Wednesday, February 17, 2016
9:30 a.m. – Regular Meeting

Closed Session (See Item 19) – Following Regular Business
(Under Section 239 of the Municipal Act, 2001)

Council Chambers – 4th Floor – City Hall

Members:
Regional Councillor G. Gibson – Wards 1 and 5 (Chair)
Regional Councillor E. Moore – Wards 1 and 5
(Vice-Chair, Service Brampton and Facilities)
Regional Councillor M. Palleschi – Wards 2 and 6
(Vice-Chair, Fire Services)
Regional Councillor M. Medeiros – Wards 3 and 4
Regional Councillor G. Miles – Wards 7 and 8
Regional Councillor J. Sprovieri – Wards 9 and 10
(Vice-Chair, Transit Services)
City Councillor D. Whillans – Wards 2 and 6
City Councillor J. Bowman – Wards 3 and 4
City Councillor P. Fortini – Wards 7 and 8
City Councillor G. Dhillon – Wards 9 and 10
(Vice-Chair, Recreation and Culture)

For inquiries about this agenda, or to make arrangements for accessibility accommodations for persons attending (some advance notice may be required), please contact:
Chandra Urquhart, Legislative Coordinator.
Phone: 905-874-2114 or TTY 905-874-2130 or cityclerksoffice@brampton.ca

Note: Some meeting information may also be available in alternate formats, upon request.
Note: Please ensure all cell phones, mobile and other electronic devices are turned off or placed on non-audible mode during the meeting. Council Members are prohibited from sending text messages, e-mails and other electronic messaging during the meeting.

1. **Approval of Agenda**

2. **Declarations of Interest under the Municipal Conflict of Interest Act**

3. **Consent**

   * The following items listed with an asterisk (*) are considered to be routine and non-controversial by the Committee and will be approved at this time. There will be no separate discussion of any of these items unless a Committee Member requests it, in which case the item will not be consented to and will be considered in the normal sequence of the agenda.

   (nil)

4. **Announcements**

5. **Delegations**

   5.1. Possible delegations re: **To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705 – Ward 10**

      (See Items 10.1 and 14.1)

      Note: Notice regarding this matter will be published in the Brampton Guardian on February 11, 2016

6. **Staff Presentations**

6.1. Presentation by Diane Butterworth, Recreation Program Coordinator, Public Services, re: **The HIGH FIVE ® Accreditation and Certification Program.**

      (See Item 7.1)
7. **Recreation and Culture**

7.1. Report from Diane Butterworth, Recreation Program Coordinator, Public Services, re: *The HIGH FIVE ® Accreditation and Certification Program.*

(See Item 6.1)

*Recommendation*

7.2. Report from Donna-Lynn Rosa, Director Recreation and Culture, Public Services, re: **2016 Funding Request – Volunteer Mississauga Brampton Caledon.**

*Recommendation*

8. **Fire Services**

9. **Transit Services**

10. **Service Brampton and Facilities**

10.1. Report from Ann Pritchard, Manager, Realty Services, Public Services, re: **Supplementary Report – Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS – Ward 10**

(See Items 5.1 and 14.1)

*Recommendation*

10.2. Discussion at the request of Regional Councillor Sprovieri, re: **Building Status and Condition – West Tower**

11. **Minutes**


*To be distributed at the meeting*
12. **Other/New Business**

13. **Referred Matters**

   Note: In accordance with the Procedure By-law, the Referred Matters List will be published quarterly on a meeting agenda for Committee’s reference and consideration. A copy of the current Referred Matters List for this Committee is publicly available on the City’s website.

14. **Deferred Matters**

14.1. Report from Ann Pritchard, Manager, Realty Services, Public Services, re: **To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705 – Ward 10.**

   (See Items 5.1 and 10.2)

   Deferred from the Community & Public Services Committee Meeting of February 3, 2016.

15. **Notices of Motion**

16. **Correspondence**

17. **Councillors’ Question Period**

18. **Public Question Period**

   15 Minute Limit (regarding any decision made at this meeting)

19. **Closed Session**

19.1. Report from Ann Pritchard, Manager, Realty Services, dated January 6, 2016, re: Disposal of Closed and Surplus Portion of an Untraveled Road Allowance, Ward 10 – a proposed or pending acquisition or disposition of land by the municipality or local board
19.2. Supplementary Report from Ann Pritchard, Manager, Realty Services, dated February 4, 2016, re: Disposal of Closed and Surplus Portion of the Untraveled Original Countryside Drive Road Allowance, Ward 10 – a proposed or pending acquisition or disposition of land by the municipality or local board

20. **Adjournment**

Next Regular Meeting: Wednesday, March 2, 2016
The HIGH FIVE ® Accreditation and Certification Program

Presentation to Community and Public Services Committee
February 17, 2016

Diane Butterworth, Recreation Coordinator, HIGH FIVE
What is HIGH FIVE?

• Developed in 1994 by Parks and Recreation Ontario and launched in 2001, HIGH FIVE is a quality standard for organizations providing recreation and sport to children aged 6 to 12.

• It was developed to acknowledge the impact of recreation and sport in middle childhood and to ensure those leading recreation and sports programs understand the importance of nurturing children’s mental health along with their physical health.
Why Quality Matters:

- People are more likely to stay active for life if they have a positive experience in sport, recreation and physical activity as a child.

- Physical activity has benefits both physically and emotionally.
HIGH FIVE Principles & Design Guidelines:

HIGH FIVE is built on five principles and three design guidelines:

**Principles:**

1. Caring Adult
2. Friends
3. Play
4. Mastery
5. Participation

**Design Guidelines:**

1. Developmentally Appropriate
2. Safe
3. Celebrating Diversity and Uniqueness
HIGH FIVE Framework for Healthy Child Development:

Quality Framework for Healthy Child Development in sport and recreation

- Providing training to build expertise and capacity of staff concerning healthy child development and quality programs for children
- Assessing sport and recreation programs for children using QUEST 2
- Assessing policies & procedures using QUEST 1
- Promoting a commitment to healthy child development and as a quality service provider
HIGH FIVE Impact:

- Over a half-million Canadian children have benefited from HIGH FIVE certified recreation and sports programs.
- Over 100,000 frontline leaders have been trained in HIGH FIVE certifications.
- Over 10,000 trained supervisors and managers
- 1,500 HIGH FIVE Trainers
- 350 Registered organizations
- 20 Accredited organizations
Direct Benefits:

• Propels government grant applications by presenting the municipality with a recognized mark of quality.

• The municipality’s market profile is increased through promotion in HIGH FIVE marketing and communications.

• Frontline staff learn key skills that include conflict / bullying prevention and fostering resiliency.

• Staff learn to assess program quality, gain valuable insight to optimize program quality, increase retention and impress parents.
Measurables and Resources:

• Maintains integrity of data and track measurable results to move forward with quality and safety standards.

• Establishes industry-specific policies and procedures to ensure program quality.

• Managers learn to assess policies and procedures, mitigate risk and build a foundation for organizational excellence.

• Provides evidence-based assessment tools that identify areas of risk.

• Creates an implementation tool for a common customer service standard for programs and other areas.
Next Steps:

• On November 25th, 2015, the City of Brampton officially became a Registered HIGH FIVE Organization.

• To qualify for accreditation, Brampton must complete all levels within the framework’s four modules:
  1.) Awareness
  2.) Training and Development
  3.) Policies and Procedures
  4.) Program Assessments

• By applying the framework, Brampton will complete full Accreditation by 2020.
Accreditation and Certification Goals:

In order for the City of Brampton to achieve accreditation in 2020:

• 85% of all full and part-time recreation staff must be certified in the Principles of Healthy Childhood Development.

• Overall QUEST 2 quality assurance assessments must meet an industry standard of 82% (at minimum).

• Overall QUEST 1 quality assurance assessments for must meet an industry standard of 83% (at minimum).
Questions?
Date: 2016-01-04

Subject: The HIGH FIVE ® Accreditation and Certification Program

Contact: Diane Butterworth, Recreation Program Coordinator – HIGH FIVE, Public Services,(905.874. 2828) Diane.Butterworth@brampton.ca

Recommendations:

1. That the report from Diane Butterworth, Recreation Program Coordinator – HIGH FIVE, Recreation and Culture, Public Services Department dated January 4, 2016 to the Community and Public Services Committee Meeting of February 17, 2016 re: The City of Brampton becomes an official HIGH FIVE registered organization, - City Wide – Ward # All (BD.x) be received; and

2. That the Community and Public Services Committee endorses staff to support the City of Brampton becoming a registered HIGH FIVE organization working towards accreditation.

Overview:

- HIGH FIVE was developed in 1994 by Parks and Recreation Ontario and launched in November of 2001 as a quality standard for organizations providing recreation and sport programs to children aged 6 to 12.
- HIGH FIVE is a program that requires a high standard of staff training and comprehensive policies and procedures directly supporting healthy child development.
- HIGH FIVE provides the community with access to quality programs that are supported by a national industry standard.
- On November 25, 2015, the City of Brampton officially became a HIGH FIVE registered organization working towards accreditation. To qualify for HIGH FIVE accreditation, the City of Brampton must complete all levels within the identified framework.
- Brampton staff members and volunteers that interact with children ages 6 to 12 will be trained in the HIGH FIVE Principles of Healthy Child Development.
- Training will be delivered to over 1,500 full-time and part-time staff, and volunteers.
- The City of Brampton will work towards HIGH FIVE accreditation over a four year period with an aim to complete full accreditation by 2020.
Background:
HIGH FIVE was developed in 1994 by Parks and Recreation Ontario and launched in November of 2001, as a quality standard for organizations providing recreation and sport programs to children aged 6 to 12. HIGH FIVE is a program that requires a high standard of staff training and comprehensive policies and procedures directly supporting healthy child development.

To date, seventeen municipalities and community organizations across Ontario have become accredited HIGH FIVE organizations. Approximately 350 Canadian municipalities and organizations are engaging with HIGH FIVE as registered organizations working towards accreditation.

HIGH FIVE provides a framework that identifies four modules of organizational effectiveness that are essential to the delivery of quality programs for children and were developed using International Organization for Standardization (ISO) standards.

The framework will:
- Help to identify areas of improvement.
- Maintain integrity of data and track measurable results to move forward with quality and safety standards.
- Establish industry-specific policies and procedures to ensure program quality.
- Provide evidence-based assessment tools that identify areas of risk.
- Create an implementation tool for a common customer service standard for programs and other areas.
- Propel government grant applications by presenting the municipality with a recognized mark of quality.
- Increase the municipality’s market profile through promotion in HIGH FIVE marketing and communications.
- Frontline staff members learn key skills like conflict / bullying prevention and fostering resiliency.
- Supervisors and coordinators learn to assess program quality using scientifically-proven tools, gain valuable insight to optimize program quality, increase retention and impress parents.
- Managers learn to assess policies and procedures, mitigate risk and build a foundation of organizational excellence.

The benefits of the HIGH FIVE Accreditation and Certification Program will positively impact:
Parents / Community
- Will have access to quality programs that are supported by a national industry standard.

Children
- Are supported in their healthy development through positive experiences.
- Enjoy the programs in which they are participating.
- Continue to participate in programs because they are having fun.

Staff/Volunteers/Organization
• Receiving training and development opportunities.
• Gain an extensive knowledge in healthy child development.
• Receive recognition for quality initiatives and successes.
• Gain additional revenue opportunities through access to public and private grants.
• Become a leader in quality assurance in recreation and sport.

Current Situation:

On November 25, 2015, the City of Brampton officially became a registered HIGH FIVE organization working towards accreditation. To qualify for HIGH FIVE accreditation, the City of Brampton must complete all levels within the framework’s four modules – Awareness, Training and Development, Policies and Procedures and Program Assessment. Please refer to Appendix ‘A’ for more information on the four modules.

HIGH FIVE recommends that an organization wishing to attain accreditation be registered for at least a year before formally commencing the accreditation process.

Brampton staff members that interact with children 6 to 12 years of age will be trained in the HIGH FIVE Principles of Healthy Child Development (PCDH). This training promotes healthy child development through the principles of Participation, Play, Mastery, Friendship and a Caring Adult. Training will be delivered to over 1,500 full time and part time staff, and volunteers.

Based on organizational size and the quantity of recreation and sports programs offered for participants aged 6 to 12, the City of Brampton will work towards HIGH FIVE accreditation over a four year period. This will allow time for staff to build a solid foundation for creating awareness around quality assurance and establish a benchmark against the national standard. The aim is to complete full accreditation by 2020.

Corporate Implications:

Financial Implications:

No additional funding is required for this initiative.

It is anticipated that training and accreditation costs will be around $25,000 per year for a four year period, with a total cost of around $100,000 over this time. Following the four year implementation period, it is anticipated that costs associated with High Five will be around $20,000 per year for registration and ongoing training needs.

Sufficient funding is available for training within the existing operating budget. Department staff will ensure that adequate funds are requested in future budget years, subject to Council approval.
Other Implications:

Other implications for implementing the HIGH FIVE Accreditation and Certification Program include:

- Improving the quality of recreation and sports programs across all lines of business for participants aged 6 through 12.
- Creating policies to stay current and on trend with societal needs and changes.
- Increasing staff morale and retention; and
- Improving customer satisfaction.
- Proof that Brampton places the highest value on quality and safety standards in children's programming.

Strategic Plan:

This report achieves the Strategic Plan priorities by Strong Communities Distinct, lively spaces and activities unite people and business to instill civic pride. Support diversity and enable wellness through health and recreation.

Conclusion:

By engaging in the HIGH FIVE Accreditation and Certification Program, the City of Brampton can develop a youth-based recreation and sports quality assurance strategy that involves a process of assessments and evaluations that are required as part of a comprehensive and holistic approach. This will identify and target the areas of change that are most meaningful to our youth participants.

Donna-Lynn Rosa
Director

Diane Butterworth
Recreation Coordinator

Report authored by: Diane Butterworth

Attachments:

Appendix ‘A': Quality Framework for Healthy Child Development
Appendix ‘A’: Quality Framework for Healthy Child Development

The City of Brampton will implement the following HIGH FIVE® framework strategies to achieve its objectives:

- **Awareness:**
  - Use the HIGH FIVE® Database to access reports that outline areas of strengths and weaknesses in programming and policies. Publicly share those results through various communication tools (i.e., City of Brampton website).
  - Provide education to parents by promoting the municipality’s involvement in HIGH FIVE® through the City’s sessional recreation brochures, registration confirmations, website and social media.
  - Create Staff incentives;
  - Gain parent feedback; and
  - Establish a culture of quality that can be shared through different marketing strategies.
  - Use the HIGH FIVE® tools and resources to meet Ministry requirements.
• Training and Development:
  o Provide training to build expertise and capacity of Staff concerning healthy child development and quality programs for children.
  o Equip all Staff with a common language and goal concerning healthy child development.

• Policies and Procedures:
  o Access the QUEST 1 online training to learn how to navigate the ‘Guide to Policies and Procedures’ which contains 86 templates of policies and procedures recommended by experts of organizations implementing programs for children.

• Program Assessments:
  o Provide higher quality programs as a result of using the QUEST 1 and QUEST 2 tools and training the staff in PHCD.
  o Use the HIGH FIVE ® Database to access reports that outline areas of strengths and weaknesses in programming policies and procedures.

Through the accreditation process, the City of Brampton gains valuable access to a specially developed quality assurance framework that was developed using ISO (International Organization for Standardization) standards. The provided framework will:

• Help to identify areas of improvement.
• Maintain integrity of data and track measurable results to move forward with quality and safety standards.
• Establish industry-specific policies and procedures to ensure program quality.
• Provide evidence-based assessment tools that identify areas of risk.
• Create an implementation tool for a common customer service standard for programs and other areas.
• Propel government grant applications by presenting the municipality with a recognized mark of quality.
• Increase the municipality’s market profile through promotion in HIGH FIVE ® marketing and communications.
• Frontline staff members learn key skills like conflict / bullying prevention and fostering resiliency.
• Supervisors and coordinators learn to assess program quality using scientifically-proven tools, gain valuable insight to optimize program quality, increase retention and impress parents.
• Managers learn to assess policies and procedures, mitigate risk and build a foundation of organizational excellence.
Date: 2016-01-04

Subject: 2016 Funding Request - Volunteer Mississauga Brampton Caledon

Contact: Donna-Lynn Rosa, Director Recreation and Culture

Recommendations:

1. That the report from Donna-Lynn Rosa, Director of Recreation and Culture dated January 4, 2016 to the Community and Public Services Committee meeting of February 17, 2016 re: 2016 Funding Request - Volunteer Mississauga Brampton Caledon – Location – Ward # (DB.x), be received; and

2. That the grant request of $35,700 by Volunteer MBC be approved.

3. That the 2016 budget of $35,700 be transferred from the Office of the Chief Operating Officer to the Public Services, Recreation and Culture Division for future requests.

Overview:

- On August 7, City staff received a letter from Carine Strong, Executive Director of Volunteer MBC requesting continued grant funding from the City of Brampton for 2016.

- Volunteer MBC has requested a grant from the Municipality of $35,700 for 2016.

- This report has been prepared to seek the necessary approval to provide grant funding to Volunteer MBC in the amount of $35,700 from the City-Wide Community Projects account.

- Volunteer MBC is a regional collaboration project whereby all of the municipalities in Peel region (Brampton, Mississauga and Caledon) contribute to this organization. As a municipal partner, staff suggest that Brampton continue to cooperate and coordinate with area municipalities.
Background:

Volunteer MBC has been in existence since 2009 and The City of Brampton has provided grant funding to this valuable organization since 2010 from the Non-Departmental City-Wide Community Events Account (201109-001-0191-0001) based on annual requests.

The mandate of this organization is to promote and support volunteerism in an effort to connect all people to meaningful volunteer opportunities, and to strengthen community organizations to recruit, retain and recognize volunteers.

For 2016, Volunteer MBC will be working very closely with the City of Brampton staff to recruit, obtain training, implement a volunteer management tool and recognizing volunteers for the Canada 55+ Games, which Brampton is a proud host of.

The mandate of Volunteer MBC aligns with Recreation and Culture’s community development philosophy of forming strong networks at the grass roots level by engaging community members, such as the Region, local schools, colleges, businesses and residents. Highlights of the organization’s 2014 and 2015 accomplishments can be referenced in Appendix A.

Volunteer MBC has been able to accomplish some very significant milestones since their move to the “Community Door” hub, located at 7700 Hurontario Street in Brampton in 2012. “Community Door” is located on a major transit line, which makes it easy for youth, seniors and newcomers to access. As well, other community service organizations located at “Community Door” connect their clientele to Volunteer MBC.

Current Situation:

On August 7, 2015, City staff received a letter from Carine Strong, Executive Director of Volunteer MBC requesting grant funding from the City of Brampton for 2016. (Appendix B).

Volunteer MBC is requesting a contribution of $35,700 (a 2% cost of living increase to manage the continued growth (The City of Brampton has been contributing $35,000 per annum since 2012). The grant is to be directed to the Volunteer Brampton Centre (an arm of Volunteer MBC) and will be used to support marketing, communication and other non-core operating expenditures for the centre.

This report has been prepared to seek the necessary approval to provide grant funding to Volunteer MBC in the amount of $35,700 from the City Wide Community Projects Account.

The City of Brampton manages policy 13.2.1 City Wide Community Projects. The City Wide Community Projects is a General Government (non-department specific) account established to fund community project initiatives of a city wide nature.
The following major initiative categories are eligible and funding is provided in the Current (operating) Fund Budget:

- Sports
- Heritage, Arts and Culture
- Community Events
- Elderly Persons Centre (EPC) – subject to constraints

**Corporate Implications:**

**Financial Implications:**

Grant funding of $35,700 has been requested by Volunteer MBC. The 2016 budget approval includes $961,000 for grant making initiatives. There is sufficient funding to proceed with this initiative.

In order to ensure funding is captured under the appropriate area of responsibility, it is recommended that $35,700 is transferred from the Office of the Chief Operating Officers grant program funding, to the Public Services, Recreation and Culture division, who manages the Volunteer MBC grant applications.

**Strategic Plan:**

This report achieves the Strategic Plan priority area of Strong Communities by connecting volunteers with various community projects.

**Conclusion:**

This report has been prepared to seek the necessary approval to provide grant funding to Volunteer MBC in the amount of $35,700 from the City Wide Community Projects account.

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Donna-Lynn Rosa  Mary Held  
Director  Recreation Manager

**Attachments:**

Appendices:

- Appendix A – 2014/2015 Highlights – Volunteer MBC
- Appendix B - Letter from MBC Funding request
- Appendix C - MBC Financial Audited Statements December 31, 2014

Report authored by: Michelle Robinson
Appendix A

2014-2015 Highlights – Volunteer MBC

Volunteer MBC as the local Volunteer Centre is still a relatively young organization but thanks to the support of the City of Brampton and other funders, they are on their way to becoming a household name and the “go-to place” to find meaningful volunteer opportunities for residents in their local community. Some of their highlights to date are as follows:

- Media coverage has been extensive; articles in the Brampton News, Snapd and several appearances on Rogers TV to highlight the Volunteer Newcomer Readiness program focused on engaging newcomers. Volunteer MBC was also able to promote the importance of Youth volunteering in the City of Brampton to future generations and potential leaders in this community. In November 2014, Volunteer MBC also partnered with Rogers TV to create its own TV show: The “I Care I Volunteer” show – a 13 part series, which first aired in January 2015 through to today. Its focus is to encourage residents to get involved, tells them how, why and where and features volunteers, a number of community service organizations, including the City of Brampton’s volunteer program as well as panel discussions on some of the barriers volunteers face.

- As a result, their outreach increased to 31,000 people (in person) throughout the Region of Peel. At the end of December 2014, this resulted in 30,978 actual referrals to volunteer positions with community service organizations including the municipalities, compared to 29,196 referrals the prior year. For Brampton residents, this resulted in 13,147 compared to 9,069 the previous year.

- Volunteer MBC has 180 community service organizations who are members. More than half of the organizations are either located in Brampton or they service Brampton residents. Based on our 2014 Membership Survey, 86.8% indicated that Volunteer MBC helped to increase the number of volunteers to deliver services in the community versus 85% a year ago.

- Volunteer MBC has been managing a large legacy project of the PAN PARA PAN AM Games from its Brampton head office. This is a $1.5 M – 2 year project that aims to recognize volunteers with a customized certificate that highlights the skills developed/shared and experiences gained, based on HRSDC’s National Occupational standards and other official work related/essential skills models. On behalf of the Ontario Volunteer Network, we are about to deliver the first 23,000 PREB certificates to the TO2015 volunteers and we are training all our community service organizations going forward to deliver PREB certificates from this free database to recognize the contributions of their volunteers. The objective of this legacy project is to offer
volunteers concrete recognition for their involvement, improve their employability by
highlighting their experience and provide community service organizations with a
practical structure and tools for volunteer recruitment by facilitating task definitions and
assessment grids.

- During National Volunteer week in April/May 2015, Volunteer MBC had an opportunity
to take part in the Ontario Youth Volunteer Challenge, which was an initiative partially
funded by the Ministry of Citizenship and Immigration and International Trade. The
objective was to engage 8,000 youth from across the Region of Peel into 3 hours of
volunteering at any one of the events that the Centre, Community Service
Organizations or one of the respective schools planned. This was the 8th anniversary
of the provincial campaign and the 7th year for Volunteer MBC since the Centre
started operations in the fall of 2008.

The chart below highlights the increased success of the campaign.

<table>
<thead>
<tr>
<th>MCI Youth Challenge Campaign</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td># of Students who participated</td>
<td>280</td>
<td>850</td>
<td>2,877</td>
<td>3,610</td>
<td>7,264</td>
<td>7,520</td>
<td>8,460</td>
</tr>
<tr>
<td># of Hours completed</td>
<td>1,400</td>
<td>1,995</td>
<td>11,444</td>
<td>19,112</td>
<td>25,521</td>
<td>30,690</td>
<td>32,282</td>
</tr>
<tr>
<td># of Events Planned (Community and School)</td>
<td>6</td>
<td>13</td>
<td>29</td>
<td>41</td>
<td>167</td>
<td>328</td>
<td>393</td>
</tr>
</tbody>
</table>

- Brampton high school students showed their dedication and contributed 8,460
  hours. Many of the events featured were organized by Volunteer MBC’s Step Up Youth Ambassador Team which continues to excel in putting high quality events together and the resulting community engagement is outstanding in Brampton.

- Volunteer MBC was also responsible for managing the provincial campaign for
the Ministry of Citizenship and Immigration and International Trade. The goal
for the entire province was to engage 39,000 volunteers with the assistance of
24 volunteer centres. At the end of the campaign, 41,406 high school students
took part in the “Challenge” from across the province, broke the record and
changed the world and we are very proud to announce that over 20% of these
student volunteers came from the Region of Peel and this despite the teacher
strike across the Peel School Board. They contributed an outstanding 226,982
volunteer hours, during the 6-week campaign which ran from April 12 through
to May 24. Youth came from 450 communities across the province and took
part in 3,435 community or school events, an increase of almost 30% over the
previous year. This entire campaign was centralized and managed through the Volunteer MBC Brampton office.

- The Youth Challenge provided an excellent opportunity for the Centre to gain access to the 22 high schools across Brampton in order to promote volunteering as a way for youth to work together, with the goal of improving their community and helping to reduce violence and conflictive behaviours that youth are often faced with. This year the Step Up Youth Volunteer Ambassadors focused their energies on two key events in Brampton. For the first one they worked closely with Brampton Clean City to organize a large park clean-up. The second event: Mad Scatter – focused on mental health attracted over 120 students to Fletcher’s Meadow’s Community Centre where the students raised awareness for mental health and specifically body image and they learned how to address the associated stress they experience in high school.

- The Ontario Youth Challenge also allowed students to explore what they are passionate about, develop new skill sets, make a positive impact in their own communities and create new friendships. The project, most importantly, created a caring environment where everyone had an opportunity to make new friends and learned that they are not alone. The staff and volunteers at Volunteer MBC attended numerous volunteer fairs, with the majority of them focused on youth. To promote the Challenge they produced posters and articles. They also conducted presentations to the principals, heads of guidance and presidents of the Student Councils. Volunteer MBC also gave presentations at a number of schools in Brampton and promoted the benefits of civic engagement.

- **The Step Up Youth Volunteer Ambassador Program** runs from September through to June to coincide with the school year. The Group’s Executive Team is comprised of mostly Brampton youth leaders, including the Chair Ramneek Kaur and her brother Sidak Manchanda, who held the positions of Chair and Vice President, Marketing and Communications respectively. Both of these young people walked in to our centre in grades 9 and 10 when we first opened our doors in Brampton, looking to get involved in their community. They have both become solid young leaders. Ramneek is now off to university, scholarship in hand based on her community involvement and her brother, equally skilled is ready to take over as Chair of SUYVA later this month. Thanks to their leadership, SUYVA had a very successful year. The program aims to address volunteering beyond the 40 hours required to graduate while providing incredible leadership opportunities.

  - It is the answer to apathy and motivates exploration
  - It is the shortcut to professional development
  - It is the stepping stone to social change
Paves the way to ease tuition fees burden through Scholarship Opportunities

The program has expanded and now includes a significant educational component consisting of: The Orange Leader Training, the Ambassador Development Training and the Xing the King program focused on customer service excellence and client care as well as a post-secondary mentorship program.

- Numerous presentations, assemblies, workshops and webinars were held in 2014 aimed at promoting and explaining the value of volunteerism. These presentations catered primarily to these key target groups, those being youth, newcomers to Canada, employee groups, seniors and individuals seeking employment and or looking for a career change.

- Volunteer MBC also organized several workshops to strengthen community organizations to recruit, retain and recognize volunteers. They also aim to strengthen board leadership by offering a series of board governance workshops. In 2014 over 831 volunteer engagement professionals and board members attended and the overall satisfaction rate was at 90%.

- Nine outstanding volunteers/corporations and organizations representing young and old were recognized during VMBC’s Volunteer Recognition Awards held on April 14th 2015 at Chinguacousy Park Ski Club. A number of the awards such as the Lifetime Volunteer Achievement award and the Leader of Tomorrow Award went to Brampton residents.

- Volunteer MBC E newsletters are now distributed to over 15,548 volunteers in their Access database compared to 12,500 the previous year and they continue to receive positive feedback. Their website is a big component of this outreach as well as their social media approach.

- Their stats at the end of 2014 were as follows:
  - 809 Likes on Facebook – a 27% increase over the prior year
  - 1,831 followers on Twitter – a 39.98% increase
  - 1,399 Followers on Linkedin – a 133.6% increase
  - 4,119 “channel views” on YouTube – a 50% increase
  - 112,186 photo views on FlickR – a 32% increase

- In the first two quarters of 2015 (January through to June), they welcomed 67,128 unique visitors to their website, which now averages 11,188 unique visitors each month compared to 9,942 which was reported at the close of 2014.
• Their outreach approach is working. In 2014, they welcomed 119,310 unique visitors to their website, an increase of 10.2% over the prior year.

• Their database of volunteers also allows them to conduct mass outreach and this was particularly successful this past year. Their response rate is very high, with many positive results for the Brampton community and its residents:
  
  o They worked closely with Brampton Clean City – throughout the Spring and also during the Change The World youth engagement campaign to send Volunteers to assist with the clean-up after these past two harsh Winters. They also worked hard at planting trees and greenery to ensure Brampton continues to be recognized as “The Flower City”.

  o For the Region of Peel and Ephrains Place’s “Refresh” partnership project in social housing complexes throughout Brampton and Mississauga, they referred over 200 volunteers and over 75 volunteers to the apartments in the Kennedy area alone.

  o When a fire destroyed multiple town homes in the Ardglen neighbourhood they were able to respond very quickly to Brampton Recreation and Culture staff requests and referred 54 volunteers to The Journey who coordinated efforts to get affected residents back on their feet. Since then, they are actively involved in that community and send volunteers to The Journey on a regular basis to assist with delivering vital programs for that neighbourhood.

  o Given our recent role in the PAN PARA PAN AM Games, we are now very well positioned to assist the City of Brampton’s organizing committee and specifically with the recruitment of 700 plus volunteers, their training and recognition for the 2016 Canada 55+ Games. We will also have the ability to continue our outreach to the Games volunteers to encourage them to volunteer for other events to ensure that they stay involved in their local communities.

• **It's about much more than numbers:**

  The ultimate goal and vision of Volunteer MBC is to create a united community through volunteerism that ensures a safe and healthy community where people truly care for each other. Via their Volunteer MBC annual client experience survey (sent to over 10,000 with a 10% response rate) they asked specific questions which address these following outcomes with a year over year comparison:
In what way did volunteering positively impact your life?

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volunteering gave me a stronger connection to my community</td>
<td>71.3%</td>
<td>74.52%</td>
</tr>
<tr>
<td>Expanded my network</td>
<td>39.9%</td>
<td>48.08%</td>
</tr>
<tr>
<td>Helped to get a job or to start a business</td>
<td>8.1%</td>
<td>11.06%</td>
</tr>
<tr>
<td>Learned new skills</td>
<td>57.4%</td>
<td>62.50%</td>
</tr>
<tr>
<td>Found a career to pursue</td>
<td>16.7%</td>
<td>15.00%</td>
</tr>
<tr>
<td>Improvement in mental health and wellbeing</td>
<td>25.6%</td>
<td>29.81%</td>
</tr>
<tr>
<td>Improvement in physical health</td>
<td>17.4%</td>
<td>18.27%</td>
</tr>
<tr>
<td>Made new friends</td>
<td>54.4%</td>
<td>61.06%</td>
</tr>
<tr>
<td>(speaks to reducing social isolation)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provided me with a better understanding and appreciation of</td>
<td></td>
<td></td>
</tr>
<tr>
<td>different cultures</td>
<td>50.4%</td>
<td>53.85%</td>
</tr>
<tr>
<td>Helped me to be more sympathetic and compassionate towards</td>
<td></td>
<td></td>
</tr>
<tr>
<td>others</td>
<td>43.4%</td>
<td>47.12%</td>
</tr>
<tr>
<td>Built self-confidence</td>
<td>47.7%</td>
<td>48.63%</td>
</tr>
<tr>
<td>Gained more respect</td>
<td>38.4%</td>
<td>43.75%</td>
</tr>
</tbody>
</table>

- **Economic Impact**

Since launching their referral service in 2009 to the end of 2014, they had referred over 101,500 volunteers. In 2014 alone, this resulted in 3.9 million volunteer hours of energy and expertise channeled into serving people across our community. When you translate these volunteer hours into dollars saved by community service organizations, the economic impact is 94.7 million (based on average of $24.05/hr).

- **Community Impact**

When the volunteers who completed the survey were asked about the impact they had on their community, the responses were as follows:

- 51.35% felt that their neighbourhood is safer as a result of their efforts
- 86.60% indicated that their community is much more caring due to their contributions.
- 64.86% felt that the environment is much more beautiful due to their efforts.
- 83.51% indicated that their community is much friendlier due to their contributions.
August 7, 2015

The Corporation of the City of Brampton  
2 Wellington Street West  
Brampton, ON  
L6Y4R2  
ATTENTION: Director of Recreation and Culture, Donna-Lynn Rosa

RE: Funding Request for Volunteer MBC

Dear Director Rosa:

Volunteer Mississauga Brampton Caledon (Volunteer MBC) is a Volunteer Centre that has been in existence since 2008 with our main office located at Community Door in Brampton. We promote and support volunteerism in an effort to connect all people to meaningful volunteer opportunities. Last year we generated 31,000 referrals across Peel (over 13,000 in Brampton). Via our Training Centre for Service Excellence, we educate volunteer engagement professionals, board directors and volunteers to support and strengthen the sector. The City of Brampton has provided grant funding to us since 2010.

Volunteer MBC is requesting a grant of $35,700 from the City of Brampton for 2016 (this includes a 2% COLA increase since we have been at the same support level since 2013), despite the continued growth and extent of the services we deliver to the Brampton community. The attached Highlights Report for 2014-2015 (Appendix A) will offer further insight into our accomplishments and the positive impact this has had on Brampton residents and the community at large.

If you require any further information, please do not hesitate to get in touch with me.

Thank you so much for your continued consideration to support Volunteer MBC - Brampton’s local Volunteer Centre.

Yours truly,

Carine Strong  
Executive Director  
/cs
VOLUNTEER MISSISSAUGA BRAMPTON CALEDON

FINANCIAL STATEMENTS

DECEMBER 31, 2014
VOLUNTEER MISSISSAUGA BRAMPTON CALEDON

(Incorporated by letters patent under the laws of the Province of Ontario, August 21, 2009)

President
Arno Ilic

Treasurer
Harjit Kaur

Executive Director
Carine Strong

Head Office
7700 Hurontario Street
Unit 601
Brampton, Ontario

Bank
Royal Bank Of Canada
6240 Dixie Road
Mississauga, Ontario

INDEX TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2014

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<tr>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auditor's Report</td>
<td>1</td>
</tr>
<tr>
<td>Balance Sheets</td>
<td>2</td>
</tr>
<tr>
<td>Statements Of Revenue, Expenditure &amp; Accumulated Excess Of Revenue over Expenditures</td>
<td>3</td>
</tr>
<tr>
<td>Statements Of Cash Flow</td>
<td>4</td>
</tr>
<tr>
<td>Notes To The Financial Statements</td>
<td>5-8</td>
</tr>
<tr>
<td>Schedule I</td>
<td>9</td>
</tr>
</tbody>
</table>
INDEPENDENT AUDITOR'S REPORT

To The Members Of:
Volunteer Mississauga Brampton Caledon:

I have audited the accompanying financial statements of Volunteer Mississauga Brampton Caledon, which comprise the Balance Sheets as at December 31, 2014 and December 31, 2013, and the Statements of Revenue, Expenditure and Accumulated Excess of Revenue over Expenditure and Statements of Cashflow for the years then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility For The Financial Statements
The Directors of Volunteer Mississauga Brampton Caledon, are responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Generally Accepted Accounting Principles, for not-for-profit organizations, and for such internal controls as management determined are necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility
My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement and the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified audit opinion.

Basis For Qualified Opinion
As with other similar charitable organizations Volunteer Mississauga Brampton Caledon, derives part of its revenue from the public in the form of donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly receipts from donations are the amounts shown on the books and have been checked by me to bank deposits on a test basis; however, because of their nature, these receipts are not susceptible to complete audit verification.

Qualified Opinion
In my opinion, except for the effect of any adjustments which might have been required had I been able to completely verify income, these financial statements present fairly, in all material respects, the financial position of Volunteer Mississauga Brampton Caledon, as at December 31, 2014 and December 31, 2013, and its financial performance and its cash flows for the years then ended in accordance with Canadian Generally Accepted Accounting Principles, for not-for-profit organizations.

Mississauga, Ontario
May 8, 2015

GEORGE A. ORMSBY
Chartered Professional Accountant
Chartered Accountant
Licensed Public Accountant

GEORGE A. ORMSBY
1083 Britannia Road East, Mississauga, Ontario L4W 3X1 (905) 670-8890 Fax (905) 670-8891
www.ormack.com email: gormsby@ormack.com
**Appendix C**

## Balance Sheets - All Funds

**As at December 31, 2014**

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Equivalents</td>
<td>585,153</td>
<td>247,323</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>19,230</td>
<td>26,994</td>
</tr>
<tr>
<td>HST Recoverable</td>
<td>34,675</td>
<td>10,698</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>5,415</td>
<td>5,415</td>
</tr>
<tr>
<td></td>
<td>644,473</td>
<td>290,430</td>
</tr>
<tr>
<td><strong>CAPITAL ASSETS (Note 5)</strong></td>
<td>83,182</td>
<td>40,249</td>
</tr>
<tr>
<td></td>
<td>727,655</td>
<td>330,679</td>
</tr>
</tbody>
</table>

| **LIABILITIES**      |       |       |
| **CURRENT LIABILITIES** |       |       |
| Accounts Payable & Accrued Liabilities | 34,382 | 15,337 |
| Deferred Revenue (Note 4) | 489,873 | 143,946 |
|                      | 524,255 | 159,283 |

**ACCUMULATED EXCESS OF REVENUE OVER EXPENDITURE**

|                      |       |       |
| Accumulated Excess Of Revenue Over Expenditure | 203,400 | 171,396 |
|                      | 727,655 | 330,679 |

Approved On Behalf Of The Board:

- President
- Treasurer

The Auditor’s Report Is Attached To This Statement

1083 Britannia Road East, Mississauga, Ontario L4W 3X1 (905) 670-8890 Fax (905) 670-8891
www.ormack.com  email: gormsby@ormack.com
### REVENUE

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Region Of Peel Sustainable Fund</td>
<td>134,577</td>
<td>106,121</td>
</tr>
<tr>
<td>The Region Of Peel Small Capital Fund</td>
<td>4,500</td>
<td></td>
</tr>
<tr>
<td>The Trillium Foundation of Ontario</td>
<td>75,114</td>
<td>80,991</td>
</tr>
<tr>
<td>United Way Of Peel Region</td>
<td>82,000</td>
<td>82,819</td>
</tr>
<tr>
<td>United Way Of Peel Region - Other</td>
<td>2,500</td>
<td>2,000</td>
</tr>
<tr>
<td>Ministry of Citizenship &amp; Immigration &amp; International Trade</td>
<td>648,184</td>
<td>210,530</td>
</tr>
<tr>
<td>Municipalities - Mississauga, Brampton &amp; Caledon</td>
<td>67,532</td>
<td>73,500</td>
</tr>
<tr>
<td>Mississauga Community Foundation</td>
<td>15,887</td>
<td>16,500</td>
</tr>
<tr>
<td>Green Shield Canada Foundation</td>
<td>5,135</td>
<td>1,865</td>
</tr>
<tr>
<td>Grants Ontario-Sports Grant</td>
<td>5,294</td>
<td></td>
</tr>
<tr>
<td>Project Management Fees</td>
<td>111,614</td>
<td>32,083</td>
</tr>
<tr>
<td>Conference &amp; Workshop Fees &amp; Memberships</td>
<td>37,203</td>
<td>36,220</td>
</tr>
<tr>
<td>Interest Income</td>
<td>2,136</td>
<td>1,641</td>
</tr>
<tr>
<td>Donations</td>
<td>1,599</td>
<td>2,894</td>
</tr>
<tr>
<td>Service Canada - Summer Student</td>
<td>4,981</td>
<td>4,639</td>
</tr>
<tr>
<td>Skills for Change</td>
<td>4,500</td>
<td>1,500</td>
</tr>
<tr>
<td>Other</td>
<td>25,942</td>
<td>19,902</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>1,228,698</td>
<td>673,205</td>
</tr>
</tbody>
</table>

### EXPENDITURE

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit &amp; Legal</td>
<td>10,085</td>
<td>4,369</td>
</tr>
<tr>
<td>Management &amp; Administration Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Rental &amp; Occupancy</td>
<td>60,038</td>
<td>44,328</td>
</tr>
<tr>
<td>Project Management Cost</td>
<td>87,267</td>
<td>32,083</td>
</tr>
<tr>
<td>Insurance</td>
<td>2,725</td>
<td>2,279</td>
</tr>
<tr>
<td>Amortization</td>
<td>37,703</td>
<td>8,109</td>
</tr>
<tr>
<td>Other</td>
<td>40,498</td>
<td>18,851</td>
</tr>
<tr>
<td><strong>Program Costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telephone &amp; Internet</td>
<td>5,647</td>
<td>3,673</td>
</tr>
<tr>
<td>IT Support</td>
<td>15,132</td>
<td></td>
</tr>
<tr>
<td>Workshops</td>
<td>4,590</td>
<td>4,811</td>
</tr>
<tr>
<td>Website &amp; Programming Tools &amp; Web &amp; Email Hosting</td>
<td>137,909</td>
<td>4,443</td>
</tr>
<tr>
<td>Office, Supplies, Postage &amp; Delivery</td>
<td>5,173</td>
<td>3,864</td>
</tr>
<tr>
<td>Printing</td>
<td>2,770</td>
<td>3,290</td>
</tr>
<tr>
<td>Marketing</td>
<td>7,193</td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Benefits</td>
<td>633,892</td>
<td>466,359</td>
</tr>
<tr>
<td>Training &amp; Travel</td>
<td>75,050</td>
<td>16,345</td>
</tr>
<tr>
<td>Other Program Costs</td>
<td>71,022</td>
<td>50,909</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>1,196,694</td>
<td>663,713</td>
</tr>
</tbody>
</table>

### NET EXCESS OF REVENUE OVER EXPENDITURE FOR YEAR

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Excess</strong></td>
<td>32,004</td>
<td>9,492</td>
</tr>
</tbody>
</table>

### ACCUMULATED EXCESS OF REVENUE - Beginning Of Period

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accumulated Excess</strong></td>
<td>171,396</td>
<td>161,904</td>
</tr>
</tbody>
</table>

### ACCUMULATED EXCESS OF REVENUE - End Of Period

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accumulated Excess</strong></td>
<td>203,400</td>
<td>171,396</td>
</tr>
</tbody>
</table>

The Auditor's Report Is Attached To This Statement
## 7.2-16

**VOLUNTEER MISSISSAUGA BRAMPTON CALEDON**

**STATEMENTS OF CASH FLOW**

**FOR THE YEAR ENDED DECEMBER 31, 2014**

### OPERATING ACTIVITIES

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Provided By Operating Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excess Of Revenue</td>
<td>32,004</td>
<td>9,492</td>
</tr>
<tr>
<td>Items Not Affecting Working Capital:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Add Back Amortization</td>
<td>37,703</td>
<td>8,109</td>
</tr>
<tr>
<td>Net Change In Non-Cash Working Capital Balances Related To Operations</td>
<td>348,759</td>
<td>9,398</td>
</tr>
<tr>
<td></td>
<td>418,466</td>
<td>26,999</td>
</tr>
</tbody>
</table>

### INVESTING ACTIVITIES

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Provided by (Used For) Financing Activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase of Office Equipment</td>
<td>(80,637)</td>
<td>(2,994)</td>
</tr>
<tr>
<td></td>
<td>(80,637)</td>
<td>(2,994)</td>
</tr>
</tbody>
</table>

### INCREASE IN CASH

<table>
<thead>
<tr>
<th>Description</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASH IN BANK - Beginning Of The Year</td>
<td>337,829</td>
<td>24,005</td>
</tr>
<tr>
<td>CASH IN BANK - End Of The Year</td>
<td>585,152</td>
<td>247,323</td>
</tr>
</tbody>
</table>

The Auditor’s Report Is Attached To This Statement

1083 Britannia Road East, Mississauga, Ontario L4W 3X1 (905) 670-8890 Fax (905) 670-8891
www.ormack.com email: gormsby@ormack.com
1. PURPOSE OF THE ORGANIZATION

Volunteer Mississauga Brampton Caledon (Volunteer MBC), is a volunteer centre that has been incorporated to foster and develop volunteerism in the Region of Peel, serving the cities of Mississauga, Brampton and Caledon. Volunteer MBC promotes and supports volunteerism in an effort to connect all people to meaningful volunteer opportunities. We provide: centralized and coordinated access to information about volunteer opportunities across all sectors and offer a referral service for volunteer placement within the community for all ages including youth, seniors, newcomers and groups including corporate teams. Via our Training Centre for Service Excellence, we also provide education and support for volunteers, board directors and community service organizations through topic and issue related workshops, comprehensive and informative programs, and community outreach and we strive to be a strong voice to support and promote volunteerism through advocacy, community outreach, public and media relations.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) and include the following significant accounting policies:

Revenue Recognition
Restricted Contributions are recognized as revenue in the period in which the related expenditure is incurred, or is to be incurred, not necessarily when received. Unrestricted contributions are recognized as revenue when received, or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Interest and other income are recorded as revenue when earned.

Property & Equipment
Capital Assets are recorded at cost less accumulated amortization. Any capital assets acquired through contributions, are recorded at an original cost equal to fair market value at the time of contribution. Amortization of capital assets is calculated using the straight line method with the following rates:

<table>
<thead>
<tr>
<th>Type</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold Improvements</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Office Equipment</td>
<td>3 yrs</td>
</tr>
<tr>
<td>OVCN Computer Equipment</td>
<td>2 yrs</td>
</tr>
</tbody>
</table>

Estimates
The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires that management make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of their revenues and expenses during the reporting period. Actual results could differ from those estimates.

Donated Materials & Services
Donated materials and services are only recorded when a fair value can be reasonably estimated and when the materials and services would otherwise normally be purchased and paid for if not donated. When donated materials and services are recorded, fair value is used as the basis of measurement. No amounts have been recorded in the year.

The Auditor's Report is Attached To This Statement
2. SIGNIFICANT ACCOUNTING POLICIES cont.

Financial Instruments

i) Measurement
Volunteer MBC initially measures its financial assets and liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument. Volunteer MBC subsequently measures all its financial assets and liabilities at amortized cost. Changes in fair value are recognized in net income. Financial assets measured at amortized cost include cash, accounts receivable, and prepaid expenses. Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

ii) Impairment
Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. If there are indications of impairment Volunteer MBC determines whether a significant adverse change has occurred.

3. ORGANIZATION AND ADMINISTRATION

Volunteer MBC was incorporated on August 21, 2009 without share capital. It received its Charitable status on May 12, 2010 for the purpose of accepting tax receipted donations.

4. DEFERRED REVENUE

Volunteer MBC employs the Deferred Revenue method of recording restricted revenues, whereby the amount of revenue is recorded to match the amount of expense in the period. Any remaining amounts are recorded on the balance sheet. Deferred Revenue at December 31, is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Balance as at 1/1/14</th>
<th>Received In Year</th>
<th>Recognized As Revenue</th>
<th>Balance as at 12/31/14</th>
</tr>
</thead>
<tbody>
<tr>
<td>MCIIT-CTW</td>
<td>24,940</td>
<td>25,000</td>
<td>(32,645)</td>
<td>17,295</td>
</tr>
<tr>
<td>MCIIT-Administration</td>
<td>65,919</td>
<td>70,000</td>
<td>(83,539)</td>
<td>52,380</td>
</tr>
<tr>
<td>SUYVA</td>
<td>-</td>
<td>440</td>
<td>-</td>
<td>440</td>
</tr>
<tr>
<td>MCIIT-Other OVCN</td>
<td>11,943</td>
<td>34,150</td>
<td>(8,242)</td>
<td>37,851</td>
</tr>
<tr>
<td>Grants Ontario</td>
<td>-</td>
<td>19,434</td>
<td>(5,294)</td>
<td>14,140</td>
</tr>
<tr>
<td>Mississauga Community Foundation</td>
<td>-</td>
<td>39,000</td>
<td>(15,887)</td>
<td>23,113</td>
</tr>
<tr>
<td>MCIIT-Volunteer Certification Initiative</td>
<td>-</td>
<td>787,630</td>
<td>(471,871)</td>
<td>315,759</td>
</tr>
<tr>
<td>United Way - Peel</td>
<td>2,500</td>
<td>-</td>
<td>(2,500)</td>
<td>-</td>
</tr>
<tr>
<td>Region of Peel Sustainability Fund</td>
<td>4,500</td>
<td>-</td>
<td>(4,500)</td>
<td>-</td>
</tr>
<tr>
<td>Green Shield Canada Foundation</td>
<td>5,135</td>
<td>-</td>
<td>(5,135)</td>
<td>-</td>
</tr>
<tr>
<td>OTF-Shared</td>
<td>29,009</td>
<td>75,000</td>
<td>(75,114)</td>
<td>28,895</td>
</tr>
</tbody>
</table>

|                          | 143,946              | 1,050,654        | (704,727)              | 489,873                |

The Auditor’s Report Is Attached To This Statement

1083 Britannia Road East, Mississauga, Ontario L4W 3X1 (905) 670-8890 Fax (905) 670-8891
www.ormack.com email: gormsby@ormack.com
5. CAPITAL ASSETS

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cost</td>
<td>Accumulated Amortization</td>
</tr>
<tr>
<td>Leasehold Improvements</td>
<td>59,446</td>
<td>28,303</td>
</tr>
<tr>
<td>Office Equipment</td>
<td>10,569</td>
<td>5,186</td>
</tr>
<tr>
<td>OVCN Computer Equipment</td>
<td>74,059</td>
<td>27,403</td>
</tr>
<tr>
<td></td>
<td>144,074</td>
<td>60,892</td>
</tr>
</tbody>
</table>

6. LEASE COMMITMENTS

Volunteer MBC entered into a commercial lease commencing April 1, 2011 and running through March 31, 2020. In addition there are leases outstanding for office equipment. The future minimum lease payments, are as follows:

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Premises</th>
<th>Equipment Leases</th>
<th>All Leases</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>40,442</td>
<td>3,740</td>
<td>44,182</td>
</tr>
<tr>
<td>2016</td>
<td>37,725</td>
<td>1,265</td>
<td>38,990</td>
</tr>
<tr>
<td>2017</td>
<td>38,621</td>
<td>-</td>
<td>38,621</td>
</tr>
<tr>
<td>2018</td>
<td>39,529</td>
<td>-</td>
<td>39,529</td>
</tr>
<tr>
<td>2019-2020</td>
<td>81,836</td>
<td>-</td>
<td>81,836</td>
</tr>
<tr>
<td></td>
<td>238,153</td>
<td>5,005</td>
<td>243,158</td>
</tr>
</tbody>
</table>

7. VOLUNTEERED SERVICES

During 2014 the delivery of services and programs for Volunteer MBC was highly dependent upon the voluntary service of 320 exceptional volunteers. They freely donated in excess of 11,000 hours of their time. While the financial value of these donated services has not been recognized in these statements, the social economic impact for Volunteer MBC is immense.

8. CAPITAL MANAGEMENT

In managing capital, Volunteer MBC focuses on ensuring that there are sufficient financial resources to continue operations. The need for sufficient financial resources is considered in the preparation of annual and other budgets, and in the monitoring of cash flows and comparing actual results to budgets. As of December 31, 2014, Volunteer MBC has complied with its capital requirements, including those respecting external restrictions.
9. INCOME TAXES

Under section 149 of the Income Tax Act of Canada, the organization is not subject to income taxes.

10. FAIR VALUE OF FINANCIAL INSTRUMENTS

Risk Management Policy
The organization is exposed to various risks through its financial instruments. The following analysis provides a measure of the risks as at December 31, 2014:

Credit Risk
The organization provides credit to its clients in the normal course of operations. As the clients are usually municipalities or not-for-profit organizations the organization does not carry out credit checks.

Liquidity Risk
Like all entities, Volunteer MBC is exposed to the possibility of liquidity risk, if it were ever unable to meet its payment obligations.

Fair Value
The carrying value of cash, accounts receivable, and accounts payable approximate their fair values due to their short term nature.

The extent of Volunteer MBC's exposure to the above risks did not change during 2014.

11. CASH & CASH EQUIVALENTS
Cash & Cash Equivalents are made up of the following:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>207,573</td>
</tr>
<tr>
<td>Term Deposits</td>
<td>377,579</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>585,152</strong></td>
</tr>
</tbody>
</table>

12. ACRONYMS

Volunteer MBC employs the following acronyms in these financial statements and other reports:

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CTW</td>
<td>Change The World</td>
</tr>
<tr>
<td>Foundations</td>
<td>Mississauga Community Foundation, Green Shield Canada Foundation</td>
</tr>
<tr>
<td>MCIIT</td>
<td>Ministry of Citizenship &amp; Immigration &amp; International Trade</td>
</tr>
<tr>
<td>Municipalities</td>
<td>The City of Mississauga, The City of Brampton &amp; The Town of Caledon</td>
</tr>
<tr>
<td>OVCN</td>
<td>Ontario Volunteer Centre Network, an operation being managed by VMBC.</td>
</tr>
<tr>
<td>OTF-Shared</td>
<td>Ontario Trillium Foundation Shared Service Model</td>
</tr>
<tr>
<td>SUYVA</td>
<td>Step Up Youth Volunteer Ambassadors</td>
</tr>
</tbody>
</table>

The Auditor's Report Is Attached To This Statement

1083 Britannia Road East, Mississauga, Ontario L4W 3X1 (905) 670-8890 Fax (905) 670-8891  
www.ormack.com email: gormsby@ormack.com
## 7.2-21

### SCHEDULE 1

#### VOLUNTEER MISSISSAUGA BRAMPTON CALEDON

**STATEMENT OF REVENUE & EXPENDITURE BY PROGRAM & ACCUMULATED EXCESS OF REVENUE**

**FOR THE YEAR ENDED DECEMBER 31, 2014**

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>CORE</th>
<th>REGION OF PEEL</th>
<th>TRILLIUM</th>
<th>UNITED WAY</th>
<th>VOLUNTEER CERTIFICATION</th>
<th>MCIHT</th>
<th>INITIATIVE</th>
<th>OVCN</th>
<th>FOUNDATIONS</th>
<th>MUNICIPALITIES</th>
<th>GRANTS ONTARIO</th>
<th>SPORTS</th>
<th>2014 Total</th>
<th>2013 Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Region Of Peel Sustainable Fund</td>
<td>134,577</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>134,577</td>
<td>106,121</td>
</tr>
<tr>
<td>The Region Of Peel Small Capital Fund</td>
<td>-</td>
<td>4,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,500</td>
</tr>
<tr>
<td>The Trillium Foundation of Ontario</td>
<td>-</td>
<td>-</td>
<td>75,114</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>75,114</td>
<td>80,991</td>
</tr>
<tr>
<td>United Way Of Peel Region</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>82,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>82,000</td>
<td>82,819</td>
</tr>
<tr>
<td>United Way Of Peel Region - Other</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,500</td>
</tr>
<tr>
<td>Municipalities - Mississauga, Brampton &amp; Caledon</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>15,887</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>15,887</td>
<td>16,500</td>
</tr>
<tr>
<td>Mississauga Community Foundation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,135</td>
<td>5,294</td>
</tr>
<tr>
<td>Green Shield Canada Foundation</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,294</td>
</tr>
<tr>
<td>Grants Ontario-Sports Grant</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,135</td>
<td>5,294</td>
</tr>
<tr>
<td>Skills For Change</td>
<td>4,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,500</td>
<td>5,294</td>
</tr>
<tr>
<td>Project Management Fees</td>
<td>87,287</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>24,327</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>111,614</td>
</tr>
<tr>
<td>Conference &amp; Workshop Fees &amp; Memberships</td>
<td>27,455</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>9,748</td>
<td>27,203</td>
</tr>
<tr>
<td>Donations</td>
<td>1,419</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>180</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest</td>
<td>2,136</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,136</td>
</tr>
<tr>
<td>Service Canada - Summer Student</td>
<td>4,981</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>4,981</td>
</tr>
<tr>
<td>Ministry of Citizenship &amp; Immigration &amp; International Trade</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>15,789</td>
<td>300</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>11,853</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>141,567</td>
<td>139,577</td>
<td>75,114</td>
<td>84,500</td>
<td>32,645</td>
<td>471,871</td>
<td>143,668</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,228,698</td>
<td>673,205</td>
</tr>
</tbody>
</table>

### EXPENDITURE

| Audit & Legal | 3,203 | - | - | - | - | - | - | - | - | - | - | - | 10,085 | 4,369 |
| Management & Administration Fees | 8,012 | 37,950 | - | 1,052 | - | - | - | - | - | - | - | - | 37,950 | 44,328 |
| Premises Rental & Occupancy | - | 10,500 | 150 | 6,949 | 2,040 | - | - | - | - | - | - | - | 30,332 | 26,285 |
| Project Management Cost | 1,233 | 1,432 | - | - | - | - | - | - | - | - | - | - | - | 1,432 | 60 |
| Insurance | 10,300 | - | - | - | - | - | - | - | - | - | - | - | 7,203 | 8,109 |
| Amortization | - | - | - | - | - | - | - | - | - | - | - | - | 4 | 1,150 |
| Other (Recovery) | 7,698 | 3,110 | 100 | 1,186 | 258 | - | - | - | - | - | - | - | 49,498 | 18,851 |
| Program Costs | - | 2,648 | 572 | 251 | 1,804 | 372 | - | - | - | - | - | - | 5,647 | 3,673 |
| IT Support | 3,907 | - | - | - | - | - | - | - | - | - | - | - | 10,975 | 250 |
| Workshops | 1,473 | 517 | 1,364 | - | - | - | - | - | - | - | - | - | 306 | 930 |
| Website & Programming Tools & Web & Email Hosting | - | - | - | - | - | - | - | - | - | - | - | - | 137,909 | 4,443 |
| Office, Supplies, Postage & Delivery | 586 | 911 | 34 | 70 | 160 | 2,470 | 811 | - | - | - | - | - | 131 | 2,770 |
| Printing | 217 | 25 | 967 | - | - | - | - | - | - | - | - | - | 1000 | 561 |
| Marketing | - | - | - | - | - | - | - | - | - | - | - | - | 7,193 | 8,111 |
| Salaries & Benefits | 75,900 | 76,781 | 62,800 | 78,942 | 29,099 | 99,541 | 132,267 | 19,025 | - | - | - | - | 633,892 | 466,359 |
| Training & Travel | 5,387 | 565 | 1,196 | 1,729 | 39,273 | 22,692 | 250 | 3,958 | - | - | - | - | 75,050 | 16,345 |
| Other Program Costs | 983 | 4,968 | - | - | - | - | - | - | - | - | - | - | 86,634 | 3,186 |
| **Total** | 107,915 | 138,784 | 75,113 | 84,500 | 32,643 | 473,649 | 190,275 | 21,021 | - | - | - | - | 1,196,694 | 663,713 |

#### NET EXCESS OF REVENUE (EXPENDITURE)

| -33,652 | 593 | 1 | - | - | 2 | 1,778 | (499) | 1 | 25 | 7 | - | 32,004 | 9,492 |

#### ACCUMULATED EXCESS OF REVENUE - Jan 1

| 104,599 | 104 | 520 | 30 | (55) | - | - | 489 | (703) | - | 1,504 | - | 171,296 | 161,904 |

#### ACCUMULATED EXCESS OF REVENUE - Dec 31

| 138,251 | 697 | 521 | 30 | (55) | (1,778) | (10) | (702) | 1,529 | - | 7 | - | 203,400 | 171,396 |

The Auditor's Report Is Attached To This Statement

1083 Britannia Road East, Mississauga, Ontario L4W 3X1 (905) 670-8890 Fax (905) 670-8891
www.ormack.com email: gormsby@ormack.com
Date: 2016-02-04

Subject: Supplementary Report: Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, Ward 10

Contact: Ann Pritchard, Manager, Realty Services, (905) 874-2131

Recommendations:

1. THAT the report from Ann Pritchard, Manager, Realty Services, dated February 4, 2016, to the Community and Public Services Committee Meeting of February 17, 2016, re: Supplementary Report: Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, EHS, Ward 10, be received; and,

2. THAT a by-law be passed to stop up and permanently close and declare surplus to the City’s requirements that portion of the original Countryside Drive road allowance, lying between Lots 15 and 16, Concession 6, EHS, being that part of PIN 14222-0309 (LT), designated as Parts 1, 2 and 5 on the draft reference plan prepared by Young & Young Surveying Inc., Project 15-B6831, in the City of Brampton, Regional Municipality of Peel, and that permanent easement rights be retained over said Part 5 in connection with underlying municipal infrastructure.

Overview:

- Countryside Drive, between Torbram Road to the west and Airport Road to the east, was widened and realigned to accommodate four lanes with reconstruction completed in 2015. The realignment rendered certain sections of the original road allowance no longer required for traffic, sidewalk or surface utility purposes, as determined in consultation with stakeholder staff. Where no other municipal purpose has been identified for road redundant parcels, the property may be considered to be surplus to the City’s requirements.

- Certain of the redundant road parcels have already been declared surplus and sold. The surplus portion of the original Countryside Drive road allowance subject to this report (the “Subject Road Parcel”) is
located on the south side of Countryside Drive, west of Yellow Avens Boulevard.

- This report recommends that the Subject Road Parcel be stopped up and permanently closed as public highway and be declared surplus to the City’s requirements so that the surplus lands can be sold.

- City staff has confirmed that there is an underground storm sewer connection located within the Subject Road Parcel, for which the City will need to retain permanent easement rights over Part 5 on the draft reference plan, in the event of a sale.

- Public notice of the City’s intention to declare the Subject Road Parcel surplus to the City’s requirements has been given in accordance with the City’s Procedure By-law.

Background:

Countryside Drive, between Torbram Road to the west and Airport Road to the east, was widened and realigned to accommodate four lanes, with construction completed in 2015. The realignment rendered certain sections of the original road allowance no longer required for traffic, sidewalk or surface utility purposes. Where no other municipal purpose has been identified for road redundant parcels, they’re considered to be surplus to the City’s requirements.

Certain of the redundant road parcels have already been declared surplus and sold. The surplus portion of the original Countryside Drive road allowance subject to this report (the “Subject Road Parcel”) is located on the south side of Countryside Drive, west of Yellow Avens Boulevard, as shown on Appendix A.

This report recommends that the Subject Road Parcel be stopped up and permanently closed as public highway and be declared surplus to the City’s requirements so that the surplus lands can be sold.

City staff has confirmed that there is an underground storm sewer connection located within the Subject Road Parcel, for which the City will need to retain permanent easement rights in the event of a sale.

Current Situation:

As the Subject Road Parcel is no longer required for road purposes, and is not suitable for other municipal use, staff is supportive of the Subject Road Parcel being permanently closed as a public highway, and declared surplus to the City’s requirements. This would render the surplus lands saleable provided certain conditions are met by the purchaser, including, but not limited to, accepting the lands subject to an easement in connection with the existing sewer infrastructure. Public notice of intent to stop up and permanently close and declare surplus the Subject Road Parcel, has been made in accordance with the City’s procedure by-law.
Corporate Implications:

Financial Implications:
There are no financial implications in connection with the recommendations of this report.

Planning and Infrastructure Services:
is in agreement with the proposal to declare the Subject Road Parcel surplus to the City’s requirements

Legal Services:
will register the by-law to stop up and permanently close the Subject Road Parcel.

Strategic Plan:
The recommendations of this report support the Corporate Strategy of Good Government, specifically the goal to “Practice proactive, effective and responsible management of municipal assets”, in this case, through surplus declaration of redundant property

Conclusion:
It is in the best interest of the City to stop up and permanently close and declare surplus to the requirements of the municipality, the Subject Road Parcel, being an untraveled portion of the original Countryside Drive road allowance, so that the redundant lands may be disposed of.

Ann Pritchard, Manager,
Realty Services

Al Meneses, Executive Director, Facility Services

Appendix:
Appendix “A” – Illustration of the Subject Road Parcel

Report authored by: Lisa Lieu
Appendix A

Illustration of Subject Road Parcel
(depicted in bold outline)
(Reference Plan by Young & Young Surveying Inc.- Project 15-B6831)
Date: 2016-01-13

Subject: To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705, Ward 10

Contact: Ann Pritchard, Manager, Realty Services, 905-874-2131

Recommendations:

1. THAT the report from Ann Pritchard, Manager, Realty Services, dated January 13, 2016, to the Community and Public Services Committee Meeting of February 3, 2016, titled Recommendation Report: To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705, Ward 10, be received; and,

2. THAT a by-law be passed to stop up and permanently close and declare surplus to the City's requirements that portion of the original Countryside Drive road allowance, lying between Lots 15 and 16, Concession 6, EHS, being that part of PIN 14222-0309 (LT), designated as Parts 1 and 2 on draft reference plan prepared by Young & Young Surveying Inc, Project 15-6831, and to declare surplus a small portion of Block 94 on Plan 43M-1705, being that part of PIN 14221-3682 (LT), designated as Part 5 on the said draft reference plan, in the City of Brampton, Regional Municipality of Peel.

Overview:

- Countryside Drive, between Torbram Road to the west and Airport Road to the east, was widened and realigned to accommodate four lanes in 2014 and completed in 2015. The realignment rendered certain sections of the original road allowance no longer required for traffic, sidewalk or surface utility purposes as determined in consultation with stakeholder staff. Where no other municipal purpose has been identified for road redundant parcels, they may be considered to be surplus to the City's requirements.

- Certain of the redundant road parcels have already been declared surplus and sold. The surplus portion of the original Countryside Drive road allowance subject to this report (the “Subject Road Parcel”) is located on the south side of Countryside Drive, west of Yellow Avens.
This report recommends that the Subject Road Parcel be stopped up and permanently closed as public highway and be declared surplus, and that Part of Block 94 on Plan 43M-1705, lying adjacent to the original road allowance and also considered surplus to the City’s requirements (being Part 5, on the said draft reference plan) (“Part 5”), be declared surplus, to the City’s requirements so that the surplus lands can be sold.

City staff has confirmed that there is an underground storm sewer connection located within the Subject Road Parcel, for which the City will need to retain permanent easement rights in the event of a sale.

Public notice of the City’s intention to declare the Subject Road Parcel and Part 5 surplus to the City’s requirements has been given in accordance with the City’s Procedure By-law.

**Background:**

Countryside Drive, between Torbram Road to the west and Airport Road to the east, was widened and realigned to accommodate four lanes in 2014 and completed in 2015. The realignment rendered certain sections of the original road allowance no longer required for traffic, sidewalk or surface utility purposes. Where no other municipal purpose has been identified for road redundant parcels, they’re considered to be surplus to the City’s requirements.

Certain of the redundant road parcels have already been declared surplus and sold. The surplus portion of the original Countryside Drive road allowance subject to this report (the “Subject Road Parcel”) is located on the south side of Countryside Drive, west of Yellow Avens Boulevard.

This report recommends that the Subject Road Parcel be stopped up and permanently closed as public highway and be declared surplus, together with the surplus declaration of Part 5 to the City’s requirements so that the surplus lands can be sold.

City staff has confirmed that there is an underground storm sewer connection located within the Subject Road Parcel, for which the City will need to retain permanent easement rights in the event of a sale.

**Current Situation:**

As the Subject Road Parcel is no longer required for road purposes, and is not suitable for other municipal use, staff is supportive of the parcel being permanently closed as a public highway, and declared surplus together with the surplus declaration of Part 5. This would render the surplus lands saleable provided certain
conditions are met by the purchaser, including, but not limited to, accepting the lands subject to an easement in connection with the existing sewer infrastructure.

Public notice of intent to stop up and permanently close and declare surplus the Subject Road Parcel, and to declare surplus Part 5 has been made in accordance with the City’s procedure by-law.

**Corporate Implications:**

**Financial Implications:**
There are no financial implications in connection with the recommendations of this report.

**Planning and Infrastructure Services:**
is in agreement with the proposal to declare the Subject Road Parcel and Part 5 surplus to the City’s needs.

**Legal Services:**
will register the by-law to stop up and permanently close the Subject Road Parcel.

**Strategic Plan:**
This report achieves the Smart Growth priority by declaring lands surplus to the City’s requirements and thereby permitting the sale of surplus land for development in conjunction with adjacent lands, the recommendations of this report support the City’s strategic goal to Build Complete Communities.

**Conclusion:**
It is in the best interest of the City to stop up and permanently close and declare surplus to the requirements of the municipality, the Subject Road Parcel, being an untraveled portion of the original Countryside Drive road allowance, and to declare surplus Part 5, so that the redundant lands may be disposed of.

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Ann Pritchard, Manager, Realty Services
Al Meneses, Executive Director, Facility Services

**Appendices:**

- Appendix “A” – Illustration of the Subject Road Parcel
- Appendix “B” – Draft Reference Plan
- Report authored by: Lisa Lieu, Real Estate Coordinator
Appendix “A”
Illustration of Subject Road Parcel

Subject Road Parcel
Approximate Easement Location

Countryside Drive
Yellow Avenue Blvd
APPENDIX “B”
Draft Reference Plan
Changes to the Agenda
Community and Public Services Committee – February 17, 2016

1. The attached Public Notice regarding Item 5.1 (To Stop Up and Close and Declare Surplus a Portion of the Untraveled Original Countryside Drive Road Allowance, Lying Between Lots 15 and 16, Concession 6, EHS, and to Declare Surplus a Portion of Block 94, Plan 43M-1705 – Ward 10) was published in the Brampton Guardian on February 11, 2016 and is attached for your information.

2. The following item was listed on the published agenda to be distributed at the meeting.

Public Notice

NOTICE OF INTENTION TO STOP UP AND CLOSE, DECLARE SURPLUS AND DISPOSE OF PORTIONS OF THE COUNTRYSIDE DRIVE ROAD ALLOWANCE BETWEEN TORBRAM ROAD AND AIRPORT ROAD

Pursuant to By-law 160-2004, take notice that The Corporation of the City of Brampton intends to stop up and close, declare surplus and authorize the disposal of portions of the original Countryside Drive road allowance, lying between Lots 15 and 16, Concession 6, EHS, designated as Parts 1, 2 and 5 on the draft reference plan prepared by Young & Young Surveying Inc., Project 15-B6831. PIN 14222-0309 (LT).

EXPLANATORY NOTE

The City of Brampton has widened Countryside Drive between Torbram Road and Airport Road. The project required a new road alignment, and portions of the original Countryside Drive road allowance are no longer required for roadway, and may be stopped up, closed and declared surplus.

The surplus declaration will enable potential future disposal.

Community and Public Services Committee will consider this matter on February 17, 2016 at 9:30 a.m. in the Council Chambers, at the address below. Anyone wishing to be heard regarding this matter should contact, or make written comments to be received in the Clerk’s Office on or before 4:30 p.m., February 16, 2016. In the event that Committee chooses to defer consideration of the matter, no further public notice will be given.

A location map is available for review in the City Clerk’s Office at the address below, during regular business hours.

Dated: February 11, 2016

Peter Fay, City Clerk
2 Wellington St. West, Brampton, ON L6Y 4R2
905 874-2115 (voice), 905 874-2119 (fax), 905 874-2130 (TTY)
cityclerksoffice@brampton.ca
Thursday, February 04, 2016

Members Present:  Dean McLeod, Chair
                 Carmen Araujo, Treasurer
                 Norman Da Costa
                 Don Doan
                 Ken Giles
                 Elizabeth Harris-Solomon
                 Glenn McClelland
                 Harnek Singh Rai
                 Gurmit Singh
                 City Councillor J. Bowman – Wards 3 and 4
                 City Councillor G. Dhillon – Wards 9 and 10

Members Absent:   Stephen Clarke, Vice-Chair
                 Ron Noonan, Curator - regrets
                 Sindy Maguire - regrets
                 Mario Russo - regrets
                 City Councillor D. Whillans – Wards 2 and 6
                              (personal)

Staff Present:    Supa Meikle, Recreation Coordinator, Sports Services,
                 Public Services
                 Earl Evans, Deputy City Clerk, Corporate Services
Minutes
Brampton Sports Hall of Fame Committee

The meeting was called to order at 7:06 p.m., moved into Closed Session at 9:05 p.m., returned to Open Session at 9:15 p.m. and adjourned at 9:19 p.m.

1. Approval of Agenda

The following motion was considered.

SHF006-2016 That the agenda for the Brampton Sports Hall of Fame Committee meeting of February 4, 2016 be approved, as amended, as follows:

To add the following items:

7.4. Brampton Beast Game – Friday, April 1, 2016
7.5. Spring Sports Registration Dates
7.6. Binders of 2015 Clippings
7.7. Discussion re: Correspondence Needed in Response to Certain Nomination Submissions


Carried

Note: Later in the meeting, on a two-thirds majority vote to re-open the question, Item 7.7 was added to the agenda.

2. Declarations of Interest under the Municipal Conflict of Interest Act

Harnek Singh Rai declared a conflict of interest with respect to Closed Item 12.1 as a result of his 2016 nomination to the Brampton Sports Hall of Fame.

3. Previous Minutes

3.1. Minutes - Brampton Sports Hall of Fame Committee - January 21, 2016

The minutes were considered and the recommendations were approved by Council on January 27, 2016. The minutes are provided for Committee’s information.

4. Delegation/Presentations – nil
5. Reports

5.1. Report from Don Doan, Chair, Constitution Sub-Committee, dated December 2015, re: Brampton Sports Hall of Fame Proposed Changes to Constitution - Draft #2.

Don Doan, Chair, Constitution Sub-Committee, summarized proposed changes to the Brampton Sports Hall of Fame Constitution that were circulated earlier in draft. He mentioned the following sections of the Constitution for consideration:

- Apply for grant, no line item in Public Services department budget; Supa to confirm; if so, will remove all mention to community grant process
- Duties of Sub-Committee chairs requires input from those in the positions
- December 15 nomination deadline too early as much work is required before the May event - suggest change in deadline date
- Former reference to Secretary to be replaced by Public Services rep.
- Any changes in nomination process, eg review criteria

Supa Meikle questioned the process for the publication of nomination results, as required by the current wording in the Constitution. Ten days may not be sufficient; 30 days may be more appropriate. Earl Evans, Deputy Clerk, explained that Council had approved the decision of this Committee without providing the names that were approved, allowing the Committee to make the announcement.

Mr. Doan requested input from specific individuals with regard to aspects of the Constitution, with changes requested by email by February 25. This will allow all proposed changes to be presented for Committee consideration at its next meeting.

The following motion was considered.

SHF007-2016 That the report from Don Doan, Chair, Constitution Sub-Committee, dated December 2015, to the Brampton Sports Hall of Fame Committee meeting of February 4, 2016, re: Brampton Sports Hall of Fame Proposed Changes to Constitution, be received.

Carried

6. Sub-Committees
6.1. **Minutes – Marketing Sub-Committee – January 7, 2016**  
(Norman Da Costa and Mario Russo, Co-Chairs, Marketing Sub-Committee)

Norman Da Costa, Co-Chair, Marketing Sub-Committee, presented the Minutes of the Marketing Sub-Committee from its meeting on January 7, 2016. He reported that the cost of the promotional boards is $40-60 and further direction from the full Committee is requested. He noted the need for greater online and social media presence. The Sub-Committee is considering short term, mid-range and long term objectives. The marketing plan is not complete until the marketing consultant is hired.

The following motion was considered.

**SHF008-2016** That the Minutes of the Marketing Sub-Committee meeting of January 7, 2016, to the Brampton Sports Hall of Fame Committee meeting of February 4, 2016, be received.

Carried

6.2. **Minutes – Events Sub-Committee – January 14, 2016**  
(Elizabeth Harris-Solomon and Sindy Maguire, Co-Chairs, Events Sub-Committee)

Elizabeth Harris-Solomon, Co-Chair, Events Sub-Committee, presented the Minutes of the Events Sub-Committee meeting of January 14, 2016. She noted that Stephane Mukendi, the alternate member of the Sports Hall of Fame, appointed by Council, attended this meeting. He is a member of the Brampton School Traffic Safety Committee and a university student who is eager to understand this Committee’s function and to assist.

Ms. Harris-Solomon reported that she met with Kimberley Marquis, a new staff member in the City’s Festivals and Special Events Office. They will continue to meet monthly leading up to the event in May.

With regard to budget, this year’s budget has been created based on last year’s expenses. Additional revenue is needed, perhaps from sponsors and the event program. The Sub-Committee may consider different ways to more thoroughly address the event budget for 2017. For this year, the Committee will maintain current expense levels, and consider seeking in-kind services. It was noted that old sponsor plaques will be removed to provide space for new displays.

The event “critical path” has been established with draft deadlines established. These will be fine-tuned by the Sub-Committee. One important upcoming date is Chair McLeod’s attendance at the next sport alliance meeting. He will speak to the sports affiliates to inform them of the May event
and to build a relationship with sports affiliates. He will seek input on the type of event that they want to attend.

The following motion was considered.

SHF009-2016 That the Minutes of the Events Sub-Committee meeting of January 14, 2016, to the Brampton Sports Hall of Fame Committee meeting of February 4, 2016, be received.

Carried

7. **Other/New Business**

7.1. Discussion at the request of Dean McLeod, Chair, re: **Possible Amendments to the Brampton Sports Hall of Fame Constitution as it relates to:**

- the number of nominations permitted to be kept on file for each person
- the deadline for the submission of nomination forms

Dean McLeod, Committee Chair, outlined the problem that arises when more than one nomination is received for a nominee. In particular, the concern is which biographical details should be used. All nomination materials should be reviewed for completeness and possible use but Committee questioned by whom. If and when a second nomination arrives, one option is to disqualify the first nomination and use only the more recent one. Another option is to ask the nominators to meet and refine the details into one nomination.

However, Committee members expressed concern that the members of the public should not be expected to work together on this aspect of a nomination, even though presumably, they would know each other, at least through the nominee. With regard to providing all nomination materials to the Nominations Sub-Committee, Committee members expressed concern that there may be too much material (eg. two or three times the usual amount).

Committee discussed the possibility of disqualifying a nomination but suggested that only a nominee should be able to disqualify his/her own nomination. Also, it was noted that the nomination of a deceased person could be withdrawn by an heir only. With regard to the nomination deadline, the question is when the "clock starts" regarding the submission of nomination forms.

Members agreed that this year's nominations were received in a satisfactory manner and that this matter may be discussed in the context of possible amendments to the Constitution.

No direction was provided on this matter at this time.
7.2. Discussion at the request of Dean McLeod, Chair, re: Last Brampton Sports Hall of Fame Committee Group Picture.

Chair Dean McLeod reported that the group photo of last year’s Committee is available on disc. Mr. McLeod compiled the requests of current members as to their preference for receiving the photograph in paper format or mounted as a plaque. The Clerk’s office has agreed to distribute the photographs to former members.

7.3. Discussion at the request of Elizabeth Harris-Solomon, Event Sub-Committee Co-Chair, re: Date for the 2017 Brampton Sports Hall of Fame Induction Ceremony.

Elizabeth Harris-Solomon, Co-Chair, Events Sub-Committee, reported that the Rose Theatre has indicated a “scheduling conflict” for the date of the 2017 Sports Hall of Fame induction ceremony. Due to a City dance program that conflicts with the 2017 event date, the Rose Theatre has asked the Committee to consider an alternate date, one week earlier, on Tuesday, May 2 or Wednesday, May 3, 2017.

Committee discussed the pros and cons of holding the event on a Tuesday versus a Wednesday, as well as maintaining the usual timing in relation to Mother’s Day.

The following motion was considered.

SHF010-2016 That the date of the 2017 Brampton Sports Hall of Fame induction ceremony be finalized as Tuesday, May 2, 2017.

Carried

7.4. Brampton Beast Game – Friday, April 1, 2016

Chair Dean McLeod provided details of a special evening to announce the 2016 inductees, at a Brampton Beast hockey game on Friday evening, April 1. Two spectator boxes have been donated to host inductees, and inductees will participate in a ceremonial puck drop.

Mr. McLeod outlined the event as it occurred last year and explained arrangements for this year’s event. Committee discussed the number of tickets needed for inductees, members and guests, totaling 28 to 35.

Supa Meikle and Dean McLeod have met with some of the 2016 inductees
and presented the congratulatory letters in person. They mentioned that this proposed event was received favourably by the new inductees.

Although there was discussion regarding other invited guests such as Sports Hall of Fame inductees from previous years, Committee agreed to keep the focus on the new inductees. Chair McLeod will discuss the proposed hospitality requirements with the host of the spectator boxes.

Members were asked to confirm their attendance as soon as possible.

7.5. **Spring Sports Registration Dates**

The Marketing Sub-Committee is considering opportunities available in the community to market the annual Sports Hall of Fame event. One such opportunity is the Spring Sports Registration events taking place in late February and early March. The locations are Century Gardens Recreation Centre and Terry Miller Recreation Centre. On each date in February and March, one or more members could be present at a table and provide information on the Sports Hall of Fame.

Members were asked to let Elizabeth Harris-Solomon know by email if they are available, which dates and whether comfortable alone or prefer to be on duty with another member.

7.6. **Binders of 2015 Clippings**

Ken Giles, Committee Member, reported that he had completed 2015 binders of clippings on Brampton athletes to be kept for future reference. Binders for previous years are on file as well. Although there may be some duplication, the binder contents will be helpful for consideration and reference by the Nomination Sub-Committee in the future. There are 300-400 names in the binders. Discussion took place on the Brampton athletes who are profiled in these media clippings and the importance of this material for future / potential nominations. Mr. Giles was recognized for his contribution and the importance of receiving regular updates on this media material.

The following motion was considered.

**SHF011-2016** That the agenda for Sports Hall of Fame Committee meetings include an item on an ongoing basis entitled “News Items – Future / Potential Inductees – Ken Giles”, with this item to be included under the Other / New Business section.

Carried
7.7. Discussion re: Correspondence Needed in Response to Certain Nomination Submissions

Note: Later in the meeting, on a two-thirds majority to re-open the question, Item 7.7 was added to the agenda.

Discussion took place regarding one letter of nomination that was not accepted this year as it was received after the deadline. Committee inquired as to how the nominator would be informed. It was noted that this nomination could be submitted next year.

The following motion was considered.

SHF012-2016 That the Chair of the Brampton Sports Hall of Fame Committee be authorized to make a courtesy call regarding the nomination form that was not considered in 2016 and to explain the process for the consideration of the individual as a potential/future candidate for the Sports Hall of Fame.

Carried

8. Correspondence

9. Information Items

10. Question Period

Committee asked the best method for publicizing the names of the new inductees, whether through a news release and/or as a posting on the Sports Hall of Fame website.

11. Public Question Period

12. Closed Session

Note: Harneek Singh Rai declared a conflict of interest with respect to Closed Item 12.1 as a result of his 2016 nomination to the Brampton Sports Hall of Fame. Mr. Rai left the meeting room and did not participate in the discussion.
Minutes
Brampton Sports Hall of Fame Committee

The following motion was considered.

SHF013-2016   That Committee proceed into Closed Session to discuss matters pertaining to the following:

12. 1. Personal matters about an identifiable individual, including municipal or local board employees – Minutes – Closed Session – Sports Hall of Fame Committee – January 21, 2016

Carried

After reconvening in Open Session, Chair Dean McLeod reported that in Closed Session, Committee acknowledged the Minutes of the Closed Session for the Sports Hall of Fame Committee meeting on January 21, 2016.

13. **Adjournment**

The following motion was considered.

SHF014-2016   That the Brampton Sports Hall of Fame Committee do now adjourn to meet again on Thursday, March 3, 2016.

Carried

Dean McLeod, Chair