not limited to, website updates, email communications, portal updates, signage, social media and other forms of media.

The Strategic Department Communications Unit is responsible for coordinating media requests and interviews for and managing public relations issues.

ESS Communications

In the event of an emergency, Access York may be requested to support ESS information to the public, as well as deliver key public messaging established by the Emergency Public Information Officer (PIO) in the REOC and/or DEOC.

The CHS Strategic Department Communications Unit, along with Corporate Communications and local municipal communications staff will develop, coordinate, and disseminate information and messaging internally and externally. This includes, but is not limited to the following, as they pertain to the ESS response:

- Website updates
- Email communications
- Portal updates
- Signage
- Social media and other forms of media
- Media requests and interviews
- Management of public relations



ANNEX 8

Emergency Public Health Services



Annex 8: Emergency Public Health Services

Purpose

The purpose of this annex is to provide guidance and identify responsibilities for effectively managing public health emergencies and emergencies with public health impact.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public health and safety, as well as public and private property. During an emergency, York Region Public Health, within the Community and Health Services Department (CHS), prevents, mitigates and reduces adverse health outcomes to promote community-wide resiliency and to protect the health of the Region's residents. Public Health responsibilities during an emergency include health surveillance; infectious diseases case management and outbreak investigation; general isolation, quarantine and other social distancing strategies; environmental health and risk assessments as to its impacts on community health; immunization services; reception centre inspections and the provision of up-to-date, accurate public health-related information to York Region residents, organizations and health care providers.

Authority/Policies

The *Emergency Management and Civil Protection Act, R.S.O. 1990*, provides the primary legal authority for the Region to respond to emergencies within its boundaries.

The *Health Protection and Promotion Act (HPPA), R.S.O. 1990* provides legal authority for the Medical Officer of Health (MOH) to respond to public health emergencies. The Act allows the MOH or alternate to take any actions necessary to respond in a public health emergency, with or without the formal activation of the York Region Emergency Management Plan.

The Ministry of Health sets overall guidelines and plans that outline the roles and responsibilities of the health units. The *Ontario Public Health Standards: Requirements for Programs, Services, and Accountability (OPHS)* are published as the guidelines for the provision of mandatory health programs and services by the Minister of Health and Long-Term Care, pursuant to Section 7 of the HPPA.

Emergency management is one of the OPHS Foundational Standards. The requirement specifies that the board of health shall effectively prepare for emergencies to ensure 24-7 timely, integrated, safe, and effective response to, and recovery from emergencies with public health impacts, in accordance with ministry policy and guidelines.

Health Hazards

The HPPA, s.1(1) defines a health hazard as “(a) a condition of a premises, (b) a substance, thing, plant or animal other than man, or (c) a solid, liquid, gas or combination of any of them, that has or that is likely to have an adverse effect on the health of any person.” Further, Section 13 of the HPPA gives the MOH, or a public health inspector authority to require a person to take or refrain from taking any action in respect of a health hazard. The order can require the closure of premises, cleaning and disinfecting of a premises or thing, and prohibiting the use of any premises or thing, among other things.

Communicable Diseases

Part IV of the HPPA provides the legislative mandate for the MOH with regard to communicable disease control. It sets out:

- The issuance of written orders as they pertain to communicable disease or outbreak
- The duty of physicians, practitioners, hospital administrators, supervisor of an institution, school principals, operator of a laboratory, to report reportable diseases
- Requirements with regard to immunization

Provincial Public Health Authority

Under section 77 of the HPPA, if the Chief Medical Officer of Health (CMOH) is of the opinion that a situation exists anywhere in Ontario that constitutes or may constitute a risk to the health of any persons, he or she may investigate the situation and take such actions as he or she considers appropriate to prevent, eliminate or decrease the risk. These actions include but are not limited to:

- Order health care providers to provide information
- Procure, on an emergency basis, immunizing agents, pharmaceutical agents and/or medical supplies on direction of the Minister of Health and Long-Term Care
- Issue directives concerning precautions and procedures
- Direct boards of health and the medical officers of health to take specific actions

Furthermore, as per Section 77.4 of the HPPA, the Minister of Health may order the possession of public premises for public health use, if the CMOH is of the opinion that there is an immediate risk of an outbreak of a communicable disease or an immediate risk to the health of persons.

York Region Public Health Emergency Management Plan

The York Region Public Health Emergency Response Plan (2018) provides public health officials and staff with general guidelines for responding to an emergency situation with public health impact occurring at a Departmental, municipal or Regional level.

Concept of Operations

Mitigation and Prevention of Emergencies

It is the goal of the Region to protect the lives and property of its citizens and to relieve suffering and hardship due to an emergency. York Region Public Health mitigates and prevents public health emergencies (e.g., pandemics) and emergencies with public health impacts (e.g., chemical spills from train derailments) through protection, prevention and promotion activities. Public Health has a Health Emergency Management Planning (HEP) program. The goal of the program is to enable, plan and prepare a consistent and effective response to public health emergencies and emergencies with public health impacts.

Early Detection and Surveillance

York Region Public Health has established around the clock (24-7) mechanisms for monitoring public health threats. These surveillance systems ensure early detection of potential threats to the health of York Region residents from communicable diseases, environmental incidents (e.g., chemical spills), food contamination and bioterrorism.

Investigation, Coordination and Response

Public Health's responses to public health threats include investigation, mitigation of risk, infection prevention and control, health protection and environmental control measures. Moderate and large-scale incidents may require support and resources to be drawn from other Departmental/Regional parties and/or to coordinate and respond in collaboration with external agencies (e.g., other public health units, Provincial Emergency Operations Centre, Ontario MOH, Emergency Management Ontario, Public Health Ontario, and Public Health Agency of Canada).

Hazard Identification and Risk Assessment

The Hazard Identification and Risk Assessment (HIRA) process assesses the probability, impact and consequences of local hazards and their potential significance as a community risk. These risks are then reviewed to establish mechanisms (i.e., prevention programs, mitigation strategies, contingency or response plans) to support resiliency in York Region Public Health and the community. Public Health conducts an annual HIRA, which reviews and assesses the risk of identified hazards using a public health lens. Further, Public Health participates in the Regional HIRA by informing risks with potential public health impacts.

Organization

In any emergency impacting public health, the MOH (or alternate) may be required to attend the Regional Emergency Operation Centre (REOC) as a member of the Regional Emergency Control Group (RECG).

Public Health functions as part of the Operations sections in the REOC

In addition to having representation in the REOC, Public Health works alongside other branches of CHS (i.e., Strategies and Partnerships, Social Services, Integrated Business Services, Housing Services and Paramedic and Seniors Services) to manage emergency responses through an integrated Departmental Emergency Operations Centre (DEOC). The DEOC is able to function independently for a Departmental response or can function in collaboration with the REOC.

The purpose of the DEOC is to maintain situational awareness, implement action plans and provide centralized and coordinated support to CHS field operations during an incident/emergency (e.g., large-scale infectious disease outbreak). Further, the DEOC supports the Commissioner and/or MOH, or designates, in the REOC if required.

The role of the CHS Emergency Control Group (ECG) is to provide strategic policy support and direction to the DEOC. The CHS ECG is a group consisting of CHS Department branch heads, including the MOH, and other key personnel responsible for exercising overall management responsibility for the Department's business continuity and strategic support of emergency response and recovery operations.

The CHS DEOC utilizes the Incident Management System (IMS) to address standard emergency response priorities. IMS is an internationally recognized emergency management system and is required by the OPHS, Emergency Management Guidelines, 2018. The basic IMS organizational structure is used to facilitate coordination, communication and resource management between in-field operations of an emergency, the CHS DEOC and other jurisdictional Emergency Operations Centres.

Responsibilities

In the event of an emergency, York Region Public Health may implement any or all of the following measures:

Health Surveillance

- Collect, evaluate, organize and disseminate data and information regarding the emergency
- Assess risks to public health, including potential for disproportionate health impacts to high-risk populations

- Monitor and report on the safety of food and water supplies, air quality, the results of environmental testing (i.e., air, water, soil) and human health outcomes (e.g., infectious disease, acute non-infectious disease outcomes and potential for chronic conditions based on exposure)
- Active surveillance for disease(s) of interest

Infectious Disease Case/Contact and Outbreak Management

- Implement case, contact and outbreak management protocols
- Data collection relating to case and contact investigation to support surveillance activities
- Conduct investigations and identify exposure(s), risk factors, risk settings, etc.
- Monitor and respond to disease transmission and initiate outbreak control measures
- Assist with collection and delivery of specimens for laboratory testing and initiate appropriate response(s) to test results

General Isolation and Social Distancing Strategies

- Identify the need for and implement isolation and/or quarantine measures
- Support clients in maintaining isolation/quarantine
- Suspend large scale social events or community activities

Environmental Health/Risk Assessments

- Conduct risk assessments and public health inspections
- In coordination with leading jurisdictions, agencies and service providers, collect or coordinate collection and submission of samples for laboratory analysis (e.g., food, water, air, soil, etc.)
- Identify potential health hazards and take appropriate actions to mitigate or respond
- Monitor and advise on a variety of public health-related issues (e.g., evacuation or shelter-in-place)
- Assist in the identification of populations at risk from incident specific hazards

Immunization Services

- Establish and operate immunization clinics
- Acquire and distribute publicly funded vaccines to public health clinics, external health care providers and/or pharmacies as directed by the MOH

Reception Centres

- Conduct inspections of reception centres prior to and during an emergency to identify and manage potential health hazards with respect to food, water, air quality, infection prevention and control, sanitation, accommodation standards for emergency lodging and environmental hazards

Health Communication

- Provide up-to-date, accurate public health-related information to York Region residents, organizations, and health care providers
- Collaborate with Regional communication partners to disseminate timely and accurate health-related information to increase public awareness and communicate with the public on risk and appropriate health measures
- Support key public messaging established by the MOH and the REOC

In a larger, multi-community emergency, Public Health will support broader multi-community emergency response.

Under the direction of the MOH, York Region Public Health will be responsible for the following duties:

Emergency Preparedness

- Identify, assess and monitor relevant hazards and risks to the public's health, including the identification of high-risk populations and potential for disproportionate health impacts in accordance with the OPHS
- Support municipalities to develop emergency response plans that address the identified hazards for which the board of health (BOH) will have a lead response role
- Provide technical guidance on public health measures to mitigate consequences and support appropriate response
- Maintain 24-7 notification protocols for communications with BOH staff, community partners and governmental bodies to facilitate information sharing in accordance with the OPHS
- Facilitate training for BOH staff and officials on health emergency response plan

Emergency Response

- Liaise with the Ontario MOH - Population and Public Health Branch and implement directives from the CMOH if provided
- Provide public health support, where able, to local municipal EOCs and ECGs for emergencies impacting the public's health
- Implement measures to prevent spread and control infectious disease outbreaks
- Ensure continuity of essential public health services
- Identify potential health hazards and take appropriate actions to mitigate or respond
- Provide timely and accurate health information to the community
- Provide support, conduct inspections and advise on health matters in reception centres
- Liaise with agencies as required to augment and coordinate public health resources

Emergency Recovery

- Restore public health services and environmental safety
- Provide follow-up and potential case management to those affected by the event
- Provide psychosocial support to internal staff members
- Implement recommendations from after action reports and continuous quality improvement activities
- Ensure sustained, basic and surge capacities of public health resources to prevent, plan for, respond to, and recover from future events

External Organizations

York Region Public Health may be required to collaborate with external organizations, which may include:

- Ministry of Health
- Public Health Ontario
- Other public health units
- Ministry of Natural Resources and Forestry
- Municipal Works Departments

- Ontario Provincial Police
- Fire Departments
- Ministry of the Environment and Climate Change
- Ministry of Transportation
- Local Health Integration Networks (LHIN)
- Regional Infection Control Network (RICN)
- Regional hospitals
- Primary care clinics
- Home Health Care organizations
- Laboratories
- Pharmacies
- Pharmaceutical companies
- Personal protective equipment/medical supply companies
- Long-term care facilities
- Ministry of Labour
- School boards
- Schools
- Funeral homes
- Transport Canada (CANUTEC)
- Treasury Board Secretariat



ANNEX 9

Public Works Department



Annex 9: Public Works Department

Purpose

The purpose of this annex is to provide guidance and identify responsibilities, in the event of an emergency, for effectively assessing and repairing affected Regional Public Works infrastructure and facilities pertaining to roads, transit, water, wastewater, waste management, forestry and corporate energy.

This annex is representative of Public Works Department accountabilities including environmental and transportation considerations. Content in this annex is aligned where possible and provides additional content specific to each core business area as required.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public health and safety, and public and private property.

During an emergency, the Public Works Department activities focus on the assessment, response, recovery and repair of Regional infrastructure and facilities pertaining to roads, transit, water, wastewater, waste management, forestry and corporate energy.

Authority/Policies

The provision of water, wastewater, waste management and forestry services are governed by a highly regulated framework. Some key Acts to consider in providing direction are:

- *Clean Water Act*, R.S.O. 2006
- *Safe Drinking Water Act*, R.S.O. 2002
- *Ontario Water Resources Act*, R.S.O. 1990
- *Environmental Protection Act*, R.S.O. 1990
- *Occupational Health and Safety Act*, R.S.O. 1990, c.0.1

In addition, the following legislation provides direction regarding transportation corridor operation:

- *Ontario Highway Traffic Act* R.S.O. 1990, Chapter H.8
- Ontario Regulation 239/02 – Minimum Maintenance Standards for Municipal Highways

There are many other Acts and Regulations that may be considered depending on the type of emergency response required.

Concept of Operations

It is the goal of the Regional Municipality of York to protect the lives and property of its citizens and to relieve suffering and hardship due to an emergency. The Public Works Department ensures all threats to public safety and the environment from Regional infrastructure and facilities pertaining to roads, transit, water, wastewater, waste management and forestry services are assessed and responded to during an emergency. Specific details and actions to ensure an effective and efficient response are found in separate plans and documents that are managed and maintained by the Department.

The Public Works Department also responds to events where victims, personnel or supplies require timely transportation throughout York Region and surrounding areas. Public Works Department works with Police, Fire and Paramedics by providing operational support with road closures and spills response impacting critical infrastructure and/or the environment.

York Region Transit (YRT) responds to instances where transit vehicles are required for temporary shelter facilities, evacuation, or transfer. Relationships have been established throughout the community with contracted service providers, neighbouring transportation agencies and various transit-related organizations. YRT oversees the management of operations and maintenance yards - each with its own fleet of transit vehicles and fuel supplies, which can be deployed during emergency situations.

Organization

York Region's REOC is structured upon the Incident Management System (IMS), a standardized system that defines the basic command structure, and roles and responsibilities required for the effective management of an emergency incident or situation. This system can adapt to any-sized incident, and is divided into five sections: Planning, Operations, Logistics, Finance, and Command (including Liaison, Legal, Risk and Communications).

The Public Works Department is part of the Operations Section and draws staff from Public Works' Operations and Services, Capital Infrastructure Services and Public Works Enabling Services branches. As a branch within Public Works Operations and Services, York Region Transit is also represented in the Logistics Section of the REOC and coordinates with Operations and Planning Sections to support the REOC Action Plan, including, but not limited to arranging for acquisition or use of required transit resources.

Responsibilities

In the event of an emergency requiring opening of the REOC, Public Works responsibilities are identified below.

General Public Works

- If assigned by the REOC Director, the Commissioner of Public Works (or delegate) will act as Operations Section Chief
- Provide an Incident Commander, if required
- Activate the Public Works Department Emergency Coordination Center (DECC) and support or activate Incident Management Team(s), as required
- Ensure any operational objectives and assignments identified in the REOC action plan related to Public Works' services or infrastructure are carried out effectively (i.e. roads, transit, water, wastewater, solid waste, forestry, corporate energy)
- Execute appropriate Standard and Emergency Operating Procedures (SOPs and EOPs), Response Plans, and Business Continuity Plan (BCP) if required
- Survey and/or assess damages to any Public Works infrastructure or facilities (owned and co-owned by York Region) and required operational IT support needs (including, but not limited to SCADA network and York Telecom Network)
- Coordinate repair of identified damaged Public Works infrastructure and resumption of services

Environmental

- Advise on the status of Regional and local municipal potable water and sanitary services and waste management services to the REOC, the incident site, in consultation with the Medical Officer of Health
- Communicate actively with the Province as regulatory authority (e.g. Ministry of the Environment, Conservation and Parks), as required

Transportation

- Work closely with York Regional Police and local municipal partners to ensure the operation of traffic signals are monitored and/or adjusted to facilitate safe, efficient movement of traffic as may be necessitated by evacuation
- Provide a Traffic Detour Plan as required for emergency traffic detours
- Advise REOC Director on declaration and termination of any significant weather event as defined in the Minimum Maintenance Standards

Transit

- Relocate disaster victims to temporary emergency shelters in and around York Region. When the emergency is concluded, transportation will also be provided to disaster victims to return them to their homes, or long-term shelters, if necessary
- Provide transit vehicles to transport York Region or supporting agency personnel as required
- Transport supplies required for emergency response
- Provide transit vehicles as temporary shelter for those awaiting transportation, respite facilities for personnel who require short reprieves from disaster environments, triage centres for determining the severity of injury to emergency victims, or mobile field headquarters for site commanders and their personnel

External Organizations

The Public Works Department may work with external organizations and service partners during an emergency response and recovery. Detailed contact information for these external partners is maintained in separate documents within Public Works.

Transportation

Roads Operations, Traffic Signal Operations and Fleet Services rely heavily on outside private service contractors for:

- Winter maintenance and snow removal contracts
- Winter maintenance materials supply (road salt/sand/anti-icing) contracts
- Traffic services
- Traffic signal maintenance
- Pavement marking program contracts
- Fuel supply contracts
- Spills response related contracts
- Other service contracts (e.g., guiderail repairs, ice jams, flood response)

Transit (YRT/Viva)

Transit includes contracted services through a variety of individual service contracts including:

Transit Services Delivery Contracts

- TOK Transit Limited (Viva Division)
- Miller Transit Limited (Southeast Division)
- TOK Transit Limited (North Division)

YRT Mobility Plus (service for persons with disabilities) is primarily a contracted service through taxi type service providers including:

- Mobility Transportation Specialists (MTS)
- Care Accessible Transportation
- Wheelchair Accessible Transit

Partner Transit Service Operators

- Toronto Transit Commission (TTC)
- GO Transit (an operating division of Metrolinx-Province of Ontario)
- Brampton Transit
- Durham Transit

Regulatory Agencies

- Ministry of the Environment, Conservation and Parks
- Ministry of Mines, Natural Resources and Forestry
- Ministry of Labour, Training, Skills and Development
- Conservation Authorities

Service Partners

- Local municipalities
- City of Toronto
- Region of Peel
- Durham Region

Water and Wastewater Treatment, Collection and Distribution

- York-Durham Lab and other accredited laboratories
- Chemical suppliers
- Sludge bins and haulage
- Telecommunications
- Vac trucks
- Fuel supplier

Waste Management

- Source Separated Organics (SSO) processing
- Waste hauling and disposal services
- Energy from waste (EFW) processing
- MRF operations (until December 31, 2025)
- Transfer station operation
- Yard waste processing
- Hazardous waste management (collection, haulage and processing)
- Public waste drop-off depot operation (staffing, scale operation, waste haulage)

Forestry Services

- Tree removal



ANNEX 10

Police Services



Annex 10: Police Services

Purpose

The purpose of this annex is to provide guidance and identify responsibilities for effectively managing law enforcement and public safety concerns during an emergency or when an emergency is imminent.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public safety and property. It is the policy of York Regional Police to protect life and property by providing the highest standard of professional response to major emergency/disaster incidents.

Authority/Policy

The Police Services Act R.S.O 1990 provides legal authority and direction to Police Services in Ontario. These principles include the need to ensure the safety and security of all persons and property in Ontario.

York Regional Police are also guided by the Criminal Code of Canada and other federal, provincial and municipal legislation.

York Regional Police is further guided by the York Regional Police Procedures and Regulations, which provide clear guidance and response strategies to all members.

Concept of Operations

It is the goal of York Regional Police to ensure the safety and security of all persons and property in York Region; to safeguard the fundamental rights guaranteed by the Canadian Charter of Rights and Freedoms and the Human Rights Code; to facilitate co-operation between the providers of police services and the communities they serve.

In the event of an emergency, York Regional Police will provide a multi-level response based on the severity of the emergency. York Regional Police shall respond to the emergency in accordance with applicable law and procedures.

Organization

York Regional Police response will be under the direction of the Chief of Police or designate. York Regional Police will respond in accordance with the Incident Management System. York Regional Police shall supply an Incident Commander at the location(s) of the major incident and a representative(s) in the Regional Emergency Operations Centre (REOC). All police responses will be guided by applicable law and York Regional Police procedures.

Responsibilities

At all times York Regional Police will respond and act under the direction of the Chief of Police or designate and in accordance with applicable laws and York Regional Police procedures.



ANNEX 11

Paramedic Services



Annex 11: Paramedic Services

Purpose

The purpose of this annex is to provide guidance and identify responsibilities for effectively managing an emergency response during an emergency situation or when such situations appear imminent.

Scope

The Regional Municipality of York is at risk from a number of hazards that could threaten public health and safety. The role of Paramedic and Seniors Services is to provide emergency health care to the Region's residents and visitors during an emergency situation, including pre-hospital care, medical transportation, community referrals and health teaching. This would be accomplished while working collaboratively with allied agencies.

Authorities

- *The Ambulance Act 257/00*
- *The Coroners Act R.S.O. 190c.C-37*
- *The Employment Standards Act S.O. 2000 c 41*
- *The Health Care Consent Act S.O. 1996 c2 Sched A*
- *The Highway Traffic Act R.S.O 1990 c.H-8*
- *The Human Rights Code R.S.O. 1990 c. H 19*
- *The Labour Relations Act S.O. 1995 c1 Sched A*
- The Land Ambulance Certification Standards
- The Long- Term Care Legislation
- *The Mental Health Act R.S.O. 1990 CM-7*
- *The Midwifery Act S.O. 1991 c.31*
- *The Municipal Health Act R.S.O. 1990 CM-7*
- *The Occupational Health and Safety Act 67/93*
- *The Personal Health Information Protection Act*
- *The Public Hospital Act R.S.O. 1990 cp-40*
- *The Public Service of Ontario Act R.S.O. 1990 cp-47*

- *The Regulated Health Professions Act S.O. 1991 c 18*
- *The Substitute Decisions Act S.O. 1992 c.30*
- *The Workplace Safety and Insurance Act S.O. 1997 c 16 Sched A*

Concept of Operations

It is a legislated requirement for the Regional Municipality of York to provide emergency medical services, and the goal of The Regional Municipality of York to protect the lives of its citizens and to relieve suffering and hardship due to an emergency.

Through emergency management planning, Paramedic Services participated in Hazard Identification Risk Assessments (HIRA) for areas within the Regional Municipality of York. When the smaller events occur, everyday procedures are in place and staff are adequately trained to respond.

Paramedic Services is prepared, trained and equipped to respond to emergencies of various sizes and scopes, declared or non-declared emergencies. Using the Incident Management System (IMS), paramedics are prepared for man-made and natural disasters.

Organization

York Region Paramedic Services is structured upon the Incident Management System (IMS), a standardized system that defines the basic command structure, and roles and responsibilities required for effective management of an emergency incident or situation. This system can adapt to any sized incident, and is divided into five sections: Planning, Operations, Logistics, Finance, and Command (including Liaison, Legal, Risk, and Communications).

In any emergency situation impacting the safety or health of the public, the branch Incident Management Support Centre (IMSC) will be open by the authority of the Chief and General Manager or his/her designate. The branch IMSC resides at 80 Bales Drive East in the Town of East Gwillimbury.

Responsibilities

Response

- Respond using the Branch Incident Response Chart at the appropriate level
- Set up Incident Command at scene
- Triage, treat and transport patients

- Open the Branch Incident Management Support Centre (IMSC) – 80 Bales Drive East, Town of East Gwillimbury

Communication

- Report to Regional Emergency Operations Centre (REOC) update allied services
- Liaise with mutual aid partners
- Assign a Public Information Officer

Monitor

- Ongoing site assessment to determine need to reduce or increase response
- Anticipate needs of first responders and additional staffing
- Monitor changing scene to determine the Occupational Health and Safety needs of staff

Recovery

- Equipment retrieval
- Inventory of equipment and staff
- Determine needs to return to normal business

Close IMSC

- Debrief key staff
- Assess need for Critical Incident Stress Management
- Analysis of response

External Organizations

York Region Paramedic Services may be required to collaborate with external organizations. These may include:

Other Paramedic Services

- Toronto Paramedic Services

- Peel Region Paramedic Services
- Durham Region Paramedic Services
- Simcoe Paramedic Services
- ORNGE

Police Services

- Toronto Police
- Ontario Provincial Police
- Peel Regional Police
- Durham Regional Police
- South Simcoe Police
- Royal Canadian Mounted Police (RCMP)

Fire Services

- East Gwillimbury Emergency Services
- Town of Georgina Fire Department
- Township of King Fire and Emergency Services
- Markham Fire and Emergency Services
- Central York Fire Services
- Richmond Hill Fire and Emergency Services
- Vaughan Fire and Rescue Services
- Whitchurch-Stouffville Fire and Emergency Services
- Toronto Fire Department
- Ontario Office of the Fire Marshal
- Other GTA Fire Departments

Government/Community Partners

- Ministry of Health
- Emergency Management Ontario
- The Coroner's Office

- All Regional hospitals
- Ministry of the Environment
- Community Care Access Centre
- Canadian Red Cross
- The Salvation Army
- St. John Ambulance



ANNEX 12

Fire Mutual Aid



Annex 12: Mutual and Automatic Aid Plan and Program



Office of the Fire Marshal

Mutual and Automatic Aid Plan and Program

for

The Regional Municipality of York

Fire Coordinator:
Deputy Fire Chief James Arnold
Vaughan Fire and Emergency Services

Alternates:

Fire Chief Bill Snowball
Whitchurch-Stouffville Fire and Emergency Services

Fire Chief Jim Wall
King Fire and Emergency Services

Issue Date: September 1st, 2011

This emergency fire services “mutual aid” plan includes the following municipalities:

- District 1 Town of Georgina
- District 2 Town of East Gwillimbury
- District 3 Township of King
- District 4 Towns of Aurora and Newmarket
(Central York)
- District 5 Town of Whitchurch-Stouffville
- District 7 City of Vaughan
- District 8 City of Richmond Hill
- District 9 City of Markham

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Foreword

This attached mutual aid plan and program and accompanying appendices were developed by the Office of the Fire Marshal in consultation with fire coordinators appointed by the Fire Marshal for the Province of Ontario to develop and coordinate county, district and region plans appropriate to local needs and circumstances.

Local counties, districts and region mutual aid systems will adopt the content of the plan as presented here. It will, however, be necessary for the participants to determine locally if the county, district or region mutual aid plan will include the automatic aid, hazardous materials and/or extrication program in the base document. In such cases it will be necessary to identify, within the plan, the participants in the various programs.

The local fire coordinator will be responsible for completing the running assignments, summary of contact information and list of local resources portions of the plan and submitting them to the Office of the Fire Marshal annually or as significant changes to the plan occur. Examples of significant changes include additions and deletions of major apparatus and equipment, staffing changes with the potential to affect emergency response, changes in senior officers and changes to emergency, business and personal telephone numbers of senior officers. The Office of the Fire Marshal will maintain a central inventory of all current mutual aid plans.

Local counties, districts and region mutual aid plans may adopt any or all the appendices attached to this document based on local needs and circumstances. The appendices are intended to provide a local county, district or region with the ability to attach additional information to the base document that they will assist local participants in the day-to-day application and use of the plan. There is no requirement to submit the appendices to the Office of the Fire Marshal.

Mutual Aid Associations may be in place in county, district, and regions. It is clearly understood that they do not have any authority relating to the operation of municipal fire departments or the mutual aid plan.

Purpose of the Mutual Aid Plan

- To provide authority and general direction to fire coordinators for the co-ordination of mutual aid systems and associated fire protection services activated within the local county, district, or region, as well as with neighbouring counties, districts or regions, inter-provincially and internationally
- To provide clarification to municipalities of the roles and responsibilities of fire coordinators within the mutual aid system
- To provide other emergency management agencies with an understanding of the fire coordinators role within the mutual aid system

Authority

Fire department personnel appointed by the Fire Marshal as fire coordinators shall fulfill the duties and responsibilities as instructed by the Fire Marshal (*Fire Protection and Prevention Act 1997, Section 7*).

Fire coordinators

7. (1) The Fire Marshal may appoint fire coordinators for such areas as may be designated in the appointment. 1997, c. 4, s. 7 (1).

Duties

(2) A fire coordinator shall, subject to the instructions of the Fire Marshal,

(a) establish and maintain a mutual aid plan under which the fire departments that serve the designated area agree to assist each other in the event of an emergency; and

(b) perform such other duties as may be assigned by the Fire Marshal. 1997, c. 4, s. 7 (2); 2002, c. 18, Sched. N, s. 1

Definitions

In this document,

Acceptable means acceptable to the fire coordinator and participating fire chiefs in consultation with the Office of the Fire Marshal.

Alternate Fire Coordinator means the person appointed by the Fire Marshal, under the authority of the *Fire Protection and Prevention Act*, 1997 to act in absence of the fire coordinator.

Automatic Aid means any agreement under which a municipality agrees to provide an initial response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department in the municipality is capable of responding more quickly than any fire department situated in the other municipality; or a municipality agrees to provide a supplemental response to fires, rescues and emergencies that may occur in a part of another municipality where a fire department in the municipality is capable of providing the quickest supplemental response to fires, rescues and emergencies occurring in the part of another municipality.

Company means a complement of personnel operating one or more pieces of apparatus under the control of a supervisor.

Council means the council of a municipality participating in the mutual aid plan.

Cover means the fire department that is available to provide back-up coverage to another fire department that is providing help to another fire department in the event of a mutual aid plan activation.

Fire Chief means the person appointed by a participant in the mutual aid plan as the head of the fire department.

Fire Coordinator means the person appointed by the Fire Marshal, under the authority of the *Fire Protection and Prevention Act*, 1997 to co-ordinate the mutual aid plan, or the person appointed by the Fire Marshal to act in absence of the fire coordinator.

Fire Department means a group of firefighters authorized to provide fire protection services by a municipality, group of municipalities or by an agreement made under section 3 of the *Fire Protection and Prevention Act*.

Fire Protection Adviser means a person employed by the Office of the Fire Marshal, Field Fire Protection Services section, to provide advice and assistance to municipalities and fire departments.

Fire Protection Services means fire suppression, fire prevention, fire safety education, communication, training of persons involved in provision of fire protection services, rescue and emergency services and the delivery of all those services.

First Nation Community means a band as defined in the *Indian Act* (Canada).

Help Call means the fire department that is called to assist another fire department in the event of a mutual aid plan activation.

Home Fire Chief means the fire chief of the municipality, community or area experiencing a major emergency.

Home Fire Department means the fire department of the municipality, community or area experiencing a major emergency.

Incident Management System means the program used by the county/district/region to establish a standard approach to incident management, priorities, action planning, and resource utilisation.

Major Emergency means a situation that, in the opinion of the local fire chief, constitutes a danger of major proportions to life, property and/or the environment and that exceeds the capability of the local fire department.

Municipality means local municipality as defined in the *Municipal Act*.

Mutual Aid means a program to provide/receive assistance in the case of a major emergency in a municipality, community, or area.

Mutual Aid Plan or System means the mutual aid plan developed under the authority of the *Fire Protection and Prevention Act, 1997* and direction of the Fire Marshal to facilitate provision of fire protection services to the residents of a county, district, or region under a co-ordinated and co-operative system.

Participant means an organization, approved by the Fire Marshal, or a municipality which operates or manages a fire department that meets and maintains the requirements for participation in the mutual aid plan.

Regional Operations Manager means the person appointed by the Office of the Fire Marshal to manage a defined region within the Fire Protection Services Section under the direction of the assistant Deputy Fire Marshal.

Significant Event means a mutual aid activation requiring the assistance of two or more fire departments.

Unorganized Territory means a geographic area without municipal organization.

Zone Fire Coordinator means the person appointed by the Fire Marshal, under the authority of the *Fire Protection and Prevention Act, 1997* to co-ordinate a geographic portion of the county, district, or region mutual aid plan under the direction of the county, district, or region fire coordinator.

The Principles of Operation of Mutual Aid Plans in Ontario

- To promote adequate and coordinated efforts to minimize loss of life and property and damage to the environment through efficient utilization of fire and other resources in the event of a mutual aid activation during times of natural or man-made emergencies
- To provide the organizational framework necessary to effectively manage mutual aid resources within a unified incident management system

Mutual Aid System Components

This mutual aid plan embodies the action to be taken by participants to engage in the following program components.

1. Activate mutual aid during a major emergency where the home fire department is committed and/or the situation cannot be contained or controlled with available resources.
2. Activate the provincial CBRNE or HUSAR response system.
3. (Optional) Activate a county, district or region automatic aid program.
4. (Optional) Activate a county, district or region hazardous materials support response.
5. (Optional) Activate a county, district or region extrication support response.
6. (Optional) Activate a county, district or region specialized rescue support response.

Mutual Conditions for Participation in Programs

1. Mutual Aid

- a. A request for help or cover by any other participant in the mutual aid plan takes priority over any other agreements entered into by another participant.
- b. The fire chief, or designate, may refuse to supply the requested response to occurrences if such response personnel, apparatus or equipment are required to provide fire protection services in the local municipality. Similarly, the fire chief, or designate, may order the return of such apparatus, equipment or personnel that is responding to, or is at, the scene of a mutual aid activation if it is required to provide fire protection services in the local municipality. In such cases the fire chief must notify the fire coordinator or designate of his/her actions.
- c. The participating fire department must be established and regulated by a municipal by-law.

Note: Where unorganized territories, First Nation communities, or federal properties form part of the mutual aid plan, alternative authorization may be accepted.

- d. Council must confirm the fire chief of a municipal fire department, by by-law or a similar method of authorization. The Office of the Fire Marshal must appoint the fire chief of a fire department established for an unorganized territory.
- e. A by-law must be passed by council authorizing its fire department's participation in the mutual aid plan. Fire departments serving unorganized territories must be authorized to participate through an agreement signed by the Office of the Fire Marshal.
- f. A participating fire department must have adequate resources to handle day-to-day emergencies in its own jurisdiction.
- g. A participating fire department must be acceptable to:
 - the fire chief(s) of the fire department(s) to be its first response for mutual aid assistance;
 - the fire chief(s) of the fire department(s) it will be first response to for mutual aid assistance; and,
 - the fire coordinator
- h. Triple combination pumpers and water tank trucks are the basic vehicles intended to be used for response. Where the fire coordinator and the participating fire chiefs agree rescue vehicles, aerial ladder trucks, and other specialized vehicles and/or services may be included.

Note: This does not mean a municipality with an aerial ladder truck is obligated to make it available to a municipality that does not have one to reciprocate the service.

- i. Home fire department personnel will be in overall command of the mutual aid activation and will be responsible for co-ordination of local resources and those of the responding fire department(s).
- j. Participants in the mutual aid system will have adopted and implement an approved incident management system.
- k. Fire chiefs shall notify the fire coordinator of all significant changes as they occur, regarding stations, personnel, apparatus and/or equipment.
- l. Radio communication procedures shall be in accordance with principles and policies agreed upon by the participating fire chiefs.
- m. Minimum requirements of the *Occupational Health and Safety Act* must be met as it pertains to fire departments.
- n. Fire chiefs shall provide copies of agreements for fire protection to the fire coordinator, if requested by the fire coordinator.

- o. An applicant to participate in mutual aid that fails to meet the criteria as agreed to by the participating fire chiefs of the area, in conjunction with the fire coordinator and approved by the OFM regional operations manager, will not be accepted as a member of the mutual aid plan.
- p. The fire coordinator will consult with the OFM regional operations manager when a participant fails to maintain the established criteria for participation in the mutual aid plan. The participant will be given a written notice by the fire coordinator to have the deficiencies corrected. Failure to maintain the established criteria to the satisfaction of the fire coordinator and the regional operations manager shall result in removal from the system.
- q. Mutual aid assistance is to be provided to participants on a reciprocal basis (i.e. no costs involved).
- r. Mutual aid is not immediately available for areas that receive fire protection under a fire protection agreement. The municipality, unorganized territory, or First Nations community purchasing fire protection is responsible for arranging an acceptable response for back-up fire protection services. In those cases where the emergency requirements exceed those available through the purchase agreement **and** the back-up service provider, the mutual aid plan can be activated for the agreement area.

2. Provincial CBRNE and HUSAR Resources

The province has developed a system to provide response support for chemical, biological, radiological, nuclear and explosion response (CBRNE) and heavy urban search and rescue (HUSAR) incidents, to local communities. The system operates under the following conditions.

- Initial response to CBRNE and HUSAR emergencies are a local responsibility. More advanced support may be available locally through the mutual aid system or a contracted service provider, which includes contracted support from another municipality through a fire protection services agreement or an automatic aid agreement and contracted support from a commercial provider.
- It is intended that CBRNE teams and a HUSAR team strategically located in designated cities, and operating under a memorandum of understanding with the Province of Ontario will also be available to support local responders.
- The expectations and capabilities of responding CBRNE Teams shall be based on the National Fire Protection Association Standard 472: Professional Competence of Responders to Hazardous Materials Incidents. That standard provides for the following levels:
 - Level 1: Awareness of what constitutes a hazardous materials incident
 - Level 2: Capacity to carry out limited response activities
 - Level 3: Capacity to mitigate hazardous materials incidents

- The expectations and capabilities of the responding HUSAR team shall be based on the National Fire Protection Association Standard 1670: Operations and Training for Technical Rescue Incidents. That standard provides for the following levels:
 - Level 1: Awareness of what constitutes a technical rescue incident
 - Level 2: Capacity to carry out limited response activities
 - Level 3: Capacity to mitigate technical rescue incidents

Activation of Resources

- a. It is anticipated that a municipality requiring the assistance of a CBRNE or HUSAR team will have initiated, or be in the process of declaring, an emergency, pursuant to the *Emergency Management Act*, R.S.O. 1990, c. E-9.
- b. All requests for assistance for a CBRNE or HUSAR team will be received and coordinated through the Emergency Management Ontario Provincial Emergency Operations Centre (PEOC). 1-866-314-0472.
- c. Should an emergency occur in a locality that in the opinion of the fire coordinator, or his/her designate, cannot be addressed through the resources of the local fire department, the mutual aid system or contracted service providers, he/she shall consider requests from local communities and contact the PEOC to request the response of a CBRNE or HUSAR team.
- d. The decision to activate one or more of the teams as part of the provincial response to an emergency will be approved by the Treasury Board Secretariat representative through the PEOC.
- e. The PEOC, in conjunction with the Office of the Fire Marshal (Fire Protection Services- Emergency Management Planning and Strategic development) will be responsible for overall coordination and direction of the response, and the PEOC will be responsible for coordinating and necessary funding to support the activation of a CBRNE or HUSAR team.
- f. Local personnel will be in overall command of the emergency situation and will be responsible for coordination of local resources and those of the responding fire department(s).
- g. The individual activities of a CBRNE or HUSAR team will be under the command of the officer-in-charge of the CBRNE or HUSAR team.
- h. The CBRNE response teams are not intended to fight fires involving hazardous materials. When fire departments respond to hazardous material fires, the normal method of activating mutual aid is to be followed for additional fire suppression assistance.
- i. The CBRNE or HUSAR team will not respond outside its home municipality as part of the memorandum of understanding unless deployed by the PEOC, in consultation with the OFM. When the CBRNE or HUSAR team is mistakenly called directly by agencies or persons other than the fire coordinator, the CBRNE or

HUSAR team will immediately notify the local fire department to respond and shall stand by to respond if required.

- j. Nothing in the memorandums of understanding with the province prevents the CBRNE or HUSAR teams from responding outside their home municipalities under a fire protection services agreement or automatic aid agreement or like agreement or arrangement between the team's municipality and another participant.

3. Automatic Aid

Improvements may be made to the overall effectiveness of the mutual aid system by implementing an automatic aid program within the mutual aid system.

- The quickest available fire station immediately responds to a call for service, regardless of municipal boundaries
- The assembly time of an adequate fire attack team may be reduced (the fire attack team may be made up of personnel and equipment from more than one fire department)
- Equipment and personnel may be made available, particularly at the outer extremities of municipalities, which are neither practical nor reasonable for municipalities to provide for themselves due to the financial demands inherent with their provision

Program Participation

- a. A participant in an automatic aid program that forms part of the mutual aid plan must meet and maintain the requirements for participation in the mutual aid plan.
- b. Fire departments entering into automatic aid agreements must notify the affected fire coordinator(s).
- c. Supplying fire departments must ensure sufficient resources remain available in their own municipality or area to provide initial responses to emergency calls.
- d. Communications systems should be in place to support the simultaneous and coordinated response of required fire Departments.
- e. First arriving companies will initiate an incident management system in accordance with those agreed to in the mutual aid plan. The home fire department shall assume command of the incident after arrival at the scene.
- f. Activation of additional apparatus, equipment and personnel in the home municipality is not automatic aid. Such a response is expected and should be ordered into action whenever necessary.
- g. Where a municipality purchases fire protection services, for a fee or any other consideration, for its jurisdiction or any part of it, automatic aid may be activated. In the event that the first call for additional assistance is required in an area where

fire protection services are usually purchased from a neighbouring municipality, the responding fire department may charge for its service; these are not mutual aid plan responses.

- h. A request for mutual aid plan response has priority over any requests such as automatic aid. Automatic aid responses are secondary to mutual aid obligations.
- i. Automatic aid, unlike mutual aid, is not intended to be provided to the receiving municipality at no charge. A request for day-to-day assistance, as opposed to a request for help at a major fire or other emergency, should be on a cost recovery basis.

4. Region Hazardous Materials Response Support

Improvements may be made to the overall effectiveness of the mutual aid system by implementing a hazardous materials response support program within the mutual aid system.

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries
- The Fire Department is trained and equipped to (Operations/ Technician) Level for hazardous material incident response and has agreed to respond and provide assistance throughout the county, district or region when requested by participating fire departments
- The response team will perform (Operations/Technician) Level hazardous material response/mitigation activities only

Note: Requesting fire departments must train responding firefighters to the (Awareness/Operations) Level described in NFPA 472 latest Edition to assist the response team, as required

Program Participation

- a. The hazardous materials response team is activated by request through the home fire department Communications Centre.
- b. The home fire department must respond, assume command, arrange to secure the area and remain in attendance for the duration of the incident.
- c. The home fire department will supply apparatus, equipment and personnel for fire suppression and required support for the hazardous materials response team.
- d. When the home fire department arrives at the scene first, it will:
 - contact the response team by radio, as soon as possible;
 - give updates relevant to the nature and extent of the incident;
 - identify the product(s) involved, if possible;

- give safest routes to the incident and staging area; and,
 - identify the sector (or person) the response team should report to upon arrival.
- e. The hazardous materials response team is not intended to fight fires involving hazardous materials. When fire departments respond to hazardous material fires, the normal method of activating mutual aid is to be followed for additional fire suppression assistance.
 - f. Upon request by the home fire chief or designate, the designated Hazardous Material Team will provide technical advice and assistance regarding hazardous material fires. To initiate a request, contact the designated Fire Department, giving as much information about the incident as possible. The designated Fire Department will determine if it is necessary to send personnel to the fire scene.
 - g. Responses by the hazardous materials support units to municipalities or areas purchasing fire protection may be charged directly to that municipality or area as though the response was a fire department receiving a call for fire suppression assistance.

5. (Optional) Activate a county, district or region extrication support response.

6. Specialized Rescue Support Program

Improvements may be made to the overall effectiveness of the mutual aid system by implementing a specialized rescue support program within the mutual aid system. Services provided within the program include trench rescue, ice/water rescue, confined space rescue, high/low angle rescue.

- The closest available specialized assistance immediately responds to a call for service, regardless of municipal boundaries
- The fire department(s) is/are trained and equipped to provide the specialized rescue team(s) and has/have agreed to respond and provide assistance throughout the region when requested by participating fire department

Program Participation

- a. The requesting fire department will communicate directly with the fire department closest to the scene with the apparatus, equipment and personnel that is required.
- b. The home fire department must respond, assume command and remain in attendance for the duration of the incident.
- c. The home fire department will supply apparatus, equipment and personnel for fire suppression, as well as basic support for the specialized rescue team, as required.
- d. When the home fire department arrives at the scene first, it will:

- contact the home communications centre and request the appropriate team by radio, as soon as possible; give updates relevant to the nature and extent of the incident;
 - give best routes and where to locate at the incident or staging area; and,
 - identify the sector (or person) the support team should report to upon arrival.
- e. Responses by the specialized rescue teams to municipalities or areas purchasing fire protection may be charged directly to that municipality or area as though the response was a fire department receiving a call for fire suppression assistance.

Activation of Mutual Aid Plan

Requesting Fire Department

The incident commander, or the communications facility currently serving the incident commander, will communicate directly with the first help call.

- a. Identify who you are and give any code word required.
- b. Briefly describe the nature of the incident.
- c. Give the location of the incident.
- d. Provide information on any Automatic Aid activations initiated.
- e. Be specific about resources required.
- f. Provide directions and travel route to the scene as required.
- g. Advise who, and on what radio frequency or talk group, to contact for assignment and/or staging location. If common radio frequencies or talk groups are not available direct the responding mutual aid companies to a specific location and advise them whom to contact on arrival.

First Help Call Fire Department

- a. Dispatch required assistance.
- b. Notify the fire coordinator, or the fire coordinator's communications facility, of the incident and your response and the information provided regarding Automatic Aid responses if any.
- c. Notify appropriate fire coordinator(s), or their communications facility, where the response involves cross county/region/district activation.

Fire Coordinator

- a. Arrange for cover for home and assisting departments as required.

- b. Receive all additional calls for assistance after the first help call.

Note: Regional mutual aid is treated as any other activation. There should be no boundaries when considering mutual aid assistance.

Termination of the Incident

- a. The incident commander will determine when assisting resources are no longer required.
- b. The incident commander will release resources as soon as possible.
- c. The incident commander will notify the fire coordinator, or the fire coordinator's communications facility, that assisting resources are no longer required and are being released.
- d. Assisting fire department(s) will notify the fire coordinator, or the fire coordinator's communications facility, when they have returned to their station(s) and are in service. Assisting includes response to the emergency scene and providing cover at other fire departments.

Criteria for Appointment as Fire Coordinator or Alternate

- a. Fire chief, deputy fire chief or senior officer with the necessary training and experience to co-ordinate the system.
- b. Willingness of proposed fire coordinator or alternate to fill the role.
- c. Agreement of employer for fire coordinator or alternate to fill the role.
- d. Capability to monitor, receive and transfer radio communications within the county, district or region and between other counties, districts and/or regions.
- e. Familiarity and continuity within the system.
- f. Where possible and where practicable of attainment the fire coordinator and alternate come from the same department.
- g. Agreeable to the roles and responsibilities as defined in the mutual aid plan.

Appointment Process for Coordinators and Alternates

- a. At his/her earliest convenience, the fire coordinator notifies the local fire protection advisor or the regional operations manager of pending resignation or vacating of position and completes Appendix "F" – Request for Replacement.

- b. The fire coordinator makes a recommendation for replacement, based on selection criteria. If possible, the fire coordinator obtains a letter from the candidate's CAO or council approving the recommended person for the position.
- c. The regional operations manager reviews the recommendation in consultation with the local fire protection adviser (FPA).
- d. Local fire protection advisor confirms with CAO and/or council approval of the recommended person if not submitted by the fire coordinator in the original application.
- e. Regional operations manager forwards the recommendation to the Fire Marshal, for appointment.
- f. Fire Marshal (or designate) makes appointment.
- g. Access is provided to the Emergency Management Ontario fire coordinators website.
- h. Local fire protection advisor delivers the appointment letter, identification card and wallet badge.
- i. Fire protection advisor reviews the roles and responsibilities with the newly appointed fire coordinator.
- j. Fire protection advisor provides latest copy of the fire coordinators' mutual aid plan and program manual and accompanying appendices.
- k. Fire protection advisor(s) inform local fire departments of the appointment (where required).

Roles and Responsibilities

1. Office of the Fire Marshal

- a. Develop and approve the mutual and automatic aid plan and appendices in consultation with fire coordinators.
- b. Review and approve mutual aid plans.
- c. Maintain a centralized inventory of current mutual aid plans.
- d. Provide support through specialized resources and equipment, as available.
- e. Appoint the fire chief of a fire department established for an unincorporated area that is to participate in the mutual aid plan.
- f. Authorize fire departments serving unincorporated areas to participate in the mutual aid plan through an agreement signed by the Office of the Fire Marshal.
- g. Monitor activations of the mutual aid system.
- h. Maintain the fire coordinators website and provide regular communications and updates to the fire coordinators.

- i. Organize and conduct the annual fire coordinators' conference.
- j. Review the operations and performance of the mutual aid system.

2. Participants

Participants in the mutual aid plan are responsible for passing a by-law, agreement or alternative acceptable authorization to:

- a. Establish and regulate a fire department,
- b. Appoint the fire chief of the fire department, and,
- c. Authorize participation in the mutual aid plan.

3. Fire Coordinator

Fire department personnel appointed by the Fire Marshal as fire coordinators shall fulfill the duties and responsibilities as instructed by the Fire Marshal (*Fire Protection and Prevention Act 1997, Section 7*).

Roles and responsibilities of the fire coordinator and in the absence of the fire coordinator the alternate coordinator for the purposes of this mutual aid plan include:

- a. Develop, review and maintain an up-to-date mutual aid plan, under the instructions of the Fire Marshal of Ontario, and in cooperation with the area fire chiefs.
- b. Submit the plan to the Office of the Fire Marshal (OFM) regional operations manager for approval.
- c. Review the mutual aid plan annually, or more often if required, with the participating fire chiefs and the local fire protection adviser(s).
- d. Coordinate activations of the mutual aid plan.
- e. Consider requests and recommend to the POC the deployment of provincial CBRNE and HUSAR teams.
- f. Provide advice and assistance to the Fire Marshal upon request.
- g. May assist and support participants by providing information and guidance during mutual aid activations.
- h. Within 2 days forward by email to ofmem.map@ontario.ca a synopsis of any significant events within their area.
- i. In cooperation with the local fire protection adviser, review equipment and apparatus covered by the plan when deemed necessary by the fire coordinator or the fire protection adviser.

- j. Attend the annual fire coordinators' conferences and such other meetings as may be convened from time to time by the OFM.
- k. Submit expense accounts to the OFM regional operations manager for approval twice yearly, and more frequently if required, and before March 31 of each year.
- l. Encourage county, district or regional training, and submit requests to the Office of the Fire Marshal for specialized courses.
- m. Other duties as may be assigned by the Fire Marshal.

Roles and responsibilities of the fire coordinator for the purposes of this mutual aid plan do not include:

- a. In an unorganized territory where there are no agreements made pursuant to the *Fire Protection and Prevention Act, 1997* to provide fire protection services, there is ordinarily no role for the fire coordinator to play. The role of the fire coordinator is to coordinate mutual aid plans and to perform related duties. Mutual aid plans are plans developed between fire departments. Fire departments exist only in municipalities, or pursuant to an agreement in an unorganized territory.

4. Participating Fire Chiefs

- a. Familiarize members of the fire department with contents of the mutual aid plan.
- b. Implement the local components of the mutual aid plan.
- c. Submit the relevant Standard Incident or Casualty Reports for all incidents directly to the Office of the Fire Marshal.
- d. Notify the fire coordinator of all significant changes as they occur, regarding stations, personnel, apparatus and/or equipment and contact information.
- e. Provide copies of agreements for fire protection to the fire coordinator, if requested by the fire coordinator.
- f. Attend mutual aid system meetings as called by the fire coordinator.
- g. Advise the fire coordinator of any municipal re-alignments or amalgamations.
- h. Provide a copy of the mutual aid plan to the municipal council.

Fire Coordinator's Protection from Personal Liability and Indemnification

The Fire Protection and Prevention Act, 1997 addresses the issue of protection from personal liability and indemnification for fire coordinators.

74. (1) No action or other proceeding for damages shall be instituted against a firefighter, a fire coordinator, a community fire safety officer, a member or

employee of the Fire Safety Commission, an assistant to the Fire Marshal, the Deputy Fire Marshal, the Fire Marshal, or a person acting under his or her authority, for any act done in good faith in the execution or intended execution of his or her power or duty for any alleged neglect or default in the execution in good faith of his or her power or duty.

75. (1) A firefighter, a fire coordinator, a community fire safety officer, a member or employee of the Fire Safety Commission, an assistant to the Fire Marshal, the Deputy Fire Marshal, the Fire Marshal, or a person acting under his or her authority shall be indemnified for reasonable legal costs incurred,

- a. in the defence of a civil action, if the person is not found to be liable;
- b. in the defence of a criminal prosecution, if the person is found not guilty;
- c. in respect of any other proceeding in which the person's execution of his or her duties is an issue, if the person acted in good faith.

Municipal Liability and Immunity

The Municipal Act addresses the issues of immunity protection for councils and members of fire departments participating in the mutual aid plan.

Liability re: Fire service

467. Despite the repeal of the old Act, clause (e) of paragraph 31 of section 210 and paragraph 32 of section 210 of that Act continue to apply for the purpose of protecting a municipality from liability with respect to agreements entered into and emergency fire service plans adopted prior to January 1, 2003. 2001, c. 25, s. 467.

Immunity

448.(1) No proceeding for damages or otherwise shall be commenced against a member of council or an officer, employee or agent of a municipality or a person acting under the instructions of the officer, employee or agent for any act done in good faith in the performance or intended performance of a duty or authority under this Act or a bylaw passed under it or for any alleged neglect or default in the performance in good faith of the duty or authority. 2001, c. 25, s. 448 (1).

Policy decisions

450. No proceeding based on negligence in connection with the exercise or non-exercise of a discretionary power or the performance or non-performance of a discretionary function, if the action or inaction results from a policy decision of a municipality or local board made in a good faith exercise of the discretion, shall be commenced against,

- (a) a municipality or local board;
- (b) a member of a municipal council or of a local board; or
- (c) an officer, employee or agent of a municipality or local board. 2001, c. 25, s. 450.

Related Programs

Fire Coordinators’ Conferences and Meetings

Each year a fire coordinators’ conference is organized and conducted by the Office of the Fire Marshal. New developments in mutual aid are discussed, as well as current issues or problems in mutual aid operations. From time to time, exercises will be conducted at the fire coordinators’ conferences. Fire coordinators in regional areas of the province may meet from time to time to discuss local issues with OFM staff and others. In addition, fire coordinators are expected to convene regular meetings with fire chiefs, or their representatives, within their jurisdictions.

Contacting the Office of the Fire Marshal:

The Regional Operations Managers are the point of contact for Fire Coordinators to forward:

- current copies of mutual aid plans
- updates to mutual aid plan resources and contact lists, and
- original copies of expense claims – faxed copies not acceptable for approved government procedures

Original copies of the above are to be mailed to:

Office of the Fire Marshal (Southwest or Southeast Regional Manager) 2284 Nursery Road Midhurst, ON LOL 1XO	Office of the Fire Marshal (Northwest or Northeast Regional Manager) 3767 Highway 69 South, Suite 6 Sudbury, ON P3E 4N1
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In those instances when a fire coordinator or alternate fire coordinator has a question about the expected roles and responsibilities, he/she may contact the local fire protection adviser or the appropriate regional operations manager of the Office of the Fire Marshal and Emergency Management.

During non-business hours contact may be arranged through the Provincial Emergency Operations Centre by calling 1-866-314-0472 and asking to be put in contact with the on-call manager for Fire Protection Services who will address the concern directly and/or put you in contact with the appropriate regional operations manager.

During major emergencies with provincial interests, Emergency Management Ontario staff members will typically be assigned to the Provincial Emergency Operations Centre (PEOC) and/or at the Ministry Emergency Operations Group (MEOG). These staff members may be in contact with fire coordinators dependent on the location and type of situation. Fire coordinators will be provided with an appropriate contact number(s) for continued contact throughout the emergency.



ANNEX 13

Evacuation



Annex 13: Evacuation

Purpose

The purpose of this annex is to provide a framework for the coordinated evacuation and movement of the population at risk.

Scope

As outlined in the Regional Hazard and Risk Assessment, The Regional Municipality of York is at risk from a number of natural, human-caused, and technological hazards that could require residents to evacuate their homes or businesses. Evacuations may be limited to a single building or a group of buildings, or they could affect entire communities.

Alternative strategies to evacuation, such as “Shelter in Place” are outside the scope of this annex.

Authority/Policies

The *Emergency Management and Civil Protection Act*, R.S.O. 1990, provides legal authority for York Region to respond to emergencies within its boundaries. This legislation also authorizes the Province to issue orders for:

1. Regulating or prohibiting travel or movement to, from or within any specified area.
2. Evacuating individuals and animals and removing personal property from any specified area and making arrangements for the adequate care and protection of individuals and property.
3. Establishing facilities for the care, welfare, safety, and shelter of individuals, including emergency shelters and hospitals.
4. Closing any place, whether public or private, including any business, office, school, hospital or other establishment or institution.

During an evacuation, priority is given to and accompanying movement priorities are as follows:

1. Evacuating everyone in immediate danger
2. Facilitating the evacuation of vulnerable persons
3. Facilitating the transport of displaced persons
4. Coordinating and monitoring self-evacuation

Assumptions

- Some residents will evacuate upon warning of a threat
- Some individuals at risk will evacuate when local officials recommend they do so
- Some individuals will refuse to evacuate, regardless of the threat
- Some individuals will evacuate if they are assured of that their pets and/or livestock will be safe
- Some individuals will require transportation, special equipment or alternative message formats to evacuate
- When there is sufficient warning of a significant threat, some individuals who are not at risk will evacuate
- Some emergency situations are slow to develop with ample time for deliberate evacuation planning while others occur without warning with little time to find appropriate personnel and equipment from external sources to support evacuation operations
- Some evacuated residents will seek shelter with relatives or friends or in commercial accommodations

Concept of Operations

The decision to evacuate will be made by the Incident Commander, Regional Emergency Operation Centre (REOC), Departmental Emergency Operation Centre (DEOC), or local Municipal Emergency Operation Centre.

York Regional Police will plan, direct, and control the evacuation and movement through Unified Command.

Evacuation warnings and instructions will be given by the Incident Commander (or designate) through their communication channels.

Evacuation instructions and information to the media will be disseminated through the Public Information Officer (PIO).

In an evacuation requiring Regional Emergency Social Services (ESS), the REOC may be activated to support the local municipal EOC and sites.

At the discretion of the Commissioner of Community and Health Services (CHS), or if requested by an affected municipality, CHS may open and operate Reception Centres in collaboration with that local municipality.

Organization

The Site Command is structured under IMS by the Incident Commander/Unified Command. The REOC is structured under IMS by the REOC Director.

Responsibilities

York Regional Police

1. Coordinate evacuation planning and operations with other first responders within Unified Command.
2. Plan, direct and coordinate crowd and traffic control operations in support of evacuation.
3. Identify and establish evacuation routes based on the severity of the event.
4. Initiate public notification of evacuation and communicate evacuation routes (public address system, door to door, media releases, community alerting tool).
5. Establish a continuous line of communication with the IC/EOC.

Fire Services

1. Coordinate with other involved jurisdictions, evacuation planning and operations within Unified Command.
2. Assist in identification of the population at risk from incident specific hazards.
3. Assist in identification of the area to be evacuated and evacuation routes.
4. Notify police and the CEMC of the need to evacuate and the movement of the population at risk.
5. Support evacuation and the movement of population at risk.
6. Provide resources as required for to ensure the safety of evacuations routes and evacuated residents.
7. Identify and mitigate hazards prior to re-entry of the evacuated area.
8. Establish a continuous line of communication with the Fire Coordinator/REOC.

Transit (YRT/Viva)

1. Notify essential personnel, on or off duty, to respond to the evacuation, as required or requested.
2. Notify and coordinate with other transit authorities for additional services, as required.

3. Maintain the dispatch for the control of all vehicles used for evacuation and/or sheltering.
4. Provide the necessary resources (buses, personnel) called for by the Incident Commander and/or the REOC.

Paramedic Services

1. Coordinate with other involved jurisdictions, evacuation planning and operations within Unified Command.
2. Assist in identification of population at risk from incident specific hazards.
3. Assist in identification of area to be evacuated and evacuation routes.
4. Provide medical triage when required.
5. Provide emergency medical transport.
6. Support evacuation and coordinate the movement of the population at risk.
7. Establish a continuous line of communication between the IMSC and the REOC.
8. Provide Paramedic Services in accordance with Annex 12 of the York Region's Emergency Management Plan.

Community and Health Services - Public Health

1. Inspect, monitor, and advise on a variety of public health-related issues at the site of the incident (e.g., infection prevention and control, environmental hazards, water safety, food safety, air quality, vector control needs) as applicable.
2. Conduct inspections of reception centers prior to and during an emergency to identify and manage potential health hazards with respect to food, water, air quality, infection prevention and control, sanitation, accommodation standards for emergency lodging and environmental hazards.
3. Liaise with the health care sector and other agencies (e.g., Ministry of the Environment and Climate Change, Ministry of Health, Public Health Ontario) on public health issues related to the evacuation.
4. Assist in the identification of populations at risk from incident specific hazards.
5. Assist in the identification of area to be evacuated where applicable to public health (e.g., community exposure to chemical or biological agent).
6. Provide public health inspection services on site at reception centres to ensure a safe environment.
7. Collaborate with Regional communication partners to disseminate timely and accurate health-related information to increase public awareness and communicate with the public on risk and appropriate health measures.

8. Provide Public Health services in accordance with Annex 8 of the York Region Emergency Management Plan.
9. Attend Departmental Emergency Operation Centre (DEOC) business cycle meetings.

Community and Health Services - Emergency Social Services (ESS)

1. Review the scope of the emergency and in consultation with the Incident Commander, determine the resources needed to best provide ESS to evacuees based on the:
 - a. Size of the population affected.
 - b. Demographics of the affected population—including multicultural and functional needs.
 - c. Projected duration of need for services.
 - d. Availability of facilities from which services will be provided (Reception Centres).
 - e. Availability of local resources to respond as determined by the Municipal EOC and the extent of the damage caused.
 - f. Purported risk to health as determined by the Incident Command and/or the REOC.
2. Provide coordination and delivery of emergency social services in York Region in collaboration with internal and external organizations in accordance with Annex 7 of the York Region Emergency Management Plan.
3. Provide emergency social services, including opening and operating temporary and/or long-term Reception Centres, in accordance with Annex 7 of the York Region Emergency Management Plan.

Evacuation Checklist

Site Level (First Responders)

- Ensure agencies that will be involved are consulted prior to evacuation
- Establish Unified Command
- Determine evacuation area
- Establish a perimeter to exclude people from entering the evacuation area – indicate perimeter on map
- Establish an evacuation staging area (for transportation pick-up)
- Communicate evacuation plan decisions to EOC (boundaries and evacuation routes)
- Follow Notification Flowchart

- Distribute evacuation media releases
- Determine method of public notification. (e.g., door-to-door canvassing, Police PA, community alerting)
- Continue to monitor the situation and re-evaluate the need to evacuate, keeping all field units up to date regarding changes
- Provide advice and information on any special precautions that should be taken during and after the event
- Determine the number of people needing transportation and advise EOC
- Determine actions required to establish access control

Agency in charge _____

Resources assigned

- Police
- Fire
- Paramedic Services
- Transit
- Other _____
- Determine any specialized resources required

Agency in charge _____

Resources assigned

- HazMat Teams (special equipment needed)
- Fire Department (level of Personal Protective Equipment (PPE) needed)
- Decontamination (set up area)
- Ambulance Service (triage and treatment area)
- Other _____

Site Support Level – Emergency Operations Centre

- Activate Emergency Operation Centre
- Determine appropriate sections to activate (ex. Logistics, Planning, Finance)
- Receive evacuation boundaries and determine population impacted
- Track numbers of evacuees and any reported fatalities or injuries

- Keep all field units updated regarding changes
- Provide additional resources to site as required. (e.g., transportation resources)
- Document the decision process
- Notify local elected officials and the Provincial Emergency Operations Centre and appropriate provincial ministries
- Ensure Public Information Officer has support and back-up
- Track all costs related to the incident
- Establish and announce a telephone number for persons to call for information on the incident
- Establish and announce a telephone number for evacuees to call for progress reports and re-entry times
- Prepare and distribute incident information for persons in the affected area
- Assemble and brief a standby force of personnel to assist with evacuation and EOC operations if the need arises
- Establish structure to announce public information to the community
- Provide advice and information on any special precautions that should be taken during and after the event
- Provide situational awareness information to Provincial Regional Emergency Operations Centre
- Consider resources needed to conduct Emergency Evacuation Operations and advise potential mutual aid agencies

Emergency Social Services

- Address the needs of emergency food, clothing, lodging, personal services, registration and inquiry and Reception Centres in collaboration with community agencies, local municipality, and regional Departments
- Consult with local municipality regarding established Reception Centre locations, number of people who will need to be assisted and for what length of time in collaboration with EOC
- Establish appropriate facility for reception centre outside of any potential risk area
- Activate local ESS to set up needed reception centres and group lodging facilities
- Consider the ESS needs for persons with disabilities
- Consider language needs at reception centres
- Consider the potential needs for domestic animals that arrive at reception centres with families and alert pet care providers

- Collaborate with York Regional Police, Public Health, and Geomatics to identify facilities and homes where transportation assistance may be required
- Collaborate with York Regional Police, Public Health, York Region transit (YRT/Viva) and Paramedic Services to triage and address transportation needs of evacuees
- Keep evacuees at the reception centres and group lodging facilities informed of incident progress and projected return times
- Establish a telephone number for persons to call for information regarding friends and family for family reunification
- Communicate reception centre information, family reunification number and other emergency social services information to the Public Information Officer and Site Command for announcement and distribution

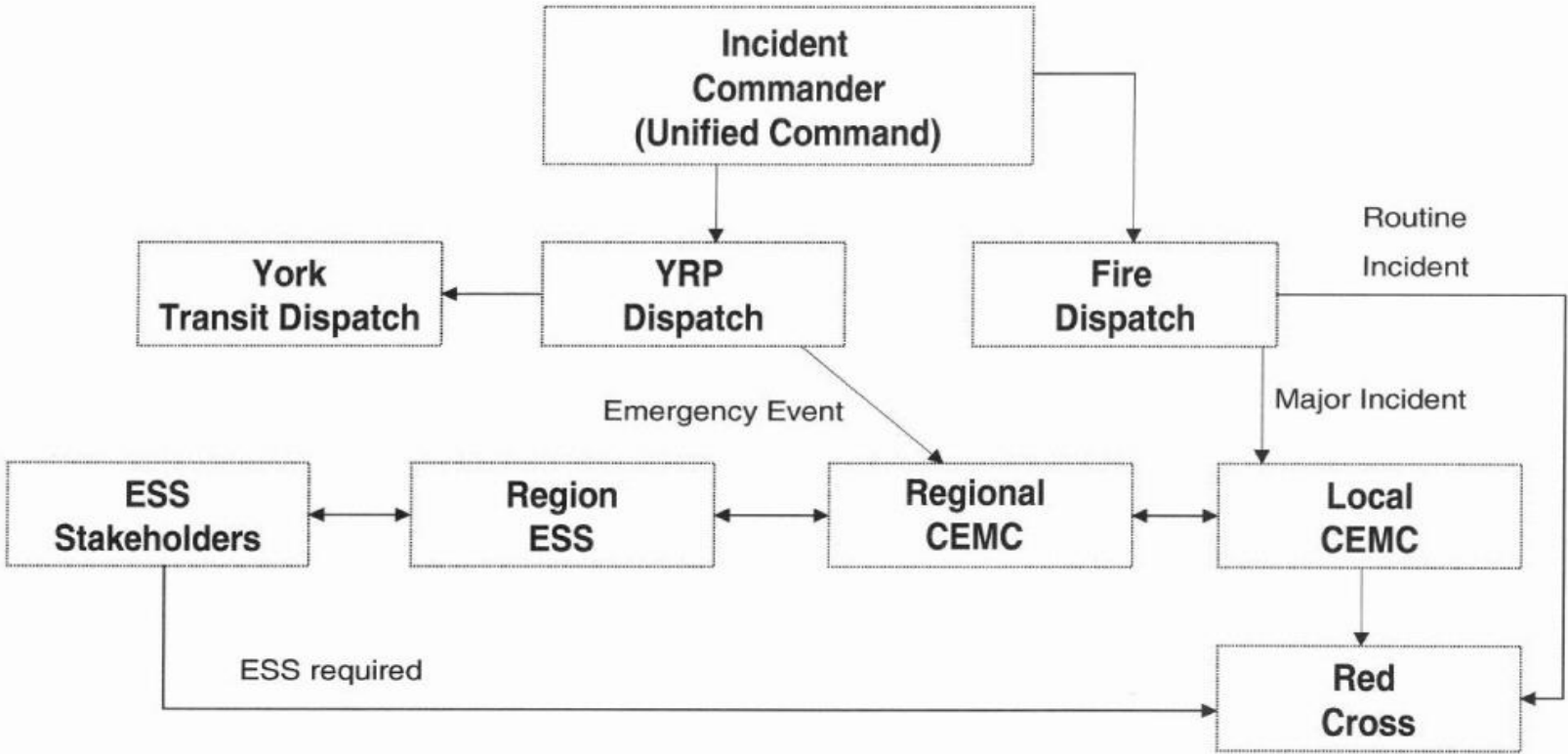
Return to home and re-entry

- Decide on allowing the return into evacuated area in consultation with all relevant parties (police, fire, public health, utilities, building Departments)

Post Event Follow-Up

- Schedule a debriefing with all parties to evaluate the evacuation plan
- Make suggested changes in this procedure to the CEMC

EVACUATION NOTIFICATION FLOW CHART





ANNEX 14

Crisis Communications



Annex 14: Crisis Communications

Purpose

The Crisis Communications Plan (eDOCS# 8960041) is a private document, maintained by York Region Corporate Communications. The purpose of the plan is to ensure timely, consistent, and reliable information during an emergency by providing an overview of how crisis communications will be managed. The Plan includes draft messaging and templates designed to communicate quickly and effectively to York Region staff and residents during emergencies.

Scope

A key goal of effective crisis communications is to encourage coordination of messaging between all Departments and impacted local municipalities. Like most organizations, York Region is highly dependent on technology to ensure that communications are coordinated and widely distributed.

Authority/Policy

The York Region Emergency Management Plan outlines the role of the Public Information Officer (PIO) within the incident management system (IMS). In this capacity, the Director of Communications (who is assigned the role of PIO) is authorized to speak on behalf of the municipality during an emergency. All York Region messaging shall be coordinated through the PIO.

Concept of Operations

The Plan outlines the following main tasks to ensure effective crisis communications:

1. Develop the communications action plan and key messages.
2. Ensure coordination of messaging with other organizations.
3. Confirm approval process for communication materials.
4. Activate media and social media monitoring.
5. Identify and prepare spokespeople.

Communications should embody the York Region values of integrity, commitment, accountability, respect, and excellence. In general, crisis communications will follow the format: We know. We Care. We Do. Statements should be drafted using concerned, calm and responsible language. Additionally, consider the following:

Internal Communications

Keeping employees, volunteers and other internal stakeholders informed about the emergency event is an important part of the overall communications plan. Maintaining internal communications can help to address staff concerns and plan for potential disruptions to service. There are many formal and informal channels where information is exchanged. These may include:

- Email
- MyPortal (York Beat)
- Telephone/text
- Bulletin boards
- Face-to-face
- Public Address (PA) System
- RAVE/Enterprise Notification System (CHS)
- York Region Staff Emergency Hotline

External Communications

The Plan outlines guidelines, key messages and tactics for communicating with York Region residents and other external stakeholders. Some communication tactics include:

- Access York
- York Region's corporate website - York.ca
- Social media
- Media

Organization

In keeping with IMS, all crisis communications will be managed through the Public Information Officer who is part of the Command Team in the Regional Emergency Operations Centre (REOC).

Responsibilities

With the support of the Access York/York Region Transit Call Centre and the lead Departments who provide subject matter expertise, it is the responsibility of the EIO to support the creation and dissemination of accurate and timely information to the Regional staff, the public, the media and other stakeholders.



ANNEX 15

Recovery Phase



Annex 15: Recovery Phase

Introduction

Recovery is the final phase of resolving an emergency and building back better to increase resiliency to future disasters. The recovery phase involves the clean-up, rebuilding, and resolution of administrative concerns resulting from an emergency. The process of moving from emergency response to recovery takes the cooperation of several York Region Departments, levels of government, businesses, and community members.

While recovery is a distinct phase in the emergency management process, recovery actions begin during the response phase. Recovery planning will begin to take place as a function of the planning section. As response resources are demobilized, resources can be reassigned to serve recovery focused functions. Eventually, the recovery expands to become the main focus of the Regional Emergency Operations Centre (REOC) and emergency management structure.

Purpose

The purpose of the York Region Recovery annex is to:

- Facilitate the transition from response to recovery
- Describe how recovery will be coordinated
- Outline potential priorities during the recovery effort
- Outline the role York Region plays in recovery efforts
- Identify stakeholders (internal and external) who may be included in the recovery effort
- Provide guidance on a after action review to improve future emergency responses

York Region's Role in Recovery

During the recovery phase, York Region will prioritize the prompt, safe and coordinated resumption of any critical, high-priority services delivered by the Region, while supporting local municipalities to 'build back better.'

Resumption of York Region Services

During the recovery phase, York Region Departments will use their business continuity plans to inform and support the resumption of time-critical, high-priority business functions and services. There may be less time-critical business functions and services that do not

need to be recovered as quickly in an emergency or disaster. Business functions and services that were temporarily ceased and/or reduced to support the response may be resumed during the recovery phase.

Role of the REOC Management Team in Setting Recovery Priorities and Objectives

The REOC Management Team is responsible for establishing strategic recovery objectives and priorities to be implemented through the REOC. The REOC Management Team may be assisted in this task by the Recovery Unit of the Planning Section if activated. This includes establishing short- and long-term recovery goals and identifying anticipated milestones while managing expectations of York Region staff and residents.

Upon demobilization of the REOC, the Regional Emergency Control Group (RECG) will assume oversight of any ongoing recovery activities until such a time as recovery activities are re-assigned as appropriate to the relevant York Region Departments. The following table provides examples of recovery phase objectives.

Examples of Recovery Phase Objectives¹

Recovery Objective	Examples
Resumption of York Region services	<ul style="list-style-type: none"> • Resume any business functions that have been temporarily reduced or ceased
Support local municipalities in recovery efforts	<ul style="list-style-type: none"> • Support local municipal recovery planning • Support applications for financial recovery assistance • Amplify communications to the public • Present community surveillance and reporting of health (incidence of illness, disease, mortality) and well-being indicators that indicate improvement in trends from a recovery standpoint
Support vulnerable communities to recover	<ul style="list-style-type: none"> • Leverage social service supports and partnerships • Coordinate with partner NGOs • Provide Emergency Social Services supports • Ensure availability of supports outlined under the <i>Accessibility for Ontarians with Disabilities Act</i>
Support debris management	<ul style="list-style-type: none"> • Manage debris on York Region roads and properties • Support disposal of debris collected by municipalities

¹ This is not an exhaustive list of all possible examples and there may be additional objectives required which are emergency/disaster dependent
2025 Emergency Management Plan

Coordinate organizational recovery (York Region)	<ul style="list-style-type: none"> • Initiate cost recovery through insurance claims and government funding • Improve and support employee resilience through human resources and psychosocial services • Ensure continued delivery of York Region’s high-priority, time-critical business functions and services
Complete damage assessments of all impacted York Region owned and operated critical infrastructure	<ul style="list-style-type: none"> • Assess the safety of York Region roads and York Region operated facilities for employees and the public • Reconcile finances for reimbursement
Support clear communications about York Region recovery efforts	<ul style="list-style-type: none"> • Set internal and external expectations for the recovery period • Inform York Region employees and Council using internal channels • Coordinate communications with key external partners/stakeholders
Support local economic and cost recovery	<ul style="list-style-type: none"> • Support and advocate for local businesses impacted by disasters
Document recovery efforts and related outcomes and processes	<ul style="list-style-type: none"> • Record decisions and actions undertaken during response and recovery efforts • Track resources and finances
Build back better in all recovery aspects to prevent future incidents from impacting the community less profoundly	<ul style="list-style-type: none"> • Support after action reviews to improve future emergency responses • Identify any efficiencies or lessons learned during the event to improve customer experience during future events • Repair and rebuild damaged infrastructure and York Region property to withstand future events • Review and revise internal policies, processes, programs as appropriate and informed by after action reviews
Ensure effective demobilization of support structures	<ul style="list-style-type: none"> • Demobilize resources which are no longer necessary for the recovery effort

Stakeholder Involvement

Stakeholders, including community members, local non-governmental organizations, local businesses, utility owners and/or operators, can provide invaluable support during the recovery phase. Community partners can help prioritize needs in the community, verify information and support recovery efforts. York Region maintains extensive networks with community partners and may help (at the request of municipalities) leverage existing coordination mechanisms to mobilize resources.

The following table outlines how stakeholders can support the recovery process.

Community Members	Non-Government Organizations	Local Businesses	Utility Companies
<ul style="list-style-type: none"> • Participate in needs assessments • Lead grassroots community efforts to recover from incidents • Support local businesses financially as customers • Support other community members socially and materially through support networks and aid initiatives like food drives • Help identify areas of vulnerability that can be addressed to build more resilient communities 	<ul style="list-style-type: none"> • Provide additional support resources such as trained volunteers, physical resources, and sustained support for communities • Coordinate donations and community volunteers • Participate in needs assessments 	<ul style="list-style-type: none"> • Provide critical goods and services to the communities they operate within. During recovery these businesses can support communities by continuing to operate throughout the recovery effort • Work with the York Region economic development team to give feedback on their needs and how these needs can be met • Establish safe operating procedures for staff 	<ul style="list-style-type: none"> • Work to repair damaged utility infrastructure • Assess the damage caused by an incident and determine how it can be prevented or mitigated in the future • Make changes to utilities infrastructure so the risk of future damage is reduced

After Action Review Process

After action reporting is the process of reviewing actions taken in an emergency response to evaluate the effectiveness of the response and determine what can be done better in the future.

The York Region Advanced Planning unit initiates plans for after action reporting. The unit will facilitate discussions with the REOC Director and/or the RECG or Emergency Management Program Committee to identify the scope of any after action inquiry, debriefing mechanisms (such as hot washes, surveys and other debriefs) and the role of a response evaluator. The Emergency Management Program Committee will review recommendations and assign remediation actions, as appropriate.

Accessible formats or communication supports available upon request

Contact: emergency.management@york.ca

Tel: (905) 830-4444 Extension 71219

Report of the Commissioner of Finance
2026 Budget Direction

1. Recommendations

1. Council endorse the proposed timelines for the development and targeted approval of the 2026 Budget, as outlined in Table 2.
2. Council reaffirm the 2026 tax levy increase target of 3.22% and the Rapid Transit / Infrastructure Levy equivalent to a 1% tax levy increase consistent with the endorsed outlook in the 2025-2026 multi-year budget.

2. Purpose

To support development of the Region's 2026 Budget, this report seeks Council endorsement of proposed budget timelines and reaffirmation of the 2026 outlook included as part of 2025 Budget.

Key Points:

- With Council reaffirmation, the 2026 Budget will be developed based on the outlook endorsed as part of the 2025 Budget
- The 2026 outlook reflects key initiatives approved as part of the 2025 budget, including increased funding to support community safety, infrastructure investments to support growth in communities and ensuring resources are in place to keep people, goods and information moving
- The 2026 Budget is proposed to be tabled with Council in October 2025, with consideration and targeted approval by the end of November 2025

- Program or service areas with governing boards would be requested to finalize their budgets by end of September to meet the proposed timeline for the Region's 2026 Budget
- Should Council members wish to discuss specific budget priority items for potential inclusion in the 2026 budget, they are encouraged to follow up with the Regional Chair and the CAO by May 30, to facilitate timely investigation of the feasibility of incorporating such requests within the endorsed budget outlook

3. Background

The 2026 Budget will be the final year of the 2023-2026 multi-year budget

The Region implemented multi-year budgeting in 2015, which includes an approved budget and annual outlooks aligning with the Council term. This approach enables better coordination of budgeting and strategic priorities, provides greater certainty for departments to manage expenditures, and supports long-term financial sustainability through the Fiscal Strategy.

On November 28, 2024, Council approved the third year of the 2023-2026 Multi-Year Budget and endorsed an outlook for 2026. The 2025 Budget included a tax levy increase after assessment growth of 3.55% and a 1% Rapid Transit / Infrastructure Levy. The outlook for 2026 includes a tax levy increase of 3.22% and a 1% Rapid Transit / Infrastructure Levy. With Council reaffirmation, this outlook would guide budget development.

The 2027-2030 Multi-Year Budget (including 2027 Budget and 2028-2030 outlook) would build on the 2026 budget and align with priorities in the next Strategic Plan. As in previous years, it would be presented for Council's consideration in early 2027 following the start of the next Council term.

York Region maintained a competitive tax levy position for 2025

York Region is committed to balancing financial sustainability with affordability for residents, ensuring services are maintained without placing undue burden on taxpayers. As shown in Figure 1, the Region's 2025 tax levy increase of 3.55% and a 1% Rapid Transit / Infrastructure Levy is the lowest across comparable municipalities. The Region's cumulative tax levy increase has also been competitive historically, as is shown in Figure 2, which shows the Region's cumulative tax levy increase of 23.62% over the past 7 years, the second lowest among its comparators.

Figure 1
York Region Annual Net Tax Levy Increase Compared to Other Regions
(2019-2025)

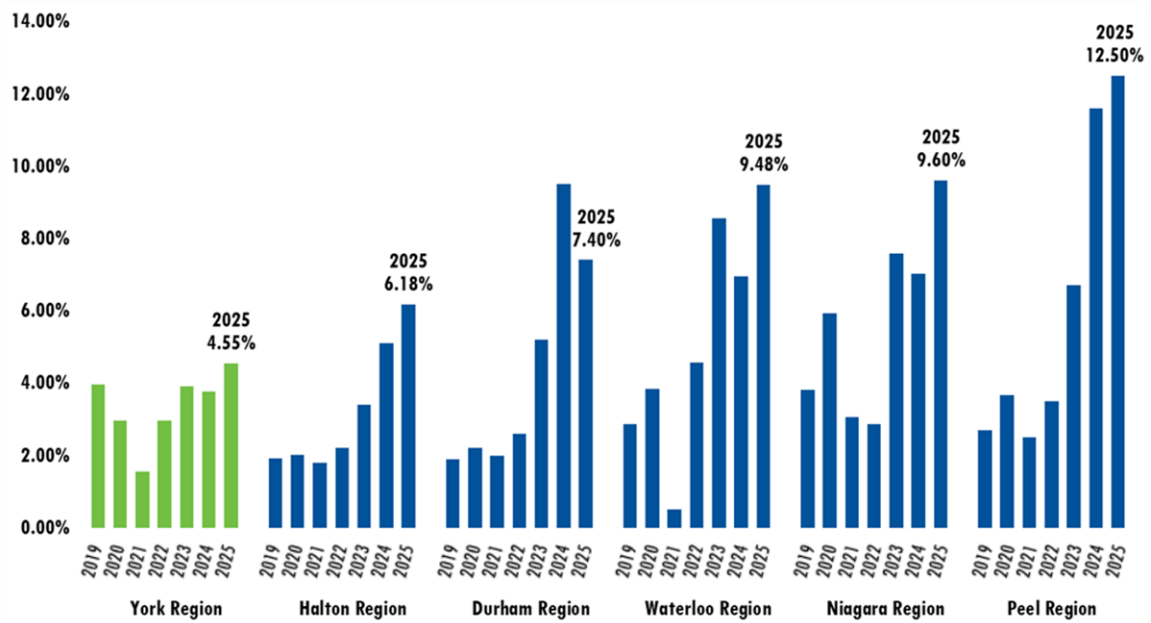
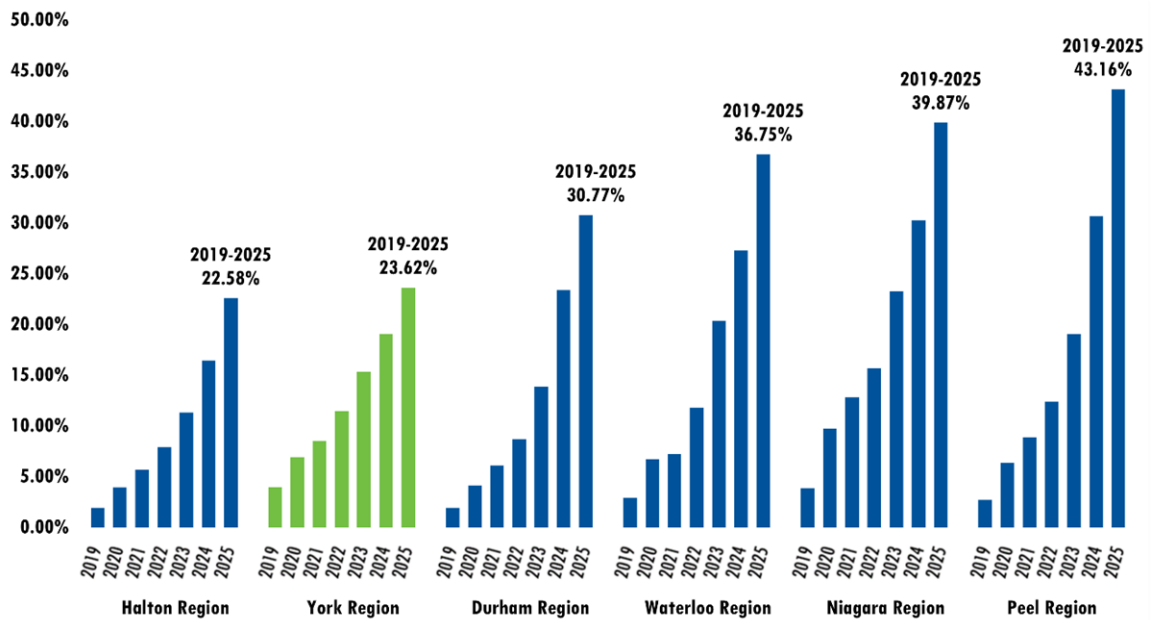


Figure 2
York Region Cumulative Net Tax Levy Increase Compared to Other Regions
(2019-2025)



Note: Figures are based on a review of publicly available budget materials (2020-2025)

The 2026 Budget would continue to focus on long-term financial sustainability

The Region's Fiscal Strategy, first adopted by Council for the 2014 Budget, would be updated and approved annually as part of the budget process. The Fiscal Strategy consists of three related elements: capital management, reserve management, and debt management, and would continue to be guided by the following key principles:

- Keeping growth affordable and existing infrastructure in a state of good repair
- Maintaining an AAA credit rating, the highest possible
- Having the fiscal flexibility to respond to evolving needs and economic changes
- Treating current and future tax and rate payers fairly by striving for intergenerational equity

The Fiscal Strategy would continue to focus on alignment of capital spending with expected timing of growth and would be informed by long-term asset management plans. It would also seek to make reserve contributions to meet the Region's growing asset management needs without issuing new tax levy or rate-supported debt.

Annual reserve contributions are generally set at the start of a multi-year budget cycle and monitored each year to align with long-term needs. In the first year of the next multi-year budget, reserve contributions would be reset to reflect the most current projections of growth-capital and asset management needs.

4. Analysis

Assessing pressures and risks helps identify potential budget impacts and mitigation strategies

Multi-year budgets are prepared based on forecasts and are expected to be adjusted annually to accommodate any new information, including emerging pressures, while remaining within the overall target endorsed by Council.

Reviewing potential pressures and risks would be a key part of developing the 2026 Budget. This would include reviewing assumptions in the 2025 Budget and outlook for economic variables, such as inflation and interest rates, reviewing the impact of renewed labour agreements and assessing these factors in determining the cost of programs and services. The status of senior government policies, funding, and impact on legislated and cost-shared programs would also be reviewed. In addition, assumptions regarding growth-related needs and associated impact on demand for programs and services would be examined.

Other emerging factors the Region may need to consider while the budget is being developed include impacts from the recent Provincial election and potential Federal election that could

result in revised mandates and associated municipal funding approaches, any pressures on capital and operating budgets due to increased US and Canadian tariffs, and potential implications from new border security measures on refugees and asylum seekers.

Opportunities for efficiencies are reviewed as part of the annual budget process

To help manage potential pressures and minimize impacts on programs and services, an important part of the annual budget process is the review of base budget items for potential efficiencies, service adjustments, and other cost-saving opportunities. This includes analysis of historical budget to actual results to ensure budget resources are allocated efficiently. For the 2026 Budget, these potential savings could help offset risks or pressures identified through budget development or provide sustainable funding for initiatives that include temporary funding sources, such as the Supporting Critical Social Infrastructure initiative. Consideration would also be given to the impact of pressures or savings opportunities on the next multi-year budget, as this would help determine whether these initiatives are sustainable in the future.

Table 1 shows the savings framework and approaches used in previous budgets which may be considered as part of 2026 budget development. The framework helps identify potential savings initiatives and key considerations, including program and service impacts, and risks.

Table 1
Framework to Assess Potential Savings

Efficiencies	Service Level Adjustments	Risk Tolerance and Other
Identify programs and services for efficiencies, and other cost-savings	Adjust programs and service levels to reduce costs	Review assumptions for potential risks and update expenditure and revenue forecasts as necessary

The 2025 10-year capital plan is the basis for developing the 2026 capital plan

The 2025 10-year capital plan, endorsed by Council on November 28, 2024, would serve as the basis for developing the 2026 10-year capital plan. Changes to the previously endorsed plan would include a new tenth year of 2035 and may also include cost revisions to reflect updated estimates for inflation, scope and timing changes to existing capital projects, and growth assumptions based on current market and economic conditions. Departments may also propose new capital projects to help achieve Council priorities.

As part of the 2025 10-year capital plan, departments identified priority infrastructure projects that could not be fully included within the capital plan, as they remain reliant on senior government funding commitments. These initiatives include the next phase of bus rapid transit construction and six community housing projects.

The 2026 Budget is anticipated to continue with an annual incremental 1% Rapid Transit / Infrastructure levy, available to fund priorities such as bus rapid transit and community housing investments, first implemented in 2022 and consistent with the outlook. The feasibility of incorporating additional infrastructure and priority projects into the capital plan, however, is subject to funding availability and the Region's fiscal capacity. This would be evaluated as part of the development of the 2026 Fiscal Strategy and Long-Term Debt Management plan.

Through the 2026 Budget, Council would be asked to approve 2026 single-year capital expenditures and multi-year Capital Spending Authority, including associated funding sources. Capital Spending Authority is the authority from Council to commit funding to capital projects with clear and certain multi-year commitments. Council would also be asked to endorse the remaining nine years of the proposed 10-year capital plan.

Development charges reductions from existing discounts and exemptions are planned to be accommodated within the outlook while the Region continues to advocate for increased Provincial funding

As outlined in the Fiscal Strategy and Long-Term Financial Planning chapter of the 2025-2026 Budget Book, operating surplus will be used to fund development charge reductions resulting from Bill 23 and other existing legislated or Council directed discounts/exemptions. Where forecasted or actual surpluses are insufficient, funds would be drawn from the Debt Avoidance Reserve for tax levy-related service areas and the Water and Wastewater Rate Stabilization Reserves for user rate-related service areas. To help address the estimated \$279 million reduction in development charges collections over the next ten years, due to recent amendments to *Development Charges Act, 1997*, the Region has continued to advocate for Provincial funding including through Provincial budget consultations in [2024](#) and [2025](#), and the [response](#) to Bill 185, *Cutting Red Tape to Build More Homes Act, 2024*.

The 2026 Budget is proposed to be tabled in October 2025 and considered for approval in November 2025

The 2026 Budget is proposed to be tabled with Council in October 2025, with review and deliberations of departmental budgets taking place at the November Committee of the Whole meeting. Pending potential changes, final budget approval by Council is anticipated at the November Council meeting.

Development of the 2026 Budget would include several meetings of the Budget Leadership Team, comprised of senior staff from Regional departments and boards to shape budget development and track progress. The Regional Chair and the CAO would review the draft budget prior to tabling with Council in October 2025. Table 2 summarizes key dates in the proposed 2026 Budget process.

Table 2
Proposed 2026 Budget Timeline

Key Activities/ Milestones	Date
Consideration of Budget Directions Report by Committee of the Whole	March 6, 2025
Development of departmental budget submissions	April – June/July 2025
Date requested for Council members to identify any specific priority items to Regional Chair & CAO for potential inclusion in 2026 budget	Friday, May 30, 2025
Review of departmental budget submissions by senior management and development of recommendations to Council	July – September 2025
Review/approval of budgets for York Regional Police, York Region Rapid Transit Corporation, Housing York Inc., and YorkNet by respective boards	By end of September 2025
Budget Tabling with Council	October 2025
Review and deliberations of departmental budgets by Committee of the Whole	November 2025
Targeted Budget approval by Council	November 2025

Program or service areas with governing boards (York Regional Police, York Region Rapid Transit Corporation, Housing York Inc. and YorkNet) would be requested to finalize their budgets by end of September 2025 to meet the proposed timeline for the Region’s 2026 Budget, including review and approval for consolidation as part of the Region’s budget.

Council members are encouraged to discuss any specific priority items for potential inclusion in the 2026 budget with the Regional Chair and the CAO by May 30. This allows timely consideration of the feasibility of incorporating such requests within the 2026 budget.

The Multi-year Budget process supports the 2023 to 2027 Strategic Plan

The 2023 to 2027 Strategic Plan guides the multi-year business planning and budgeting process. Priorities outlined in the Strategic Plan would be reflected in the 2026 and future Regional budgets. Anchoring the Strategic Plan in core services ensures the Region continues to meet its legislative obligations while remaining flexible and responsive to the changing needs of our residents. Next year’s Progress Report demonstrating 2025 results on performance measures would reflect York Region’s ability to achieve the 2023 to 2027 Strategic Plan objectives.

5. Financial Considerations

While this report does not have a financial component or immediate financial implications, the directions outlined within would inform development of the 2026 Budget. The Budget establishes expenditures and funding for Regional services.

6. Local Impact

The 2026 Budget would fund services and capital infrastructure for residents and businesses in all local municipalities within York Region. Certainty, transparency, and discipline in the budget process would help local municipalities with their budget planning.

7. Conclusion

This report seeks Council endorsement of the proposed timelines for development and approval of the 2026 Budget and a target tax levy increase of 3.22% and a Rapid Transit / Infrastructure Levy equivalent to a 1% tax levy increase.

Staff propose to table the 2026 Budget with Council in October 2025, with consideration of approval in November 2025.

For more information on this report, please contact Joe Iannace, Acting Director, Office of the Budget, at 1-877-464-9675 ext. 71631. Accessible formats or communication supports are available upon request.

Recommended by:



Laura Mirabella

Commissioner of Finance and Regional Treasurer



Approved for Submission:

Erin Mahoney

Chief Administrative Officer

February 18, 2025
16520164



Report of the Commissioner of Finance

Contract Awards and Amendments Requiring Council Approval for March 2025

1. Recommendation

1. Council approve the new non-standard procurements, extensions, and increases described in Appendix A and Private Attachment
2. Council authorize the Signing Authorities in Table 6 of this report to execute the related contracts and instruments for the purchases in Appendix A and Private Attachment 1.

2. Purpose

Pursuant to Section 18 of [Procurement Bylaw 2021-103](#) (Bylaw), this consolidated corporate-wide report seeks Council approval to authorize new non-standard procurements, extensions, and increases planned for execution over 2025 and 2026.

Key Points:

- This report consolidates 35 new non-standard purchases, extensions, and increases requested across four Regional departments, with a total value of \$35,599,329
- Procurement Office has validated all requests within this report to ensure they meet the criteria to be procured as non-standard procurements, extensions, renewals, and increases
- All requests have been validated by Commissioners/Department Heads to ensure alignment with departmental business and budget objectives
- Legal Services has confirmed the specific circumstances outlined in this report where non-standard procurements are permissible under the applicable procurement trade treaties
- Private Attachment 1 will be considered in private session as the items relate to the security of Regional property, pursuant to Section 239(2)(a) of the *Municipal Act, 2001*

3. Background

The Bylaw specifies that non-standard procurement activities require Council approval

A non-standard procurement is the procurement of deliverables using a method other than the one normally required for the type and value of the deliverables.

Pursuant to Section 18 of the Bylaw, the following circumstances require Council approval prior to authorization:

- Where the term of a proposed term contract is for a period greater than five years, or where extension or renewal of a contract would result in an aggregate term of greater than five years (Section 18.1(c))
- Where a term contract does not provide for a renewal option, or all renewal options have been exercised (Section 18.1(d))
- Where the total cost of a non-standard procurement exceeds \$500,000 (Section 18.1(e))

A new stream, Stream 5: Scope Change/Additional Deliverables, has been introduced into this report to support procurement planning and reduce ad hoc reports to Council

The purchase of scope change/additional deliverables are subject to Council approval where:

- The total cost of the additional deliverables exceeds twenty percent (20%) of the total cost of the contract at the time of award (Section 21.3(a))

Historically, these requests have been authorized through stand-alone reports to Council or jointly authorized by the Regional Chair and Chief Administrative Officer as permitted through Section 21.7 of the Bylaw. The inclusion of such purchases in this report supports departmental procurement planning and reduces the need for ad hoc reports to Council.

When an urgent scope change/additional deliverables request requiring Council approval arises between reports, departments may request the joint authorization of the Regional Chair and Chief Administrative Officer, per section Section 21.7 of the Bylaw. These activities would then be reported to Council through the quarterly Contract Awards memorandum.

This report provides a consolidated approach to approval of non-standard procurements by Council

The Contract Awards and Amendments Requiring Council Approval report was first submitted to Council in November 2020 and has been submitted three times a year since 2021 to reduce the number of ad hoc reports to Council.

This report format facilitates a consistent, coordinated, and compliance-focused approach to approving non-standard procurements. It ensures regular reporting, greater transparency and visibility, compliance and oversight with the Bylaw and related policies, and improved departmental procurement planning.

As part of annual departmental procurement needs planning, departments are encouraged to review their need for non-standard procurements and are required to submit requests to this report in advance of contract expiry. In 2025, this report will be submitted to Council in March, June, and October.

When an urgent non-standard request requiring Council approval arises between reports, departments have several options to address urgent business needs. These options include:

1. Seeking approval through a stand-alone report to Council (any time of the year)
2. Working with the Procurement Office to determine if a discretionary short-term extension (up to six months) can be granted to tide the contract over to the next submission of this report (any time of the year)
3. Seeking approval through the Regional Chair and Chief Administrative Officer to award additional deliverables, per Section 21.7 of the Bylaw (any time of the year; Stream 5 only)
4. Seeking approval by CAO and Treasurer under delegated authority through Council Recess Bylaw 2023-32 (during Council Recess only)

4. Analysis

Requests within this report align with domestic and international trade treaty requirements for non-standard procurements

In specific circumstances, domestic and international trade treaties permit using non-standard procurement methods, including purchasing directly without competition.

Requests within this report align with permissible reasonings for non-standard procurements, as prescribed by applicable trade treaties, including but not limited to the following circumstances:

- Where deliverables can only be supplied by a particular supplier, as no reasonable alternative or substitute exists due to compatibility with existing deliverables
- Where existing deliverables must be maintained by the manufacturer or their representative(s) for warranty purposes
- Where a change of supplier cannot be made for economic or technical reasons, as changing the supplier would cause significant inconvenience or substantial duplication of costs, including scenarios where changing the supplier would result in new requirements for interchangeability or interoperability with existing equipment, software, services, or installations procured under the initial procurement

Value-for-money analyses ensure best value for the Region

Where non-standard procurements are used, staff conduct value-for-money exercises to ensure these methods represent best value for the Region. Staff are encouraged to test and research the market before the completion of a contract term to ensure up-to-date awareness and understanding

of prices for the required deliverables. Staff can also conduct Requests for Information or Expressions of Interest to gather additional information from potential suppliers for the required deliverables.

Where contract extensions are negotiated, the cost is validated to align with departmental budgets, market prices, and inflation values.

5. Financial Considerations

Departmental budgets include funding for these requests and factor in annual cost adjustments and forecasted changes in user, business, and operational requirements

This report identifies potential financial implications beyond the current budget year that are reflected in the budget outlook. As part of the intake process for this report, departments attest that sufficient funds exist within their current year budgets, can be accommodated in their endorsed budget outlook and will be requested to be confirmed by Council through future budgets. Where Provincial or Federal funding is available to offset the requests in this report, departments are responsible for validating that these recoverables have been captured in the annual budget process.

Table 1 outlines the estimated cost to award or extend and increase the deliverables requested in this report.

Table 1
Overall Summary of Requests

Department and Type	Number of Requests	Value of Requests (\$)
Overall	35	35,599,329
Stream 1 - New direct purchases over \$500,000	4	18,058,543
Stream 2 - Extensions and increases resulting in a total contract term over five (5) years	15	7,012,355
Stream 3 - Extensions and increases for contracts that do not provide renewal options, or where all renewal options have been exercised	3	77,433
Stream 4 - Extensions and increases for existing non-standard procurements over \$100,000	5	1,059,758
Stream 5 - Scope Change/Additional Deliverables	8	9,391,239

Department and Type	Number of Requests	Value of Requests (\$)
Community and Health Services	7	4,883,782
Stream 1 - New direct purchases over \$500,000	1	688,545
Stream 2 - Extensions and increases resulting in a total contract term over five (5) years	5	4,045,237
Stream 4 - Extensions and increases for existing non-standard procurements over \$100,000	1	150,000
Corporate Services	11	18,840,551
Stream 1 - New direct purchases over \$500,000	1	15,000,000
Stream 2 - Extensions and increases resulting in a total contract term over five (5) years	5	1,913,118
Stream 3 - Extensions and increases for contracts that do not provide renewal options, or where all renewal options have been exercised	3	77,433
Stream 4 - Extensions and increases for existing non-standard procurements over \$100,000	1	175,000
Stream 5 - Scope Change/Additional Deliverables	1	1,675,000
Office of the Chief Administrative Officer	3	689,758
Stream 2 - Extensions and increases resulting in a total contract term over five (5) years	1	50,000
Stream 4 - Extensions and increases for existing non-standard procurements over \$100,000	2	639,758
Public Works	14	11,185,237
Stream 1 - New direct purchases over \$500,000	2	2,369,998
Stream 2 - Extensions and increases resulting in a total contract term over five (5) years	4	1,004,000
Stream 4 - Extensions and increases for existing non-standard procurements over \$100,000	1	95,000
Stream 5 - Scope Change/Additional Deliverables	7	7,716,239

Note: The "Value of Requests" may not sum to exact total due to rounding.

Fluctuations in departmental business needs drive variances in number of requests presented to Council across reports

This March 2025 report has 35 requests with a cumulative value of \$35,599,329 compared to the 32 requests in March 2024, which had a cumulative value of \$25,234,669.

As the procurement planning and forecasting process continues to be leveraged, it is anticipated that there may be fluctuations related to changing business needs over the standard Bylaw-prescribed five-year contract term.

Below are departmental requests at the branch level, along with a summary of required contract deliverables

Tables 2 through 5 present departmental requests at the branch level and summarize requested contracts required to enable delivery of Regional business objectives.

Full request details can be found in Appendix A and Private Attachment 1, where applicable.

**Table 2
Community and Health Services**

Branch	Number of Requests	Value of Requests (\$)
Paramedic and Seniors Services	3	1,579,134
Public Health	1	181,523
Social Services	3	3,123,125
TOTAL	7	4,883,782

Note: The “Value of Requests” may not sum to exact total due to rounding.

Requests from Community and Health Services relate to repair and maintenance services (including parts) for ambulance vehicles and paramedics, software licensing and associated maintenance services, clinical supervision, and specialized training services.

Table 3
Corporate Services

Branch	Number of Requests	Value of Requests (\$)
Data, Analytics and Visualization Services	3	662,118
Information Technology Services	4	16,426,000
Property Services	4	1,752,433
TOTAL	11	18,840,551

Note: The "Value of Requests" may not sum to exact total due to rounding.

Requests from Corporate Services relate to IT hosting and maintenance services, Wide Area Network services, software licensing and associated maintenance services, pest management services, grounds maintenance, and detailed design services for electrification infrastructure.

Table 4
Office of the Chief Administrative Officer

Branch	Number of Requests	Value of Requests (\$)
People, Equity and Culture	3	689,758
TOTAL	3	689,758

Note: The "Value of Requests" may not sum to exact total due to rounding.

The request from the Office of the Chief Administrative Officer relate to talent acquisition services, and software licensing and associated maintenance services.

Table 5
Public Works

Branch	Number of Requests	Value of Requests (\$)
Capital Delivery (TRN)	4	7,337,364
Digital and Process Transformation	8	1,808,625
Infrastructure Asset Management (WWW)	1	1,850,248
Roads and Traffic Operations	1	189,000
TOTAL	14	11,185,237

Note: The "Value of Requests" may not sum to exact total due to rounding.

Requests from Public Works relate to IT hosting and maintenance services, software licensing and associated maintenance services, web design services, environmental assessments and analyses, contract administration and site inspection services, culvert/intersection modifications and development, additional material testing, and consulting services for a joint water quality study.

6. Local Impact

Approval of the new non-standard procurements, extensions, and increases requested in this report allows the Region to continue to deliver services to residents.

7. Conclusion

Council authorization is requested to award new non-standard procurements, extensions, and increases, as per Appendix A and Private Attachment 1, where applicable.

Requests within the report are critical to ensure business continuity and a consistent and stable business environment, enabling delivery of Regional business objectives.

Further to this report’s second recommendation, Table 6 outlines the Signing Authority levels required to execute the non-standard procurements, extensions, and increases within this report once approved by Council.

Table 6
Signing Authority Required to Execute
Reported Procurement Requests Once Approved by Council

Total Contract Value*	Approval for Contract Execution
\$0 to \$15,000	Supervisor
Over \$15,000 to \$25,000	Manager
No limit	Commissioner/Department Head, or General Manager, or Director

*Total Contract Value refers to the sum of the “Previously Approved Contract Value” and “Requested Contract Value” of Appendix A and Private Attachment 1.

For more information on this report, please contact Fadi Samara, Director, Procurement Office at 1-877-464-9675 ext. 71650. Accessible formats or communication supports are available upon request.



Recommended by:

Laura Mirabella

Commissioner of Finance and Regional Treasurer



Approved for Submission:

Erin Mahoney

Chief Administrative Officer

February 18, 2025

16581121

Appendix A - Contract Awards and Amendments for Council Approval for March 2025

Private Attachment 1 - Contract Awards and Amendments for Council Approval for March 2025

(16581226)

CONTRACT AWARDS AND AMENDMENTS REQUIRING COUNCIL APPROVAL

March 2025

Submissions in this attachment are presented in descending order based on the requested contract value, by stream and department.

Table 1 - Community and Health Services

STREAM 1 - NEW DIRECT PURCHASES OVER \$500,000

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Paramedic and Seniors Services	Not applicable as this is a new direct purchase.		Three-years with one optional two-year extension term	\$ 688,545.20	\$ 688,545.20
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

STREAM 2 - EXTENSIONS AND INCREASES RESULTING IN A TOTAL CONTRACT TERM OVER FIVE (5) YEARS

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Social Services	This contract has been active as of 2018.	\$3,984,000.00	Five-years with one optional five-year extension term	\$ 2,888,000.00	\$ 6,872,000.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Paramedic and Seniors Services	This contract has been active as of 2016.	\$8,131,988.15	One-year	\$ 740,589.18	\$ 8,872,577.33
Supplier	Stryker Canada ULC					
Description	Supply and delivery of cardiac monitors, accessories, maintenance, and repairs. Cardiac monitors are a critical piece of equipment, required by all paramedic services in order to comply with Provincial legislation. Approval of this request is required for the Region to maintain accessories and maintenance of current regional assets during the transition period to next generation cardiac monitors with improved design, technology and features, as all frontline staff will require training prior to implementation in Paramedic Operations. These deliverables can only be procured directly from the identified supplier as no reasonable alternative or substitute exists due to compatibility with existing deliverables. The current contract term ends June 30, 2025.					
Branch	Social Services	This contract has been active as of 2018.	\$221,895.57	Five-years with one optional four-year extension term	\$ 211,125.00	\$ 433,020.57
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Public Health	This contract has been active as of 2021.	\$269,550.00	Two-years with two optional one-year extension terms	\$ 181,523.07	\$ 451,073.07
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Social Services	This contract has been active as of 2023.	\$11,340.00	Five-years	\$ 24,000.00	\$ 35,340.00
Supplier	Dr. Adriana Shnall					
Description	Provision of clinical supervision of the Integrated Support Program's Social Workers for up two hours per month. Clinical supervision will be provided to staff in a group setting through a virtual platform. Integrated Support Program Social Workers can also access one-to-one consultation if additional supports are required. Approval of this request is required for the Region to maintain clinical supervision of the Integrated Support Program's Social Workers to support the goal of preventing and reducing homelessness, as part of the commitment to the Provincial Homelessness Prevention Program and 2024 to 2027 York Region Homelessness Service System Plan. The deliverables ensure that the Integrated Support Program's social workers meet the clinical supervision requirements set by the Ontario College of Social Workers and Social Service Workers. These deliverables can only be procured directly from the identified supplier as no reasonable alternative or substitute exists due to compatibility with existing deliverables. The current contract term ends June 30, 2025.					

STREAM 4 - EXTENSIONS AND INCREASES FOR EXISTING NON-STANDARD PROCUREMENTS OVER \$100,000

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Paramedic and Seniors Services	This contract has been active as of 2024.	\$22,000.00	Three-years with two optional one-year extension terms	\$ 160,000.00	\$ 172,000.00
Supplier	Durham College of Applied Arts and Technology					
Description	Provision of point of care blood work testing interpretation training for devices such as the i-STAT blood analyzers currently used by Paramedic Services. Approval of this request is required for the Region to educate Paramedics Services staff on point of care blood work testing interpretation. This training enhances patient care delivery and outcomes, optimizes healthcare resources, and increases effective community engagement. These deliverables can only be procured from the identified supplier, as only one entity can reasonably provide the required deliverables due to exclusive rights regarding the deliverables or as no reasonable alternative exists. The current contract term ends January 31, 2025.					

Table 2 - Corporate Services

STREAM 1 - NEW DIRECT PURCHASES OVER \$500,000

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Information Technology Services	Not applicable as this is a new direct purchase.		Three-years	\$ 15,000,000.00	\$ 15,000,000.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

STREAM 2 - EXTENSIONS AND INCREASES RESULTING IN A TOTAL CONTRACT TERM OVER FIVE (5) YEARS

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Information Technology Services	This contract has been active as of 2014.	\$3,402,035.99	Four-years	\$ 920,000.00	\$ 4,322,035.99
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Information Technology Services	This contract has been active as of 2014.	\$2,895,579.73	Four-years	\$ 460,000.00	\$ 3,355,579.73
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Data, Analytics and Visualization Services	This contract has been active as of 2013.	\$610,620.62	Five-years	\$ 406,050.00	\$ 1,016,670.62
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Data, Analytics and Visualization Services	This contract has been active as of 2016.	\$112,248.00	Five-years	\$ 81,068.00	\$ 193,316.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Information Technology Services	This contract has been active as of 2014.	\$293,800.53	One-year	\$ 46,000.00	\$ 339,800.53
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

STREAM 3 - EXTENSIONS AND INCREASES FOR CONTRACTS THAT DO NOT PROVIDE RENEWAL OPTIONS, OR WHERE ALL RENEWAL OPTIONS HAVE BEEN EXERCISED

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Property Services	This contract has been active as of 2022.	\$196,900.00	Six-months	\$ 31,775.00	\$ 228,675.00
Supplier	GreenEarth Canada Contracting Ltd.					
Description	<p>Supply and delivery of year-round grounds maintenance for Spring, Summer, and Fall 2025 at the Newmarket Health Centre.</p> <p>Approval of this request is required for the Region to continue to receive these services and align with the transition of these services to another competitive procurement.</p> <p>This request does not fall within the reasonings for non-standard procurements, as prescribed by applicable trade treaties. However, the service cannot be transitioned before the contract expiration date. As such, a short-term non-standard extension and increase is required to meet critical business needs. This extension will ensure the provision of services until the complete transition of these services to another competitive procurement.</p> <p>The current contract term ends April 30, 2025.</p>					
Branch	Property Services	This contract has been active as of 2024.	\$66,910.26	Five-months	\$ 29,260.16	\$ 96,170.42
Supplier	Pesticon Pest Control Inc.					
Description	<p>Provision of pest management services at various Regional water and waste-water facilities.</p> <p>Approval of this request is required for the Region to continue to receive these services and align with the award of a new competitive procurement.</p> <p>This request does not fall within the reasonings for non-standard procurements, as prescribed by applicable trade treaties. However, the service cannot be competitively procured before the contract expiration date. As such, a short-term non-standard extension and increase is required to meet critical business needs. This extension will ensure the provision of services until the award of a competitive procurement, scheduled for date.</p> <p>The current contract term ends July 1, 2025.</p>					
Branch	Property Services	This contract has been active as of 2022.	\$167,074.29	Six-months	\$ 16,397.95	\$ 183,472.24
Supplier	GreenEarth Canada Contracting Ltd.					
Description	<p>Supply and delivery of year-round grounds maintenance for Spring, Summer, and Fall 2025 at the Maple Health Centre.</p> <p>Approval of this request is required for the Region to continue to receive these services and align with the transition of these services to another competitive procurement.</p> <p>This request does not fall within the reasonings for non-standard procurements, as prescribed by applicable trade treaties. However, the service cannot be transitioned before the contract expiration date. As such, a short-term non-standard extension and increase is required to meet critical business needs. This extension will ensure the provision of services until the complete transition of these services to another competitive procurement.</p> <p>The current contract term ends April 30, 2025.</p>					

STREAM 4 - EXTENSIONS AND INCREASES FOR EXISTING NON-STANDARD PROCUREMENTS OVER \$100,000

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Data, Analytics and Visualization Services	This contract has been active as of 2017.	\$344,037.31	Five-years	\$ 175,000.00	\$ 519,037.31
Supplier	See note in "Description" field					
Description	<p>Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.</p>					

STREAM 5 - SCOPE CHANGE/ADDITIONAL DELIVERABLES

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Property Services	This contract has been active as of 2019.	\$3,528,048.19	Two-years	\$ 1,675,000.00	\$ 5,203,048.19
Supplier	Stantec Consulting Ltd.					
Description	<p>Provision of prime consultant services to develop the design for the expansion of the YRT facility at 55 Orlando Avenue in the City of Richmond Hill.</p> <p>The additional deliverables required include detailed design services for electrification infrastructure to support the increased electric bus capacity at 55 Orlando Avenue. The design scope will encompass additional architectural, electrical, mechanical, structural, and civil components to ensure comprehensive and integrated project delivery.</p> <p>The additional deliverables are required to prevent interruption in service delivery and to avoid incurring extra costs.</p> <p>Approval of this request is required for the Region to support the Region's Transit Fleet Electrification project, the Region's strategic goals of sustainability, reducing greenhouse gas emissions, and transitioning to cleaner transportation solutions. The project is further strengthened by its eligibility under the Permanent Public Transit Program and the Zero Emission Transit Fund from Infrastructure Canada.</p> <p>The current contract term ends August 31, 2025.</p>					

Table 3 - Office of the Chief Administrative Officer

STREAM 2 - EXTENSIONS AND INCREASES RESULTING IN A TOTAL CONTRACT TERM OVER FIVE (5) YEARS

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	People, Equity and Culture	This contract has been active as of 2019.	\$26,050.00	Three-years with two optional one-year extension terms	\$ 50,000.00	\$ 76,050.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

STREAM 4 - EXTENSIONS AND INCREASES FOR EXISTING NON-STANDARD PROCUREMENTS OVER \$100,000

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	People, Equity and Culture	This contract has been active as of 2011.	\$578,991.19	Three-years with two optional one-year extension terms	\$ 555,862.04	\$ 1,134,853.23
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	People, Equity and Culture	This contract has been active as of 1996.	\$79,480.00	Five-years	\$ 83,896.00	\$ 163,376.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

Table 4 - Public Works

STREAM 1 - NEW DIRECT PURCHASES OVER \$500,000

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Digital and Process Transformation	Not applicable as this is a new direct purchase.		Five-years	\$ 519,750.00	\$ 519,750.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Infrastructure Asset Management (WWW)	Not applicable as this is a new direct purchase.		Three-years	\$ 1,850,248.00	\$ 1,850,248.00
Supplier	Stantec Consulting Ltd.					
Description	<p>Provision of consulting services for joint water quality study with the Town of East Gwillimbury.</p> <p>Approval of this request is required for the Region and the Town of East Gwillimbury jointly to optimize water quality and reduce the ongoing cost of flushing within the inter-connected drinking water system in collaboration with local municipal partners.</p> <p>These deliverables can only be procured directly from the identified supplier as no reasonable alternative or substitute exists due to an absence of competition for technical reasons. Currently, Stantec Consulting Ltd. is the only supplier capable of delivering the required consulting services that meet the technical requirements for the joint water quality study.</p>					

STREAM 2 - EXTENSIONS AND INCREASES RESULTING IN A TOTAL CONTRACT TERM OVER FIVE (5) YEARS

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Digital and Process Transformation	This contract has been active as of 2021.	\$518,799.62	Five-years	\$ 700,000.00	\$ 1,218,799.62
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Roads and Traffic Operations	This contract has been active as of 2014.	\$180,000.00	Five-years	\$ 189,000.00	\$ 369,000.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Digital and Process Transformation	This contract has been active as of 2020.	\$42,469.20	Five-years	\$ 65,000.00	\$ 107,469.20
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Digital and Process Transformation	This contract has been active as of 2023.	\$8,000.00	Five-years	\$ 50,000.00	\$ 58,000.00
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
STREAM 4 - EXTENSIONS AND INCREASES FOR EXISTING NON-STANDARD PROCUREMENTS OVER \$100,000						
Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Digital and Process Transformation	This contract has been active as of 2021.	\$44,720.47	Five-years	\$ 95,000.00	\$ 139,720.47
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
STREAM 5 - SCOPE CHANGE/ADDITIONAL DELIVERABLES						
Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Capital Delivery (TRN)	This contract has been active as of 2011.	\$5,302,275.00	Extend to December 31, 2030	\$ 5,846,098.80	\$ 11,148,373.80
Supplier	Parsons Inc.					
Description	<p>Provision of professional and technical services for detailed design services for road widening, structures and associated work on Bathurst Street, from north of Highway 7 to Major Mackenzie Drive in the City of Richmond Hill and City of Vaughan.</p> <p>The additional deliverables required include consultant services to provide contract administration and site inspection services during the construction phase of the road widening project.</p> <p>The additional deliverables are required to avoid incurring extra costs.</p> <p>Approval of this request is required for the Region to help mitigate potential construction cost increases and reduce risks to the Region and local municipalities.</p> <p>The current contract term end December 31, 2025.</p>					
Branch	Capital Delivery (TRN)	This contract has been active as of 2017.	\$1,352,985.00	Extend to December 31, 2027	\$ 932,686.26	\$ 2,285,671.26
Supplier	Stantec					
Description	<p>Supply of all labour, material, and equipment for detailed design and engineering services for Elgin Mills Road from Bathurst Street to Yonge Street in the City of Richmond Hill.</p> <p>The additional deliverables required include redesigning active transportation facilities to meet current standards, foundation and hydrogeological investigations and reporting, topographic survey update, excess soils compliance planning, design of watermain replacement, geotechnical pavement report update, fluvial geomorphology and meander belt analysis, and additional conduits and handwells for YorkNet.</p> <p>The additional deliverables are required to prevent interruption in service delivery.</p> <p>Approval of this request is required for the Region to retain the current consultant and ensure completion of detailed design in time for planned construction in 2027.</p> <p>The current contract term ends December 31, 2021.</p>					
Branch	Capital Delivery (TRN)	This contract has been active as of 2021.	\$1,330,361.79	Extend to December 31, 2027	\$ 533,579.12	\$ 1,863,940.91
Supplier	HDR Corporation					
Description	<p>Supply of all labour, material, and equipment for detailed design and engineering services for Highway 11 from Green Lane to Bradford Boundary in the Town of East Gwillimbury.</p> <p>The additional deliverables required include regulatory changes to excess soil management, assessment of alternatives for culvert work and changes to elevation, drainage modifications and construction of a new intersection related to development.</p> <p>The additional deliverables are required to prevent interruption in service delivery.</p> <p>Approval of this request is required for the Region to retain the current consultant and ensure completion of detailed design in time for planned construction in 2025.</p> <p>The current contract term ends April 29, 2026.</p>					

Request Overview		Previously Approved Contract Duration	Previously Approved Contract Value	Council Approval Required		Total Contract Value
				Requested Contract Term	Requested Contract Value	
Branch	Digital and Process Transformation	This contract has been active as of 2017.	\$184,752.58	No extension required	\$ 250,000.00	\$ 434,752.58
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Digital and Process Transformation	This contract has been active as of 2019.	\$165,854.84	No extension required	\$ 113,875.00	\$ 279,729.84
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					
Branch	Capital Delivery (TRN)	This contract has been active as of 2023.	\$44,600.00	No extension required	\$ 25,000.00	\$ 69,600.00
Supplier	Engtec Consulting Inc.					
Description	<p>Provision of material testing and evaluations services on King Road between Yonge Street and 200m west of Bond Crescent to support the King Road construction project in the City of Richmond Hill.</p> <p>The additional deliverables required include additional material testing required due to unforeseen ground conditions such as discovery of old 'corduroy' road material and peat.</p> <p>The additional deliverables are required to prevent interruption in service delivery.</p> <p>Approval of this request is required for the Region to ensure protection against construction deficiencies and to prevent disruption in ongoing quality assurance work.</p> <p>The current contract term ends December 31, 2025.</p>					
Branch	Digital and Process Transformation	This contract has been active as of 2014.	\$37,730.44	No extension required	\$ 15,000.00	\$ 52,730.44
Supplier	See note in "Description" field					
Description	Details on this item can be found in Private Attachment 1 of this report as it relates to the security of Regional property.					

Table 5 - Summary

COMMUNITY AND HEALTH SERVICES

Stream		Number of Requests	New Funds Requested
Stream 1	New direct purchases over \$500,000	1	\$ 688,545.20
Stream 2	Extensions and increases resulting in a total contract term over five (5) years	5	\$ 4,045,237.25
Stream 4	Extensions and increases for existing non-standard procurements over \$100,000	1	\$ 150,000.00
TOTAL		7	\$ 4,883,782.45

CORPORATE SERVICES

Stream		Number of Requests	New Funds Requested
Stream 1	New direct purchases over \$500,000	1	\$ 15,000,000.00
Stream 2	Extensions and increases resulting in a total contract term over five (5) years	5	\$ 1,913,118.00
Stream 3	Extensions and increases for contracts that do not provide renewal options, or where all renewal options have been exercised	3	\$ 77,433.11
Stream 4	Extensions and increases for existing non-standard procurements over \$100,000	1	\$ 175,000.00
Stream 5	Scope Change/Additional Deliverables	1	\$ 1,675,000.00
TOTAL		11	\$ 18,840,551.11

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Stream		Number of Requests	New Funds Requested
Stream 2	Extensions and increases resulting in a total contract term over five (5) years	1	\$ 50,000.00
Stream 4	Extensions and increases for existing non-standard procurements over \$100,000	2	\$ 639,758.04
TOTAL		3	\$ 689,758.04

PUBLIC WORKS			
Stream		Number of Requests	New Funds Requested
Stream 1	New direct purchases over \$500,000	2	\$ 2,369,998.00
Stream 2	Extensions and increases resulting in a total contract term over five (5) years	4	\$ 1,004,000.00
Stream 4	Extensions and increases for existing non-standard procurements over \$100,000	1	\$ 95,000.00
Stream 5	Scope Change/Additional Deliverables	7	\$ 7,716,239.18
TOTAL		14	\$ 11,185,237.18
ALL DEPARTMENTS TOTAL			
Stream		Number of Requests	New Funds Requested
Stream 1	New direct purchases over \$500,000	4	\$ 18,058,543.20
Stream 2	Extensions and increases resulting in a total contract term over five (5) years	15	\$ 7,012,355.25
Stream 3	Extensions and increases for contracts that do not provide renewal options, or where all renewal options have been exercised	3	\$ 77,433.11
Stream 4	Extensions and increases for existing non-standard procurements over \$100,000	5	\$ 1,059,758.04
Stream 5	Scope Change/Additional Deliverables	8	\$ 9,391,239.18
TOTAL		35	\$ 35,599,328.78
NOTE:			
The "Previously Approved Contract Value" column indicates the total contract value of the request at the time of the request's submission into this report.			
Total Contract Value = original contract value PLUS optional renewal terms PLUS permissible Scope (20%) and Contingency (15%) PLUS any additional Council and CAO/Chair approved increases PLUS Emergency purchases PLUS any Other approved increases.			
Even if funding remains on the Purchase Order, it effectively expires with the term of the original contract. Unspent budget will be used to pay for the partial cost of the request, once Council approval is obtained.			
The requested values within this report factor in annual cost adjustments and forecasted changes in user, business, and operational requirements.			
The required funding for these requests is included in the requesting department's 2024 budget and will be included in future budgets.			



Report of the Commissioner of Finance

Developer Financing for Expansion of the Nobleton Wastewater System

1. Recommendation

1. The Regional Chair and Regional Clerk be authorized to enter into a financing agreement with Star Westview Inc., Crisdan Holdings Inc., Nobleton 2715 Developments Limited, TG Nobleton GP Inc. and Prebrick System (BT) Corp. (the Nobleton Landowner Group) for the capital cost of expanding the Nobleton Wastewater Works, subject to the satisfaction of the Commissioner of Finance and Regional Treasurer and of the Regional Solicitor and General Counsel.
2. Staff be authorized to negotiate the principles of a Prepaid Development Charges (DC) Credit Agreement with the Nobleton Landowner Group.

2. Purpose

This report requests authorization to enter into a financing agreement with the Nobleton Landowner Group to advance financing for construction costs related to expansion of the Nobleton Wastewater Works (Works) and to negotiate the principles for a Prepaid Development Charges (DC) Credit Agreement.

Key Points:

- The Nobleton Landowner Group has requested that the Region advance construction of the Works under the same terms and conditions of the existing Environmental Assessment (EA) and Design Work Funding Agreements
- The Region will finance and construct the water works portion of the project

- The Region intends to include the total construction costs for the Works in its 2026 Nobleton Area-Specific DC Bylaw, expected to be tabled with Committee and Council during the first quarter of 2026
- The Nobleton Developer Group and Regional staff are in the process of finalizing the key principles of a Prepaid DC Credit Agreement for the Works, which will be brought forward in a future report to Council

3. Background

Construction of the existing Works was advanced through a Prepaid DC Credit Agreement in 2008

The Nobleton Community Plan covers approximately 1,450 hectares (3,583 acres) of land with a projected population of approximately 6,500 people. To achieve this projected population, it was necessary to build wastewater infrastructure including a water resource recovery facility.

As construction of the infrastructure was not included in the Region's 10-year capital plan, a landowner in the village requested that the construction of the required wastewater infrastructure be advanced through a [Prepaid DC Credit Agreement](#). As a result, the 2006 Nobleton Area-Specific DC Bylaw was put in place in the Village of Nobleton, to recover growth-related wastewater costs for this standalone infrastructure. A Prepaid DC Credit Agreement was subsequently executed in 2008 and the infrastructure was constructed.

Increased densities have resulted in a higher population target within the existing Nobleton urban boundary

On September 23, 2019, King Council adopted the Township of King Official Plan (2019) which was approved by the Region on September 24, 2020. The Plan revised the population target for the existing Urban Area Boundary of Nobleton to an anticipated total of 10,900 persons, if all lands designated for residential development and intensification were developed. The King Official Plan was appealed to the Ontario Land Tribunal. The appeal decision is pending, so the approval is not final yet. The revised population target was a result of higher-than-expected densities being achieved by developers within the existing village. Accordingly, Township Council requested that the Region undertake a Municipal Class EA to determine how to accommodate the proposed population increase.

The Environmental Assessment was completed in 2021, recommending expansion of the Works and associated infrastructure

In May 2017, an EA Funding Agreement for expansion of water and wastewater servicing in the Nobleton Urban Area was signed by the Region, Star Westview Inc. & Crisdan Holdings Inc. with \$2.5 million in securities provided to the Region.

The EA recommended water and wastewater servicing solutions to accommodate planned growth, including expanding capacity of the Works.

Upon completion of the EA, the Nobleton Landowner Group agreed to advance design of the recommended works. On April 26, 2022, the [agreement principles were approved](#) by Council for a total design work cost of approximately \$7.4 million. An additional \$4 million in equipment pre-purchase costs was required in advance of the construction, bringing the overall design cost to \$11.4 million (to date, the Nobleton Developer Group has provided \$13.9 million in securities). Design is currently progressing, with anticipated completion in the third quarter of 2025.

4. Analysis

The Nobleton Landowner Group has proposed to finance the cost of construction to advance timing of the Works

The Nobleton Landowner Group has financed the EA and design and is now requesting that construction of the Works be advanced to facilitate full buildout of their lands. The Nobleton Landowner Group have indicated that they are willing to enter into a Prepaid DC Credit Agreement with the Region to finance the Works' construction costs.

As the EA and design works were not originally included in the Region's capital plan and DC Bylaw, recovery of the EA and design costs is dependent on the Nobleton Landowner Group advancing expansion of the Works and all the works being included in the 2026 DC bylaw. The Nobleton Landowner Group have agreed to proceed with financing the construction works at their risk to accommodate the proposed population increase in the Village of Nobleton.

The Works will be included in the 2026 Nobleton Area-Specific DC Bylaw

The original wastewater works were included in the 2006 Nobleton Area-Specific DC Bylaw. In 2022 the EA and design for the expansion Works were included in the Regional DC Bylaw, at a cost of approximately \$22 million, and planned for 2033.

The Region-wide DC Bylaw is scheduled to be updated in 2026, simultaneously with the Nobleton Area-Specific DC Bylaw. It is intended that the total EA, design and construction costs for the Works be included in the 2026 Nobleton Area-Specific DC Bylaw and removed from the Region-wide DC Bylaw. Table 1 below outlines tentative timelines for the 2026 Area-Specific DC Bylaw.

Table 1
Tentative Timeline for 2026 Nobleton Area-Specific DC Bylaw

Deliverable	Tentative Timeline*
Draft 2026 Area-Specific DC Bylaw and Background Study made public	Q1 2026
2026 Area-Specific DC Bylaw and Background Study to Council for consideration of approval and comes in effect (by July 30, 2026)	Q2 2026**
Prepaid DC Credit Agreement to be executed	Q2 2026**

*Dates are tentative; subject to 2026 Committee and Council schedule and number of public meetings

**Subject to Council approval and determination of in-effect date

The Nobleton Landowner Group has agreed in principle to proceed with financing the Works

The Region is advancing significant water system improvements related to existing and future performance and will address the additional water capacity needs through this upgrade program. The Region will finance and construct the water works and the Nobleton Landowner Group have agreed to provide financing for construction of the Works to facilitate the buildout of their lands. To expedite the construction process, the Nobleton Landowner Group shall provide financing to tender and award the Works as necessary. As the Works are now being advanced, the costs for the EA and design will now be eligible for DC Credit once the bylaw is updated. The parties have decided to proceed with tendering and potentially awarding construction of the Works. A subsequent report will be brought to Council with principles of an agreement that includes tendered project costs, and how any future credits will be applied, once the 2026 Nobleton Area-Specific DC Bylaw is approved.

Current cost estimates related to the works can be seen in Table 2 below.

Table 2
Preliminary Construction Cost Estimates

Infrastructure	Construction Cost Estimate Range*
Janet Avenue Sewage Pumping Station	\$23.6M to \$32.0M
Nobleton Water Resource Recovery Facility	\$43.4M to \$57.3M
Nobleton Well 6 Construction	\$2.9M (completed)
Nobleton Well 2 Facility	\$5.2M to \$6.2M
New Iron / Manganese Treatment Facility	\$24.1M to \$29.2M
Well 2 Raw Watermain	\$1.6M to \$2.6M
Total	\$100.8M to \$130.2M

*Based on 30%, 60% or 90% design stage cost estimates as of February, 2025

Regional staff and the Nobleton Landowner Group have initiated discussions on the principles for construction of the Works

Staff are engaging in discussions with the Nobleton Landowner Group to establish key principles for financing and construction of the Works. It is recommended that staff be directed by Council to negotiate the terms of a Prepaid DC Credit Agreement with the Nobleton Landowner Group and confirm the key principles in a subsequent Council report. Following Council approval, an executable version of the agreement will be made available to the Nobleton Landowner Group.

5. Financial Considerations

This report does not present current or anticipated financial changes to the Region’s budget or fiscal position. The Nobleton Developer Group has indicated their intention to finance advanced construction of the Works.

6. Local Impact

Advancement of the construction for the Works supports the servicing and build-out of the Village of Nobleton. It is the Township of King’s responsibility for allocating the capacity.

7. Conclusion

This report requests authorization to proceed with construction of the Works and to negotiate principles for a Prepaid DC Credit Agreement with the Nobleton Developer Group to advance financing.

It is expected that the Works will be included in the 2026 Nobleton Area-Specific DC Bylaw.


For more information on this report, please contact David Cohen, Director (A), Treasury Office at 1-877-464-9675 ext. 71660. Accessible formats or communication supports are available upon request.

Recommended by:



Laura Mirabella

Commissioner of Finance and Regional Treasurer



Approved for Submission:

Erin Mahoney

Chief Administrative Officer

February 18, 2025
15763311



Report of the Commissioner of Corporate Services
**Compensation for Expropriation Northeast Vaughan Wastewater Servicing
Project, City of Vaughan**

1. Recommendation

Council approve the Commissioner of Corporate Services to make offers of compensation to owners of lands in the City of Vaughan, as set out in Appendix A, which were acquired in accordance with the *Expropriations Act* (the “Act”).

2. Purpose

This report seeks Council approval to serve offers of compensation under section 25 of the *Act* to the property owners whose lands have been expropriated for the Northeast Vaughan Wastewater Servicing Project in the City of Vaughan. The properties that are the subject of this report are within the City of Vaughan and shown on the map in Appendix A.

Private Attachment 1 will be considered in private session pursuant to section 239(2)(c) of the *Municipal Act*, 2001, because it relates to acquisition of lands by the Region.

Key Points:

- In May 2024, Council approved the commencement of the expropriation process for lands required for Northeast Vaughan Wastewater Servicing Project in the City of Vaughan
- Expropriation plans were registered on November 28, 2024, transferring ownership of expropriated lands to the Region
- Owners must be served with offers of compensation pursuant to section 25 of the *Act* prior to the Region taking possession of expropriated lands

3. Background

Municipal Class Environmental Assessment study identified the need for additional servicing capacity

In 2014, the Region completed a Municipal Class Environmental Assessment study for Northeast Vaughan Water and Wastewater Servicing Projects. The purpose of the Municipal Class Environmental Assessment was to build on the broad recommendations included in the Master Plan to identify preferred solutions to provide water and wastewater servicing and capacity for anticipated growth in northeast Vaughan to 2051.

Preliminary water and wastewater service areas were established by the Region to determine limits and sizing of municipal infrastructure to accommodate provincially approved growth.

The preferred solution identified a requirement for a new gravity trunk sewer network on the Keele Street right-of-way from south of Rutherford Road and east, crossing Langstaff Road to the south.

Privately owned lands are required to install the new gravity trunk sewer

Acquisition of temporary easements from six properties is necessary to accommodate installation of the new gravity trunk sewer. All requirements are in proximity of Langstaff Road at the south end of the project.

In [May 2024](#), Council authorized initiation of expropriation process for property required for the Northeast Vaughan Wastewater Servicing Project. There were no requests for a Hearing of Necessity from property owners. Following Council approval, a Notice of Application for Approval to Expropriate was served on property owners.

4. Analysis

Offers of compensation will be made in accordance with the *Expropriations Act*

Independent appraisers were commissioned to provide estimates of value to support offers of compensation.

Section 25 of the *Act* requires the Region to make two offers of compensation to an owner. First is an offer of full compensation for market value of the land expropriated and any damages for loss of improvements and injurious affection. If the owners accept the offer, it is accepted in full satisfaction of any claims the owners may have with respect to the expropriation, with a few exceptions.

The second offer is to pay the owners market value of the land expropriated and does not include an offer to pay any other damages such as damages for loss of improvements or injurious affection. If the owners accept the second offer, the owners may make a future claim for additional compensation in accordance with the *Act*.

In the event the owner does not accept the first offer of compensation, staff will proceed to negotiate a full and final settlement.

This report is the third step in Council’s approval process for expropriations

Upon approval of this third and final step by Council, the Region will serve offers of compensation to the owners. Figure 1 summarizes three steps in the process for obtaining approval by Council for expropriation. Council previously authorized the first and second steps of the approval process.

Figure 1
Council Approval Steps



Possession of expropriated land will be obtained after serving offers of compensation

The Region acquired title to the lands when expropriation plans were registered at the Land Registry Office on November 28, 2024. Notices of Expropriation were sent to owners December 16, 2024. In accordance with the *Act*, the Region cannot obtain possession until a minimum of three months after notifying owners that expropriation plans have been registered. It is necessary to make offers of compensation to owners to obtain possession of expropriation lands.

Environmental due diligence has been completed

Environmental due diligence was completed for the subject properties. Results were reviewed by staff in consultation with Legal Services. No significant environmental issues were identified.

5. Financial Considerations

This report does not present current or anticipated financial changes to the Region’s budget or fiscal position. Funds required to support offers of compensation for property acquisitions for the project have been included in the 2025 Capital Budget for Public Works.

6. Local Impact

Northeast Vaughan Wastewater Servicing Project will provide wastewater servicing to accommodate anticipated growth in northeast Vaughan to 2051.

7. Conclusion

On November 28, 2024, expropriation plans were registered for lands required for the Northeast Vaughan Wastewater Servicing Project. The *Act* requires that offers of compensation for expropriated lands be served on registered owners before taking possession. Proposed offers are based on values provided by independent appraisers. It is recommended that the offers set out in this report be served in accordance with the *Act*.

For more information on this report, please contact Michael Shatil, Director, Property Services at 1-877-464-9675 ext. 71864. Accessible formats or communication supports are available upon request.



Recommended by:

Dino Basso

Commissioner of Corporate Services



Approved for Submission:

Erin Mahoney

Chief Administrative Officer

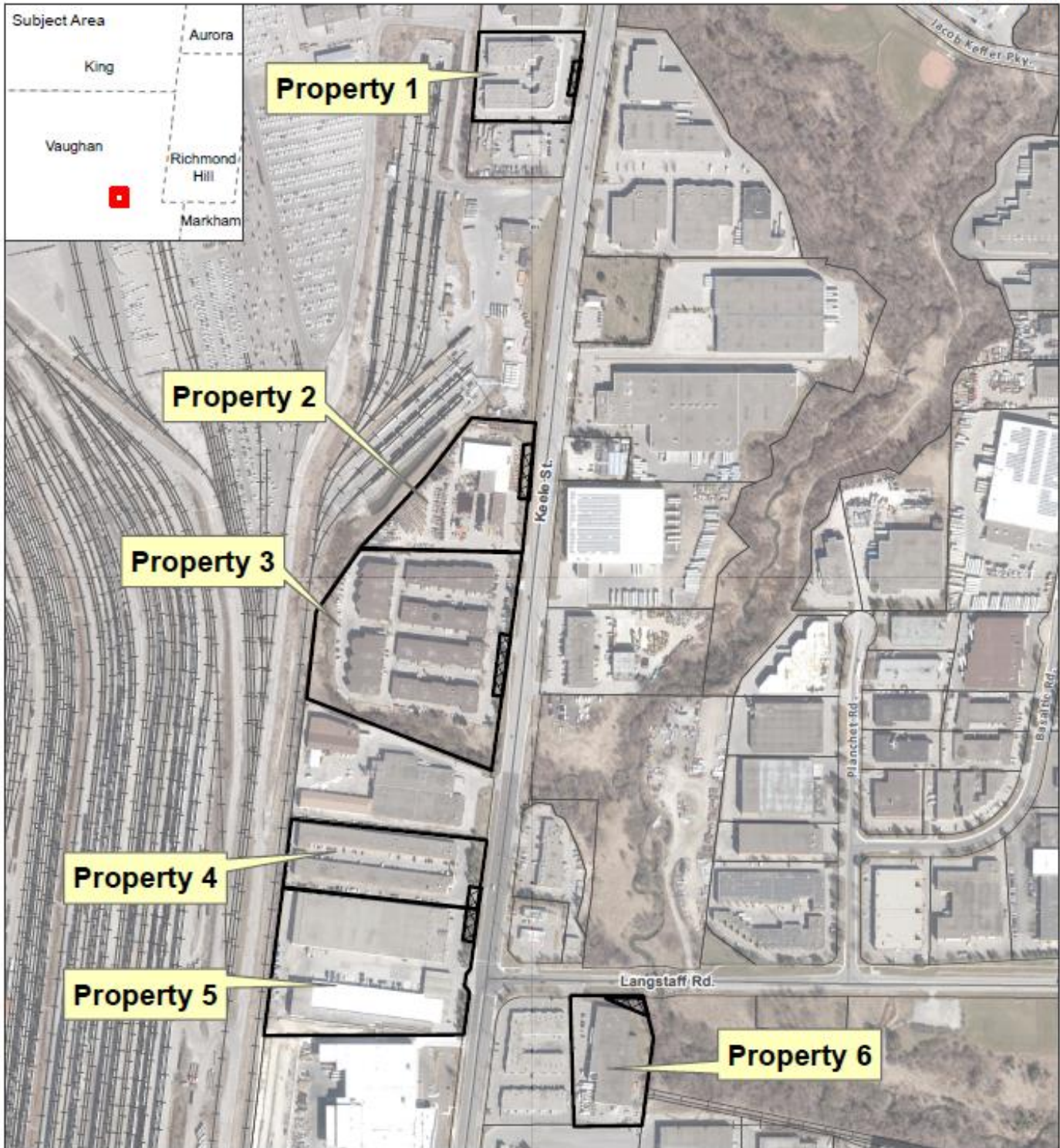
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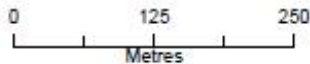





Appendix A – Property Schedule and Location Map
Private Attachment 1 – Proposed Compensation (#16592884)

Property Schedule
Compensation for Expropriation
Northeast Vaughan Wastewater Servicing Project
City of Vaughan

No.	Owner	Municipal Address	Legal Description	Interest Required
1.	York Region Standard Condominium Plan No 1130	8888 Keele Street Vaughan	Part 1, Plan YR3743003	Temporary Easement (108 sq. m.)
2.	Ng Marin Inc. and Marylou Enterprises Limited	8672 Keele Street Vaughan	Parts 1 and 2, Plan YR3743051	Temporary Easement (733 sq. m.)
3.	York Region Condominium Plan No 736	8600 Keele Street Vaughan	Part 1, Plan YR3743062	Temporary Easement (145 sq. m.)
4.	York Region Condominium Plan No 578	8540 Keele Street Vaughan	Part 1, Plan YR3743030	Temporary Easement (108 sq. m.)
5.	RPIG Reality Holdings Ltd.	8500 Keele Street Vaughan	Part 1, Plan YR3743039	Temporary Easement (536 sq. m.)
6.	779009 Ontario Limited	2195 Langstaff Road Vaughan	Part 1, Plan YR3743046	Temporary Easement (59 sq. m.)

LOCATION MAP



 <p>Produced by: The Regional Municipality of York Property Services, Corporate Services February 2025</p> <p>Data: King's Printer for Ontario 2003-2025</p> <p>Imagery: © First Base Solutions Inc. 2021 See York.ca for disclaimer information.</p>	<p>Location Plan Compensation for Expropriation Northeast Vaughan Wastewater Servicing Project City of Vaughan March 6, 2025</p> <div style="text-align: center;">   </div>	<ul style="list-style-type: none">  Subject Property  Interest Required  Parcel  Road  Railway
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