



March 31, 2023

Sent by e-mail:

Mr. Bruce Macgregor
Chief Administrative Officer
The Regional Municipality of York
17250 Yonge Street
Newmarket, ON L3Y 6Z1

Dear Mr. Macgregor:

Re: York Region Engagement in Yonge North Subway Extension - Update

In recognition of the 2020 Province of Ontario – Regional Municipality of York Transit Partnership (Yonge North Subway Extension) Preliminary Agreement, and further to the August 7, 2020 Comfort Letter issued by Metrolinx to the Regional Municipality of York (“Region”), and further to Metrolinx’s correspondence to the Region on December 7, 2022, and in the absence of an executed resource agreement, and to ensure continued progress in moving the Yonge North Subway Extension (“YNSE”) project (“Project”) forward, Metrolinx is renewing its commitment to reimburse reasonable costs incurred by the Region’s staff resources/services and consultant costs provided in support of advancing the Project via this updated Comfort Letter.

With regards to the Cities of Vaughan, Markham, and Richmond Hill (the “YNSE Municipalities”), Metrolinx plans to engage directly with each and will issue Comfort Letters in advance of negotiating individual resource agreements. These letters will enable individual resource agreements, purchase orders, and invoicing with each of the YNSE Municipalities effective April 1, 2023. We would like to thank the Region for its efforts in consolidating the YNSE Municipalities’ reimbursable costs up to March 31, 2023. The Region will continue to be responsible for preparing and submitting invoices for work completed by Regional staff and consultants to Metrolinx via subwayinvoices@metrolinx.com. Metrolinx will open a new purchase order for the Region for work completed under this Comfort Letter, effective April 1, 2023. Invoices shall be submitted quarterly based on the calendar year, and Metrolinx will endeavour to review and process eligible costs within 60 days.

Specifically, Metrolinx will review and reimburse reasonable staff and consultant costs, in accordance with this letter, for the performance of the scope of work identified below, which the Region is requested by Metrolinx to perform effective April 1, 2023, and are requested to continue performing until such time as a formal resource agreement is established:

- Review and provide technical input in relation to the Project, as such input relates to matters directly affecting Regional infrastructure or directly affecting Regional interests;
- Meeting internally, with other stakeholders as reasonably necessary, and with Metrolinx to resolve issues and support the efficient planning, design and construction of the Project;

- Attend meetings, as required, to support the planning, design and construction of the Project;
- Review and provide coordinated comments on project materials including draft design materials and contract specifications (e.g., reference concept designs and project specific output specifications) as requested;
- Review, process and issue permits, licenses, and approvals, as appropriate, in a timely manner; and
- Coordinate overall Regional staff review and comments and integration of the Project capital works with the Region's coordinated capital program.

To assist in planning, monitoring and execution of work, our Project team will engage with the Region to establish near term workplans based on the forecast activities. As more detailed schedules are developed, Metrolinx will work with the Region to inform a multi-year resource forecast that will input into the resource agreement. Please accept this letter as assurance that Metrolinx will provide cost recovery to the Region for its valuable support in this Project, while we negotiate and finalize the terms for the resource agreement.


It is understood that it is in both Metrolinx's and the Region's interest to execute a resource agreement as quickly as possible to confirm the staff cost reimbursement for the Project. As such, we will work together aiming to finalize a resource agreement by Q2/Q3 of 2023.

With regards to outstanding invoices, Metrolinx will endeavour to assess and provide a written response to all unpaid invoices by May 1, 2023.

We look forward to our continued work together in support of the Project.

For any additional information or clarification, please contact Casey Craig, Manager, Agreements YNSE at Casey.Craig@metrolinx.com.

Sincerely,



Andrew Hope
Chief Capital Officer, Rapid Transit

Cc: *Kristen Bramble, MTO, Director -Ontario-Toronto Priority Projects Branch*
Chris Spencer, Metrolinx, VP Subway Project Delivery - YNSE
Dwayne Geddes, Metrolinx, Head Sponsor - Subways
Stephen Collins, Metrolinx, Program Sponsor - YNSE
Jason Ryan, Metrolinx, EVP Pre-Construction Services
Kellie McFadden, Metrolinx, Director, Third Party & Agreements