

City of Mississauga

# Corporate Report



Date: August 14, 2023

Originator's files:

To: Chair and Members of General Committee

From: Shari Lichterman, CPA, CMA, City Manager and Chief  
Administrative Officer

Meeting date:  
September 6, 2023

## Subject

**Streamline Development Approval Fund – Final Report**

## Recommendation

That the Corporate Report dated August 14, 2023, entitled “Streamline Development Approval Fund – Final Report” from the City Manager and Chief Administrative Officer, be received for information.

## Executive Summary

- The Streamline Development Approval Fund is a \$45 million provincial program designed to assist Ontario’s largest municipalities modernize, streamline and accelerate processes for managing and approving housing applications.
- Under this program the City of Mississauga is eligible to receive up to \$1 million. There is no municipal cost-sharing requirement.
- Funding has been used to support the ‘Development Charges Invoicing Enhancements and Calculations’ (PN 22600). A consultant was retained to assist the City with developing a custom development charges (DCs), community benefits charges (CBCs) and cash-in-lieu of parkland (CIL) charges calculation and invoicing solution.
- This project was undertaken in response to the changes to DC and CIL calculations stemming from Bills 108, 197 and 23. The SAP solution is able to accommodate calculations that are more complex, track payments and also links to the City’s existing financial system.
- This Corporate Report is submitted as part of the mandatory requirements of the Streamline Development Approval Fund.

## Background

On January 19, 2022, the provincial government announced more than \$45 million for a new Streamline Development Approval Fund (SDAF), administered by the Ministry of Municipal Affairs and Housing (the Ministry). This fund will help Ontario's 39 largest municipalities modernize, streamline and accelerate processes for managing and approving housing applications.

Under this program, the City of Mississauga is eligible to receive up to \$1 million, and there is no municipal cost-sharing requirement. Previously, eligible expenses must be incurred between January 19, 2022 and February 28, 2023. However in late January of this year, the City received a letter from the Ministry indicating that the Province approved an extension to the SDAF project completion deadline to November 1, 2023.

The City required the services of a professional consulting firm to develop a custom solution to calculate, invoice and collect development charges (DC), cash-in-lieu of parkland (CIL) and community benefits charges (CBC) payments. The City issued an RFP and retained a third-party SAP consulting firm specializing in design thinking and configurable SAP Fiori applications.

Other eligible costs under the SDAF include temporary staffing to implement the project, which have been included as part of this submission.

## Comments

City staff have been working with the consultant to develop the custom invoicing solution and have arrived at a product that meets the needs of the ever-changing legislation. As a result of implementing the custom SAP invoicing solution, the following efficiencies are realized:

- An enhanced DC module that will function as a one-stop solution for the calculation, invoicing, collection, tracking and reporting of DCs, and simplifying the current workflow;
- Added functionality for calculating and invoicing the new CBC and DC deferral payments, which will eliminate manual invoicing and payment tracking;
- Ability to produce invoices with discounts and exemptions stemming from Bill 23 (e.g. – rental housing discount and gentle densification exemption);
- Invoicing and payment tracking, including statutory deferrals (e.g. – rental housing);
- Improved CIL Parkland charge determination/calculations within the system, improving workflow between departments, reducing staff time;
- Greater automation in the DC calculation process to reduce human errors and reduce staff time generating invoices/quotes;
- Enhancements to invoicing and payment recording/tracking, eliminating manual tracking and responding to changes in industry practices; and
- Improved revenue reporting capabilities, eliminating manual data manipulation and reducing staff time.

## Financial Impact

The City is eligible to receive up to \$1 million to fund PN 22600. Funding was provided through an initial upfront payment of \$500,000 within 30 days of execution of the Transfer Payment Agreement, and the remainder, based on project actuals will be provided upon submission and approval of the final report. The initial payment has been received.

The total estimated cost incurred to date is \$985,058.87 excluding HST. Of this amount, \$139,094.56 relates to labour recovery to implement the project.

## Conclusion

The Streamline Development Approval Fund provides the City with an opportunity to ensure it has the tools and resources it needs in place to support the development process without requiring a municipal contribution to do so.



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Shari Licherman, CPA, CMA, City Manager and Chief Administrative Officer

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