

AGENDA

GUELPH CITY COUNCIL

March 26, 2007 - 7:00 p.m.

Please turn off or place on non-audible all cell phones, PDAs, Blackberrys and pagers during the meeting.

- O Canada
- Silent Prayer
- Disclosure of Pecuniary Interest
- Confirmation of Minutes – March 5, 2007 (Councillor Laidlaw)
“THAT the minutes of the Council meeting held March 5, 2007 and the minutes of the Council meeting held in Committee of the Whole on March 5, 2007 be confirmed as recorded and without being read.”

REGULAR MEETING

DELEGATIONS

Resolution (Councillor Piper)

“THAT persons desiring to address Council be permitted to do so at this time.”

Delegations are limited to a maximum of five (5) minutes.

- a) Pesticide Use (Clause 8 of the Report of the Community Development & Environmental Services Committee):-
 - Zvonko Peteranac
 - Susan Watson
 - Dr. Ian Digby
- b) Development Priorities Plan (Clause 2 of the Report of the Community Development & Environmental Services Committee):-
 - Susan Watson

COMMITTEE OF THE WHOLE

Resolution – Councillor Salisbury

“THAT Council now go into Committee of the Whole to consider reports and correspondence.”

REPORTS FROM COMMITTEES OF COUNCIL AND OTHER COMMITTEES

- a) Community Development and Environmental Services Committee – 2nd Report
“THAT the SECOND REPORT of the Community Development and Environmental Services Committee be received and adopted.”
- b) Emergency Services, Community Services & Operations Committee – 2nd Report
“THAT the SECOND REPORT of the Emergency Services, Community Services & Operations Committee be received and adopted.”
- c) Finance, Administration and Corporate Services Committee – 2nd Report
“THAT the SECOND REPORT of the Finance, Administration and Corporate Services Committee be received and adopted.”
- d) Governance and Economic Development Committee – 2nd Report
“THAT the SECOND REPORT of the Governance and Economic Development Committee be received and adopted.”

Resolution:- Committee rise with leave to sit again (Councillor Wettstein)
“THAT the Committee rise with leave to sit again.”

Resolution:- proceedings in Committee of the Whole (Councillor Baily)
“THAT the action taken in Committee of the Whole in considering reports and correspondence, be confirmed by this Council.”

SPECIAL RESOLUTIONS

Councillor Laidlaw’s motion for which notice was given February 19, 2007:

THAT the citizen appointees who are appointed Chair of a City board or commission be limited to a maximum of 4 successive years as Chair.

BY-LAWS

Resolution:- First and Second Reading of By-laws. (Councillor Beard)

Verbal Resolution:- Council go into Committee of the Whole to consider the by-laws.

NOTE: When all by-laws have been considered, a member of Council should move “THAT the Committee rise and report the by-laws passed in Committee without amendment (or as amended).

Resolution:- Third Reading of By-laws. (Councillor Bell)

QUESTIONS

MAYOR'S ANNOUNCEMENTS

Please provide any announcements, to the Mayor in writing, by 12:00 noon on the day of the Council meeting.

NOTICE OF MOTION

ADJOURNMENT

Council Committee Room B
March 5, 2007 5:30 p.m.

A meeting of Guelph City Council.

Present: Mayor Farbridge, Councillors Beard, Bell, Billings, Burcher, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury and Wettstein

Absent: Councillor Baily

Staff Present: Mr. L. Kotseff, Chief Administrative Officer; Ms. Mr. G. Hunt Acting Director of Human Resources; Mr. D.A. Kennedy, Director of Finance/City Treasurer; Dr. J. Laird, Director of Environmental Services; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Community Design and Development Services; Mr. G. Stahlmann, Director of Community Services; Ms. T. Sinclair, Assistant City Solicitor; and Mrs. L.A. Giles, City Clerk/Manager of Council Administrative Services

1. Moved by Councillor Laidlaw
Seconded by Councillor Piper

THAT the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to Section 239 (2) (d) and (e) of the Municipal Act, with respect to:

- labour relations or employee negotiations;
- litigation or potential litigation.

Carried

The meeting adjourned at 5:31 o'clock p.m.

.....
Mayor

.....
Clerk

Council Committee Room B
March 5, 2007 5:32 p.m.

A meeting of Guelph City Council meeting in Committee of the Whole.

Present: Mayor Farbridge, Councillors Beard, Bell, Billings, Burcher, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury and Wettstein

Absent: Councillor Baily

Staff Present: Mr. L. Kotseff, Chief Administrative Officer; Ms. Mr. G. Hunt Acting Director of Human Resources; Mr. D.A. Kennedy, Director of Finance/City Treasurer; Dr. J. Laird, Director of Environmental Services; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Community Design and Development Services; Mr. G. Stahlmann, Director of Community Services; Ms. T. Sinclair, Assistant City Solicitor; and Mrs. L.A. Giles, City Clerk/Manager of Council Administrative Services

DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT

There were no declarations of pecuniary interest.

1. Moved by Councillor Kovach

Seconded by Councillor Laidlaw

THAT the outside legal counsel be permitted to address Council in Committee of the Whole.

Carried

Mr. Poch provided information to Council with respect to a matter subject to solicitor-client privilege.

2. Moved by Councillor Beard

Seconded by Councillor Kovach

Ms. L.E. Payne

THAT the Litigation Status Report dated February 15, 2007 be received for information.

Carried

3. Moved by Councillor Billings

Seconded by Councillor Burcher

Mr. J. Riddell

Ms. L.E. Payne

THAT staff be given direction with respect to a potential litigation matter.

Carried

4. Moved by Councillor Laidlaw

Seconded by Councillor Burcher

PASSED IN COUNCIL BY
SPECIAL RESOLUTION

THAT the compensation for the Non-Union Municipal Employees be increased by 3% effective January 1, 2007.

Carried

The meeting adjourned at 6:45 o'clock p.m.

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Mayor

.....
Clerk

Council Chambers
March 5, 2007

Council reconvened in formal session at 6:30 p.m.

Present: Mayor Farbridge, Councillors Beard, Bell, Billings, Burcher, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury and Wettstein

Absent: Councillor Baily

Staff Present: Mr. L. Kotseff, Chief Administrative Officer; Chief S. Armstrong, Director of Emergency Services; Mr. G. Hunt, Acting Director of Human Resources; Mr. D.A. Kennedy, Director of Finance/City Treasurer; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Community Design & Development Services; ; Mr. G. Stahlmann, Director of Community Services; Ms. T. Sinclair, Assistant City Solicitor; and Mrs. L.A. Giles, City Clerk/Manager of Council Administrative Services

DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT

There was no declaration of pecuniary interest.

1. Moved by Councillor Beard
Seconded by Councillor Hofland

THAT the minutes of the Council meetings held on February 19, 2007 and the minutes of the Council meeting held in Committee of the Whole on February 19, 2007 be confirmed as recorded and without being read.

Carried

REGULAR MEETING

2. Moved by Councillor Billings
Seconded by Councillor Burcher

THAT Council now go into the Committee of the Whole to consider reports and correspondence.

Carried

CONSENT AGENDA

The following item #A-1 was extracted from the Consent Agenda to be voted on separately.

- 3 Moved by Councillor Billings
Seconded by Councillor Watson

Ms. N. Shoemaker
Mr. J. Riddell
Dr. J.L. Laird
Mr. D. McCaughan
Mr. D.A. Kennedy
Ms. L.E. Payne

THAT Report 07-17 regarding a request for a Draft Plan Approval extension to the Watson East Subdivision (23T-98501) from Community Design and Development Services, dated March 5, 2007, be received;

AND THAT the application by Black, Shoemaker, Robinson and Donaldson Limited on behalf of Carson Reid Homes Limited and Simon Woods Limited for a five (5) year Draft Plan Approval extension to the Watson East Residential Subdivision (23T-98501) on lands legally described as Lot 6, Concession 4, Division "C" and Part of Lot 6, Concession 3, Division "C", City of Guelph be approved to an extended lapsing date of March 20, 2012, subject to the conditions outlined in Schedule 2 of the Community Design and Development Services Report 07-17 dated March 5, 2007, amended as follows:

- Clause 50 – to include "nutrient application" in the warning clause
- The developer shall satisfy all requirements and conditions of Canada Post including advisories and suitable mailbox locations. The developer shall ensure that the eventual lot/home owner is advised in writing by the developer/subdivider/builder that Canada Post has selected the municipal easement to their lot for a Community Mail Box installation and the developer shall be responsible for the installation of concrete pads in accordance with the requirements of Canada Post, in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes. The concrete pads are to be poured at the time of curb installation within each phase of the subdivision.

Carried

Mr. J. Riddell
Ms. L.E. Payne
Mr. D. McCaughan

5. Moved by Councillor Billings
Seconded by Councillor Burcher
THAT in future applications for draft plan approval of subdivisions and extension of draft plan approvals, where those plans may require community mail boxes, staff shall automatically include the condition relating to the construction of concrete pads for future community mail box installation.

Carried

6. Moved by Councillor Burcher
Seconded by Councillor Billings
THAT the Committee rise with leave to sit again.

Carried

7. Moved by Councillor Findlay
Seconded by Councillor Piper
THAT the action taken in Committee of the Whole in considering reports and correspondence, be confirmed by this Council.

Carried

SPECIAL RESOLUTIONS

Mr. G. Hunt

8. Moved by Councillor Laidlaw
Seconded by Councillor Burcher
THAT the compensation for the Non-Union Municipal Employees be increased by 3% effective January 1, 2007.

Carried

BY-LAWS

9. Moved by Councillor Hofland
Seconded by Councillor Beard
THAT leave be now granted to introduce and read a first and second time By-laws Numbered (2007)-18246 to (2007)-18250, inclusive.

Carried

The By-laws were read a first and second time at 7:08 o'clock p.m.

Council went into Committee of the Whole on By-laws Numbers (2007)-18246 to (2007)-18250, inclusive.

Mayor Farbridge in the Chair.

At 7:09 o'clock p.m., the Committee rose and reported By-laws Numbered (2007)-18246 to (2007)-18250, inclusive, passed in Committee without amendment.

10. Moved by Councillor Kovach
Seconded by Councillor Laidlaw
THAT By-laws Numbered (2007)-18 246 to (2007)-18250, inclusive, be read a third time and passed.

Carried

The By-laws were read a third time and passed at 7:09 o'clock p.m.

MAYOR'S ANNOUNCEMENTS

The Mayor announced that Council was currently in transition with respect to its new meeting schedule, and that future meetings would be greater in length as the Standing Committee reports come proceed through the decision making process.

NOTICE OF MOTION

Councillor Findlay advised that he would be presenting a notice of motion at a future Council meeting with respect to parking at the new Civic Administration Complex.

ADJOURNMENT

The meeting adjourned at 7:12 o'clock p.m.

Minutes read and confirmed March 26, 2007.

.....
Mayor

.....
Clerk

REPORT OF THE COMMUNITY DEVELOPMENT AND ENVIRONMENTAL SERVICES COMMITTEE

March 26, 2007

Her Worship the Mayor and
Councillors of the City of Guelph.

Your Community Development and Environmental Services Committee beg leave to present their **SECOND REPORT** as recommended at its meeting of March 9, 2007.

CLAUSE 1 THAT the request for variances from the Sign By-law for 785 Woodlawn Road West, to permit a freestanding sign to be situated 3 metres (9.84') from the front property line be refused;

AND THAT the request to permit a freestanding sign to be situated 2 metres (6.56') from the side property line, and 9.63 metres (31.56') from a freestanding sign on a neighbouring property for Guelph Hyundai, be approved.

CLAUSE 2. WHEREAS Schedule 7 of the 2007 Development Priorities Plan shows the total potential lots created by draft and registered plans of subdivision for 2006 yields approximately a 7 year supply of lots;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Development Priorities Plan with a reduction in the number of draft plan approved units to be considered in 2007 by 200, and that staff develop a list of draft plan approved developments for Council based on this reduced number;

AND THAT staff be directed to use the Development Priorities Plan to manage the timing of development within the City for the year 2007;

AND THAT staff be directed to use the standard for the DPP flexibility clause described in Community Design and Development Services Report 07-21 as amended to include the posting of a letter of credit in addition to the signing of the subdivision agreement ;

AND THAT amendments to the timing of development, as outlined by Schedule 2, 3 and 4 of the plan, be permitted only by Council approval, unless it can be shown that there is no impact on the capital budget and the dwelling unit targets for 2007 are not exceeded;

AND THAT staff be directed to include the recommended changes to the 2008 Development Priorities Plan, as identified in Community Design and Development Services Report 07-06, to respond to the Provincial Growth Plan for the Greater Golden Horseshoe.

CLAUSE 3. THAT Report #07-13 from the Community Design and Development Services, dated March 9, 2007 regarding an Ontario Municipal Board hearing for 129 Elizabeth Street be received;

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March 26, 2007

Report of the Community Development & Environmental Services Committee

AND THAT City Council authorizes appropriate City staff to attend the upcoming Ontario Municipal Board hearing to support the decision of the Committee of Adjustment to refuse Application A-152/06 for a minor variance at 129 Elizabeth Street.

CLAUSE 4. THAT the Community Design and Development Services Report 07-12, dated March 9, 2007, be received;

AND THAT the proposed master plan for Eastview Community phase 4 A subdivision park be approved;

AND THAT the park be named 'Summit Ridge Park';

AND THAT staff be directed to proceed with the implementation of the park master plan.

CLAUSE 5. THAT Guelph City Council approve the formation of a Public Steering Committee for the Waste Management Master Plan consisting of:

- Mayor;
- Chair of the Community Development & Environmental Services Committee;
- two members from the Green Plan Steering Committee
- one member from the Guelph Chamber of Commerce
- one member from the University of Guelph
- two members at large from the community

AND THAT the two community positions be advertised on the City Page in the Guelph Tribune;

AND THAT the names of all applicants come back to the Community Development & Environmental Services Committee for approval;

AND THAT staff report back to the Community Design & Environmental Services Committee with a workplan which makes provision for reporting on a quarterly basis for the proposed Public Steering Committee for the Waste Management Master Plan.

CLAUSE 6. THAT the report of the Director of Environmental Services dated March 9, 2007 entitled Organic Plant Commissioning Update, be received;

AND THAT staff to report back to the Community Development & Environmental Services Committee with a work plan which makes provision for reporting on a quarterly basis;

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March 26, 2007

Report of the Community Development & Environmental Services Committee

AND THAT staff be directed to release a Request for Expression of Interest to explore options regarding proven processing technologies to divert waste from landfill and report back to Council and report back to the Community Development & Environmental Services Committee in May 2007;

AND THAT the City of Guelph engage the immediate community in the organic plant commissioning.

CLAUSE 7. THAT the proposed Healthy Landscape Education Program as outlined in the Community Development & Environmental Services Committee report Healthy Landscape Education Program dated March 9th, 2007 be adopted for implementation;

AND THAT staff report annually on the effectiveness of the Healthy Landscapes Education Program and the current state of pesticide research;

AND THAT the Healthy Landscape Technician position be part of Environmental Services staff complement and be charged with the successful implementation and on going enhancement and development of the Healthy Landscape Education Program.

AND THAT staff report in June on the results of a random telephone survey designed to measure community attitudes towards pesticide use and its restrictions, to provide a benchmark for the Healthy Landscapes Education Program and potential by-law to and to provide information to assist with the ongoing development of the education program;

AND THAT staff report back on allocating a portion of the funds for Insight Guelph for the production and distribution of a lawn/garden care brochure focusing on lawn tips and promoting alternative techniques and practices that do not require the use of pesticides for 2007/2008.

CLAUSE 8. THAT Council support the development of a by-law that would phase out the use of pesticides for non-essential purposes;

AND THAT staff report back with a by-law that would phase out the use of pesticides for non-essential purposes along with any necessary exemptions for the protection of health, research and the production of food and an implementation and enforcement plan.

All of which is respectfully submitted.

Councillor Lise Burcher, Chair
Community Development & Environmental Services Committee



City
of
Guelph

Report: 07-02

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

TO: COMMUNITY DEVELOPMENT AND ENVIRONMENTAL
SERVICES COMMITTEE

DATE: FEBRUARY 9, 2007

SUBJECT: SIGN BY-LAW VARIANCES FOR GUELPH HYUNDAI AT 785
WOODLAWN ROAD WEST

RECOMMENDATION:

"THAT, the request for variances from the Sign By-law for 785 Woodlawn Road West, to permit a freestanding sign to be situated 3 metres (9.84') from the front property line be refused.

AND THAT the request to permit a freestanding sign to be situated 2 metres (6.56') from the side property line, and 9.62 metres (31.56') from a freestanding sign on a neighbouring property for Guelph Hyundai, be approved."

BACKGROUND:

Guelph Hyundai, located at 785 Woodlawn Road West has requested variances from the Sign By-law to permit a new freestanding sign to be constructed in the same location as an existing freestanding sign.

REPORT:

Guelph Hyundai is located on Woodlawn Road West (see Schedule A-Location Map). The proposed new pylon sign is to replace an existing legal non-conforming sign (see Schedule B).

Variances are required from the Sign By-law because the pylon sign in this SC. 2 commercial zone is required to be setback from the front property line 6 metres (19.68') and 3 metres (9.84') from the side lot line. Additionally, there is a requirement of a 30 metre (98.42') separation distance between a sign on one

property and a sign on an adjacent property. The sign on the adjacent property is setback 7.62 metres (25') from the side lot line. Therefore, the total separation distance proposed is 9.62 metres (31.56').

The owner has requested that the variances be approved because the existing sign has been in place for 13 years and would like to have a new sign in the same location.

The requested variances are as follows:

Freestanding Sign (Service Commercial SC.2 zone)	By-law Requirements	Requests
Permitted location on private property:		
Front yard setback:	6.0 metres	3.0 metres
Side yard setback:	3.0 metres	2.0 metres
Minimum Required Separation Distance between signs	30.0 metres	9.62 metres

The requested variance from the Sign By-law for front yard setback is recommended to be refused because:

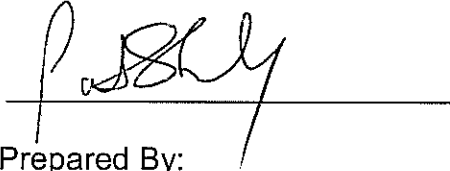
- The front yard setback for the existing sign is not in keeping with the intent of the Sign By-law No. (1996)-15245. This sign received approval in 1993 before the present by-law was in place. The attached photos on Schedule C (Existing Signage) illustrate that it is far ahead of the other signs in the recent vicinity and the opportunity now arises to have the setback conform to the by-law.

The requested variances from the Sign By-law for side yard setback and separation distance are recommended to be approved because:

- There are no sight line issues with the side yard setback and location from the sign on the neighbouring property.

ATTACHMENTS:

Schedule A- Location map
Schedule B- Existing Sign Location
Schedule C- Existing Signage



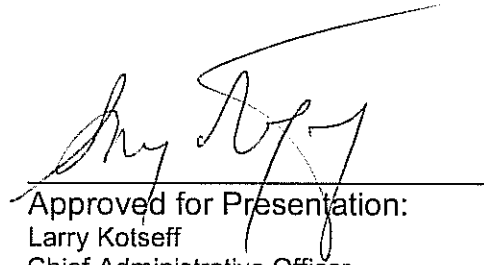
Prepared By:
Pat Sheehy
Zoning Inspector
837-5615 ext. 2388
patrick.sheehy@guelph.ca



Recommended By:
Bruce A. Poole
Chief Building Official
837-5615 ext. 2375
bruce.poole@guelph.ca

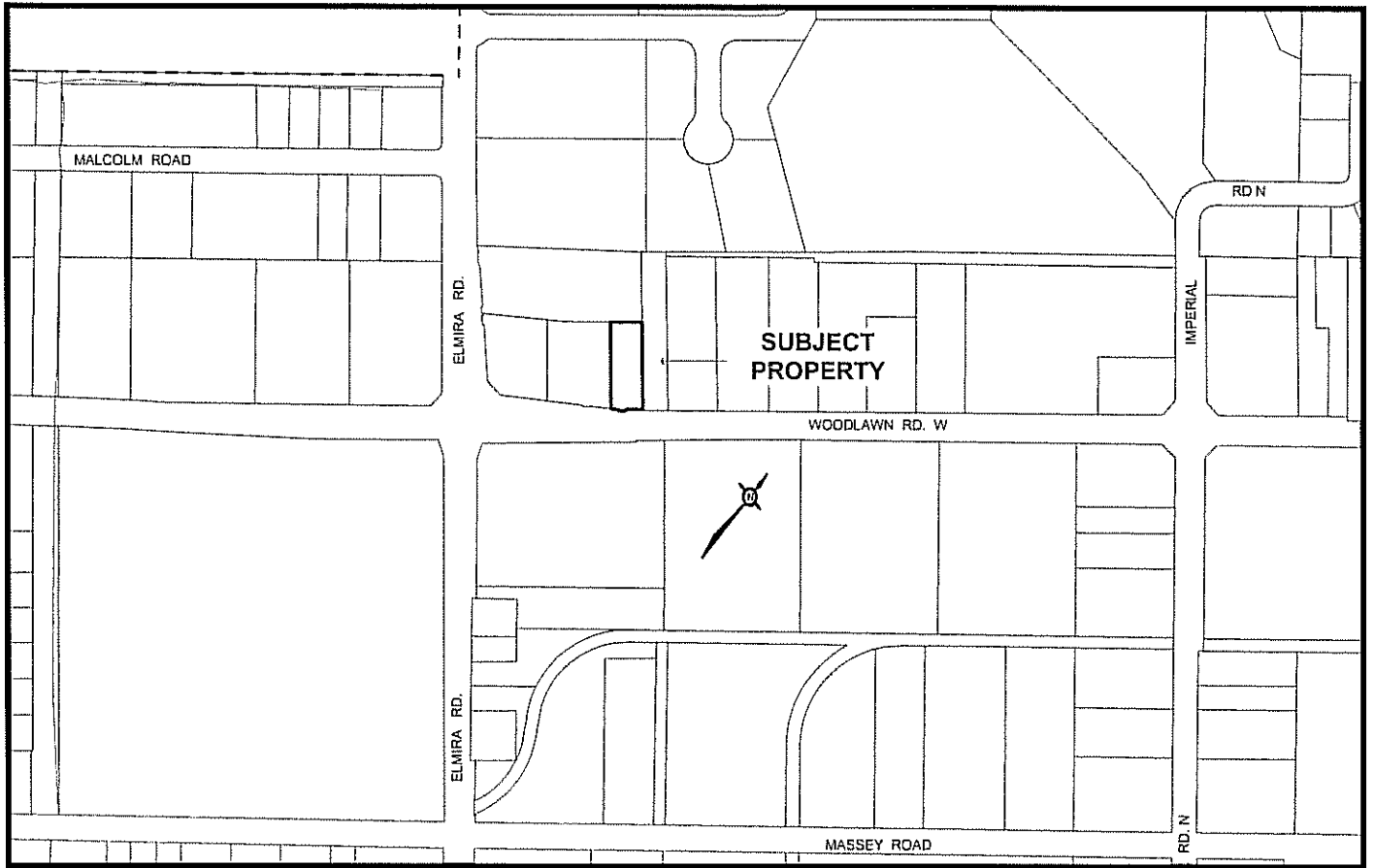


Recommended By:
James N. Riddell
Director of Planning and Development Services
837-5616 ext. 2361
jim.riddell@guelph.ca



Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

**SCHEDULE A
LOCATION MAP**



[illegible]

**SCHEDULE C
EXISTING SIGNAGE**

Existing Sign



A Great Place to Call Home

Dear Councilors,

Guelph Hyundai has been in business since 1984. We presently employ twenty-two people.

In the past year we have given our support to the Red Cross, Adopt-a-family, Guelph Soccer, Make-a-Wish Foundation, CF Research, Grand River Hospital Foundation, Co-Operators United Way Campaign, Air Cadet Program, Homewood Health Centre, Victim Services Wellington, Top Shot Hockey Inc., Crime stoppers, Royal Canadian Legion and the GCVI Music Program.

We have paid more than \$500,000 to the city in business and property taxes and recently have paid to the city a \$30,000 Development fee in order to undergo a costly renovation.

Guelph Hyundai has the narrowest frontage of all new car dealerships in the Guelph Auto Mall. Due to our placement on the strip, it is imperative that our sign remain noticeable for our current and future potential customers.

We now need to dramatically improve our revenues and that means having **visibility**. Placing the sign at the recommended location would irreparably harm our potential to increase business.

We desperately need your vote on this issue.

Sincerely,

A handwritten signature in black ink, appearing to read "Catherine O'Reilly-Dennis".

Catherine O'Reilly-Dennis
Customer Relations Coordinator
Guelph Hyundai

sales manager

From: <Patrick.Sheehy@guelph.ca>
To: <customerrelations@guelphhyundai.com>
Sent: Thursday, March 08, 2007 1:40 PM
Subject: RE: Sign Location

Hi Catherine, your property is zoned Service Commercial (SC. 2-2).
The new signs at Nissan are setback 6m and one is 7 meters high and the smaller one for "used vehicles" is 4.3m high.

Pat

From: customerrelations@guelphhyundai.com [mailto:customerrelations@guelphhyundai.com]
Sent: Thursday, March 08, 2007 1:04 PM
To: Patrick Sheehy
Subject: Re: Sign Location

Hi Pat,
Sorry to bother you for more info, but it seems you are the 'go to' man for this.
I'd like to know what zone we are in, as relates to the by-law. Also, can you send me info on Nissan's new sign - 805 Woodlawn.

Catherine O'Reilly
Customer Relations Coordinator
Guelph Hyundai

— Original Message —

From: Patrick.Sheehy@guelph.ca
To: customerrelations@guelphhyundai.com
Sent: Wednesday, March 07, 2007 9:09 AM
Subject: RE: Sign Location

For the new sign, the setback is measured to the front part of the sign facing the street.

Thanks
Pat

From: customerrelations@guelphhyundai.com [mailto:customerrelations@guelphhyundai.com]
Sent: Tuesday, March 06, 2007 2:11 PM
To: Patrick Sheehy
Subject: Re: Sign Location

Also, is the suggested setback to the *middle* of the new sign?

Catherine O'Reilly
Customer Relations Coordinator
Guelph Hyundai

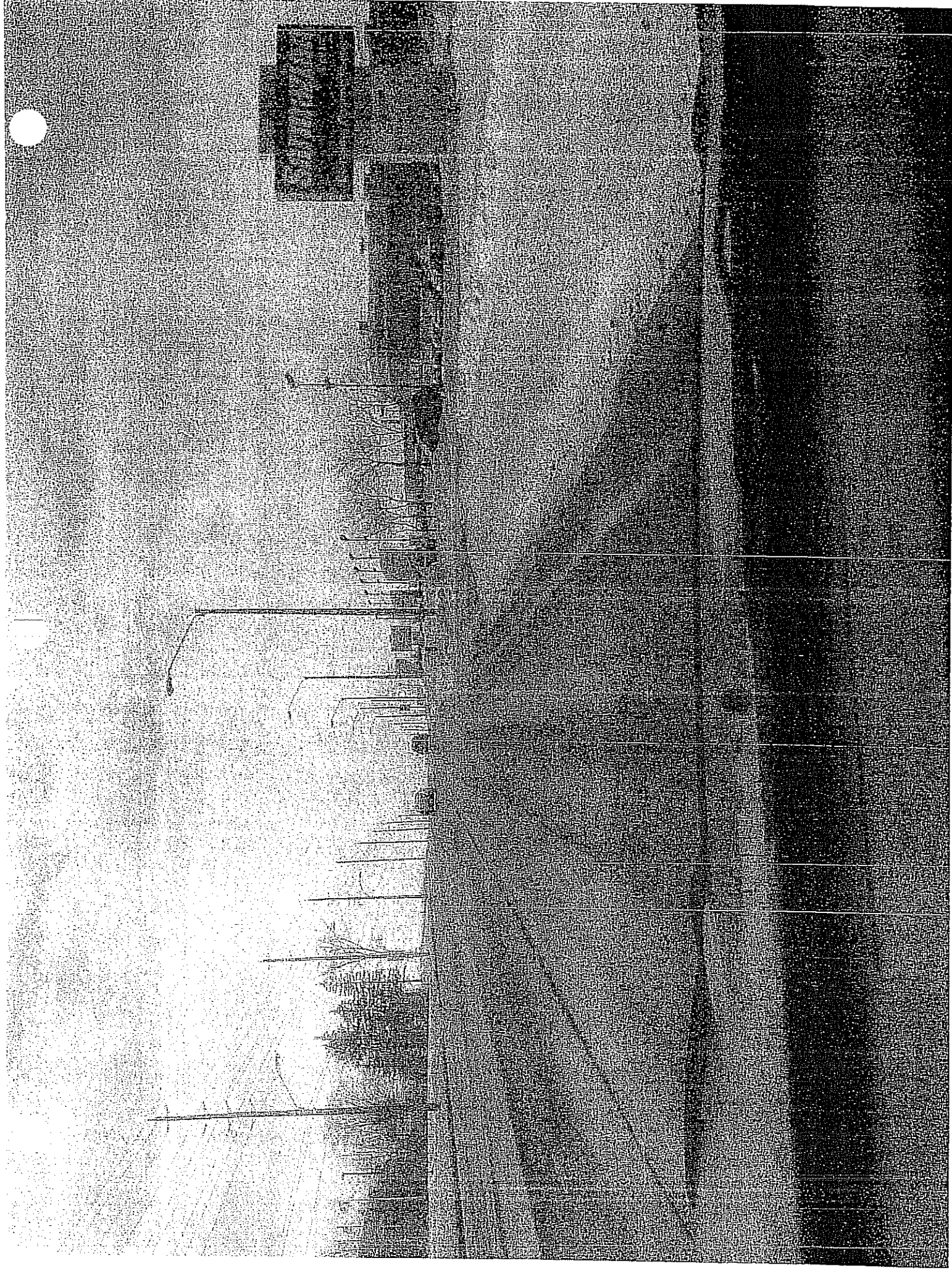
— Original Message —

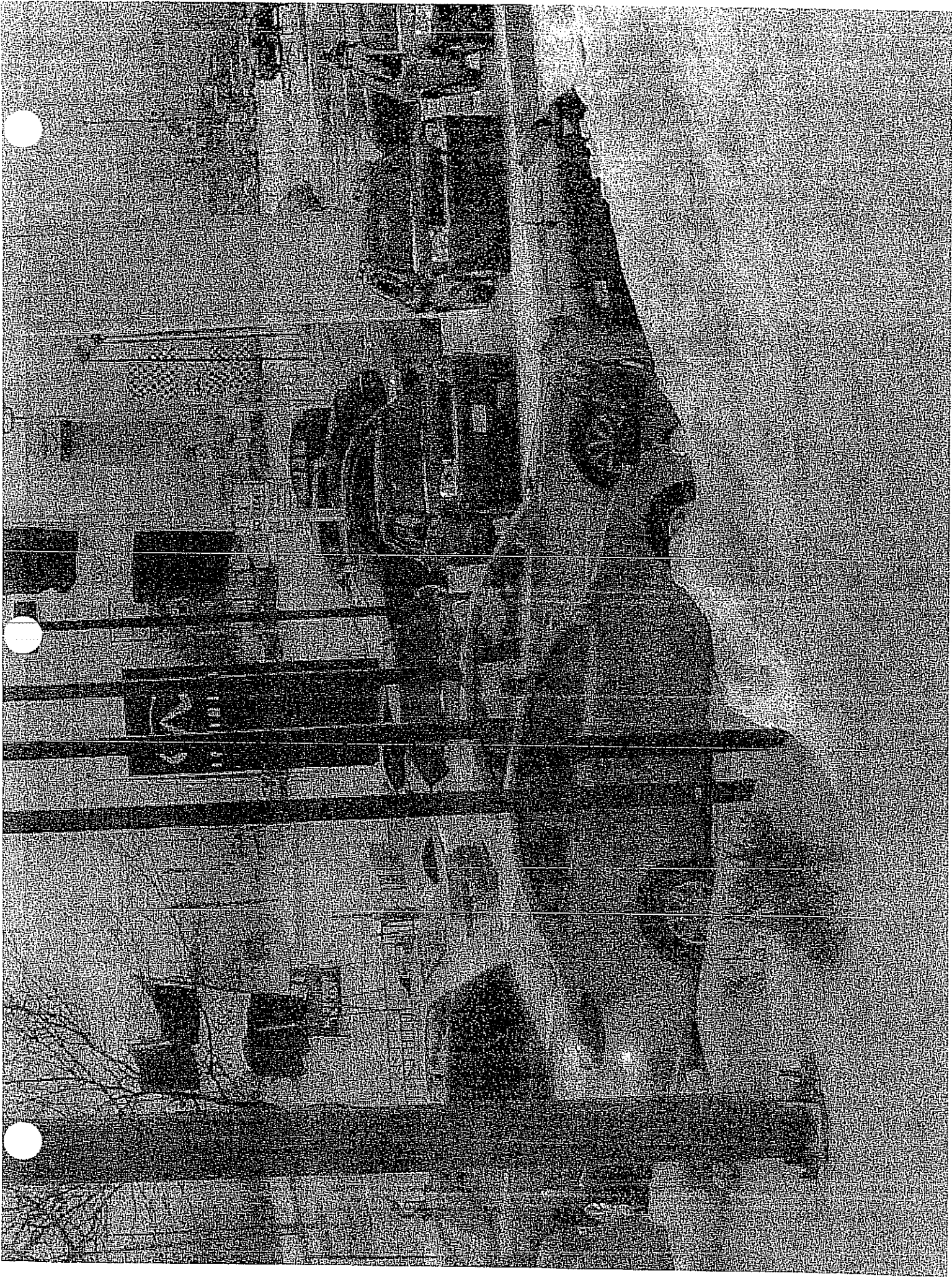
From: Patrick.Sheehy@guelph.ca
To: customerrelations@guelphhyundai.com
Sent: Tuesday, March 06, 2007 1:43 PM


3/8/2007

**TABLE 2 - SCHEDULE "B"
(REGULATIONS GOVERNING FREESTANDING SIGNS)**

Row	Sign Type Permitted	Permitted Zones of Use	Maximum Number Permitted	Maximum Sign Area Permitted	Maximum Number of Signs Permitted	Regulating Location on Property	Maximum Height Above Adjacent Roadway (m)	Unacceptable Copy Permitted	Minimum Required Separation Distance Between Signs	Displaying Permitted
1	Freestanding	C.1, NC, CC, RC, SC.1 and SC.2 zones. (Any property within the Central Business District excluded).	4 per property	0.3m ² for every 1.0m of frontage to a maximum of 10.0m ² .	4	At least 1.0m and no greater than 6.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	4.5m	50% of sign face to a maximum of 2.0m ² .	120.0m for signs on the same property and 30.0m for the distance between a sign on one property and any adjacent property.	Internal or external.
2		B.1, B.2, B.3 and B.4 zones.		0.3m ² for every 1.0m of frontage to a maximum of 17.0m ² .		At least 6.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	7.0m-(6.0m when adjacent to a residential zone).	50% of sign face to a maximum of 3.0m ² .		
3		B.1, B.2, B.3 and B.4 zones.		0.3m ² for every 1.0m of frontage to a maximum of 12.0m ² .		At least 1.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	4.5m	For a factory sales outlet, 50% of sign face to a maximum of 2.0m ² .		
4		L.1 and L.3 zones.		3.0m ²		At least 2.5m away from the nearest sidewalk within a public road allowance or, where no sidewalk exists, at least 4.0m away from the nearest edge of the traveled portion of the roadway of the nearest public road allowance and at least 1.0m away from any adjacent property.	1.8m	50% of sign face.		
5		Any property within the Central Business District, and in a CR or OR zone.		3.0m ²		At least 1.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	1.8m	50% of sign face		
6	Freestanding	R.1, R.2, RR and UR zones.	4 per property	0.2m ²	4	At least 1.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	1.8m	None	120.0m for signs on the same property and 30.0m for the distance between a sign on one property and any adjacent property.	None
7		Bed and Breakfast use or Day Care use in a Residential zone.		1.0m ²		At least 1.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	1.8m	None		
8		R.3, R.4 and P zones.		3.0m ²		At least 1.0m away from the nearest public road allowance and at least 3.0m away from any adjacent property.	1.8m	50% of sign face.		
9	Freestanding signs set out in Subsection 3-(3)(b) of this by-law.	All zones (R.1, R.2, R.R. and UR zones are excluded).	N/A	0.4m ²	2	At least 3.0m away from any adjacent property.	1.5m	None	N/A	Internal or external
10	Billboard	In accordance with Schedule "A", Map 2.		20.0m ²	In accordance with Schedule "A", Map 2.	N/A	5.0m	Despite Section 6-(1)(b) of this by-law, a minimum panel change time between advertising messages of 10 seconds is	N/A	Internal or external



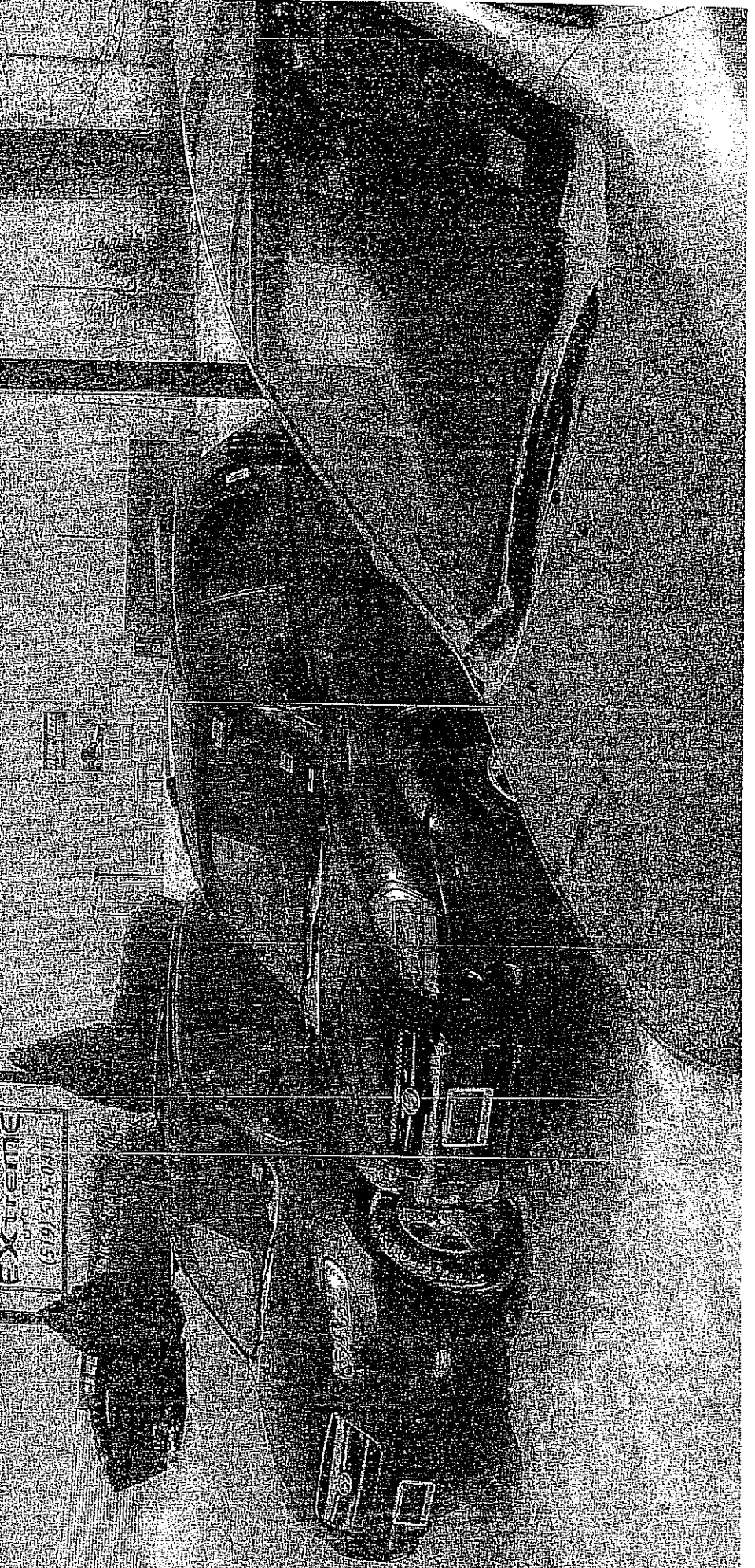




AUTO CLINIC
Specializing in your car

**PAINT UPHOLSTERY
AND AUTO GLASS**

Extreme
PAINT
(519) 513-0771



sales manager

From: <Patrick.Sheehy@guelph.ca>
To: <customerrelations@guelphhyundai.com>
Sent: Monday, March 05, 2007 4:00 PM
Subject: Signage Setback-message for Catherine

Hi Catherine, here is the information you requested

635 Woodlawn Rd W- Toyota.....Freestanding Sign issued October 2004 17.3' height 6 metre setback

925 Woodlawn Rd W- Wellington Motors(at time) issued February 1998 10.2m height 6 metre setback

(variance approved by Council..staff recommended refusal)

935 Woodlawn Rd W- Wellington Motors 10.3 m height 6 metre setback

(variance approved by Council, staff recommended refusal)

995 Woodlawn Road W- Honda 6.1m height 1 metre setback

(variance approved by Council, staff recommended refusal)

Will see you tomorrow at 9:30 in the building department committee room

Thanks
 Pat

Patrick Sheehy | Zoning Inspector/Termite Control

City of Guelph | Community Design and Development Services 59 Carden Street | Guelph | Ontario | N1H 3A1
 (519) 837-5615 ext 2388 | Fax: (519) 822-4632

Email: Patrick.Sheehy@guelph.ca

Website: guelph.ca

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3/8/2007



City of Guelph

Report:

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

(Report 07-21)

TO: Community Development & Environmental Services Committee

DATE: 2007/03/09

SUBJECT: DEVELOPMENT PRIORITIES PLAN 2007: Follow Up Report

RECOMMENDATION:

"That Guelph City Council approve the seventh annual Development Priorities Plan 2007 attached to Community Design and Development Services Report 07-06 dated February 9, 2007;

That Staff be directed to use the Development Priorities Plan to manage the timing of development within the City for the year 2007;

That Staff be directed to use the standard for the DPP flexibility clause described in Community Design and Development Services Report 07-21;

That amendments to the timing of development, as outlined by Schedules 2, 3 and 4 of the Plan, be permitted only by Council approval, unless it can be shown that there is no impact on the capital budget and the dwelling unit targets for 2007 are not exceeded; and

That staff be directed to include the recommended changes to the 2008 Development Priorities Plan, as identified in Community Design and Development Services Report 07-06, to respond to the Provincial Growth Plan for the Greater Golden Horseshoe."

BACKGROUND:

The 2007 DPP was presented to the Community Development and Environmental Services Committee on February 9, 2007. The Committee passed the following resolution:

THAT staff report back within the context of the local growth management strategy and the Development Priorities Plan, on the implications of

reducing registration activity in the peripheral areas of the City and encouraging infill and brownfield development.

THAT staff report back on the implications of reducing the inventory of units in future years from 7 years to 5 years by the next meeting of the Community Development and Environmental Services Committee.

THAT staff report back on an objective standard to guide the implementation of the Development Priority Plan's flexibility clause in 2007.

THAT staff report back with a revised set of objectives for the 2008 Development Priorities Plan by the end of the second quarter of 2007 and the status of our progress in achieving these objectives.

THAT the 2007 Development Priorities Plan report be deferred to the March 9, 2007 Community Development and Environmental Services Committee meeting.

REPORT:

This report is directed at responding to the first 3 clauses of the Community Development and Environmental Services Committee resolution dated February 9, 2007. The resolution sought further information concerning the implications of the reduction of registration activity and the encouragement of infill development; the implications of reducing the inventory of potential units from a seven year supply to a five year supply; and the development of an objective standard for the flexibility clause of the DPP.

1. Reduction of Registration Activity in the peripheral areas of the City and encouragement of infill development

At this point it is extremely difficult to speculate on the implications of reducing registration activity in the peripheral areas of the City and encouraging infill and brownfield development as requested by the Committee. Reducing registration activity will limit the supply of potential units available for a building permit and may stimulate the uptake of units within the Built-up area of the City. However, much of that activity would be dependent upon market demand.

Each municipality within the Places to Grow area is studying methods by which this can be accomplished without adverse effects on the affordability of housing for all of its citizens. Criteria would have to be developed for the number and form of units that should be constructed and, therefore, encouraged by implementation tools such as the DPP. Much of this activity will depend on market forces. At this point, it is difficult to say whether significantly reducing the availability of low

density housing will automatically increase the desirability of building higher density infill units. Clearly, the City inventory already has a significant number of higher density units that are available to be built. Severely limiting the creation of new potential units would not only affect affordability and the overall housing market but would also affect the overall construction industry. If there is no availability, there is no construction activity. As well, encouraging a different form of development can only be achieved by devising criteria for prioritizing the type of development that will be permitted. It is recognized in Places to Grow that there is no short term fix to immediately address this question.

City staff are committed to determining how to promote development within the Built-up Area of the City. This question and the consideration of where and how the City should grow is the focus of the Growth Management Strategy (GMS). Many of the questions that members of Community Development and Environmental Services Committee are seeking answers for will be addressed through the GMS. The second key consideration in determining how to encourage infill development is the establishment of the built boundary as per Places to Grow. The built boundary will define the area of the City that should be focused on to meet the Places to Grow intensification target.

Growth Management Strategy: The City of Guelph's Growth Management Strategy (GMS) is the study that will set policy direction for future growth in the City. The GMS study is currently underway and it involves significant public consultation throughout the phases of its work plan. The GMS is currently in Phase 2 of the workplan and is expected to be completed in 2008. The work plan for the GMS is attached as **Schedule 1**. The community consultation component of the GMS is important to establishing how to encourage infill development.

The outcome of the growth management strategy for the City of Guelph will be a long term plan to manage growth expected to take place within the City. The Strategy will set out how large the City should be, how fast it should grow and what form that growth should take while examining the implications (environmental, financial and social) of the preferred growth scenario and setting out the tools necessary to manage and influence its implementation.

The purpose of the GMS is to:

- describe the current context for planning Guelph's future;
- identify and analyze the factors that will shape Guelph's future growth;
- detail possible scenarios for growth; and,
- recommend appropriate municipal initiatives to achieve the desired future.

The GMS includes an Intensification Study to identify the full spectrum of intensification options for the Built-up area of the City. The Intensification Study

will also consider a range of options/tools for implementing the range of intensification options.

The Development Priorities Plan is one component of the overall growth management objectives for the City. The 2007 DPP is focused on implementing the existing Official Plan policies, Council policy direction and Strategic Plan objectives. The focus of the DPP will require significant changes in the future to address the GMS recommendations upon completion of the GMS.

Places to Grow and Future Role of the DPP: The DPP was initiated in 2001 as a tool to manage the rate and timing of development from new plans of subdivision regardless of where they were located in the City. However, plans of subdivision generally occur on the outer edge of the built-up area of the City (i.e., Greenfield development).

In 2006, the Province introduced Places to Grow legislation which brought about new criteria for measuring growth and density, new language for the definition of areas within the City and is seeking ways to encourage intensification in all affected municipalities. Places to Grow divides the City into three main areas: Urban Growth Centre (what we commonly refer to as the CBD/downtown), the Built Up Area and Greenfield Area. As per direction from Places to Grow, the delineation of each of these areas is underway in close consultation with staff from the Ministry of Public Infrastructure Renewal.

The DPP, based on its current objectives, is a tool for the management of growth from plans of subdivision generally within the area that would be considered Greenfield. In order to implement Places to Grow, it is recognized that the DPP will need to evolve. In the 2007 DPP report, Staff recommended a number of changes to the DPP to reformat it as a document that measures the rate and timing of growth as per Places to Grow. The 2008 DPP will include the following (summarized from the 2007 DPP report, Section 8):

- Delineation of Built Boundary (shown on all mapping in the DPP);
- Building Permit statistics for Built Up Area and Greenfield Area (measure of where we are in terms of meeting the 40% target for new residential units within Built Boundary by 2015);
- Identification and mapping of all potential residential sites in the City (inventory of zoned and draft approved units);
- Density estimates for the Urban Growth Centre and the Greenfield area; and
- Density estimate for all new draft plans for subdivision.

Schedule 2 displays the zoned and draft approved apartment and townhouse sites that have not been developed. This mapping is the starting point for

improving our current inventory of townhouse and apartment sites to include all potential residential intensification sites in the City. This inventory will be used to direct developers to sites that are available.

Recommendations for registration of draft plan approved subdivisions will have to be consistent with Places to Grow. Staff anticipate that the number of units recommended for registration in the Greenfield area will be reduced in future DPP's to respond to the Places to Grow intensification target. Staff propose the 2008 DPP as the starting point for revisions to the DPP to incorporate Places to Grow because the work is dependent on the delineation of the Built Boundary and Urban Growth Centre boundary. Development activity statistics for 2007 will provide the base for determining what the City's intensification ratio is and for developing an approach to achieving the target set out by Places to Grow.

Current City Incentives: At present, the City offers the following incentives for development in the Built-up area:

1. Development Charge reductions for Older Built Up area and Downtown Area
2. Federal-Provincial Affordable Housing Program
3. Brownfield Redevelopment Incentives
4. Official Plan Policies that support and encourage infill and intensification.

2. Reduction of inventory to 5 year supply

The Provincial Policy Statement requires municipalities to have a minimum 3 year supply of units in draft approved and registered plans of subdivision. Currently, the overall inventory of units in draft approved and registered plans provides a 7 year supply. When broken down by type of dwelling, the inventory consists of a 5.2 year supply of detached, semi-detached and townhouse units and a 14 year supply of apartment units. The calculation of the number of years of supply is based on the Population Projections Study assumption that 495 detached and semi-detached units, 225 townhouses and 180 apartment units per year would be needed.

To get to an overall supply of 5 years, the inventory would need to be reduced by 1800 units. This is the equivalent of 2 years of inventory. New units are added to the supply through draft plan approvals and removed from the supply when a building permit is issued. Restricting registrations will not reduce the supply of potential units. Rather, focusing on the number of potential units created by draft plan approvals will have an impact on supply.

Given that the current inventory of detached, semi-detached and townhouse units is already at a 5 year supply and that over the past 6 years an average of

108 apartment units per year were created; it is evident that to achieve a reduction to an overall 5 year supply the inventory of detached, semi-detached and townhouse units would need to be significantly reduced. Reducing the overall inventory to a 5 year supply would have a profound impact on lower density forms of housing resulting in limited choice for new detached and semi-detached dwellings that would likely result in increased housing prices. This would impact the affordability of our community as lower income residents would have limited options for home ownership. It would also reduce the supply of lower density forms of housing to less than a 3 year supply which is not consistent with the Provincial Policy Statement directives that the City provide for an appropriate range of housing types and densities.

The City has a policy direction from the Municipal Housing Statement that plans of subdivision are to provide a mix of housing units with the goal that 40% of the units will be multiple residential forms (i.e., townhouses and apartments). However, the market does not respond as quickly to the development of apartment sites as it does to detached, semi-detached and townhouse forms. In fact, the Population Projections Study assumes that the market will evolve by 2021 to include an increased demand for higher density housing resulting from an increase in the population aged 55 and older. The Guelph market has only sustained the construction of 648 apartment units over the period 2001 to 2006 (108 units per year). The supply of apartment units is calculated based on 180 units being constructed per year (based on population projections); thus the 14 year supply.

One example of an incentive to the creation of apartment units is the Federal-Provincial Affordable Housing Program. 84 apartment units were constructed since 2004 using funding from the Affordable Housing Program. There is clearly a need for the City to continue its participation in this program.

The overall inventory is inflated due to the inventory of apartment sites and the manner in which the potential unit counts are calculated. Maximum densities, based on zoning, are used to determine potential unit counts for apartment sites (generally 100 units per hectare). These apartment sites are important to include in new plans of subdivision as they need to be reserved for future development to ensure that neighbourhoods offer a full range of housing choice and affordability.

The following scenario seeks to reduce the overall inventory of units to a 5 year supply based on a demand of 900 units per year by year end 2011. This scenario assumes that 874 units will be removed from this inventory each year through building permits (based on 20 year average building permits) and does not reflect future considerations of how the Places to Grow intensification target will be met. To obtain a 5 year supply, the potential number of draft approved units would have to be significantly reduced.

Year	Inventory	Units added through Draft Plan Approval	Units removed by Building Permit	# years Supply
2007	6286	878	874	7
2008	6290	600	874	6.9
2009	6016	400	874	6.7
2010	5542	400	874	6.2
2011	5064	300	874	5.6
2012	4494*			5

*year end 2011, base inventory for 2012

It is clear that one of the main objectives of Places to Grow is to obtain compact and sustainable development. The implementation of this policy has been left to each municipality to encourage intensification. As such, an implementation strategy must be developed for encouraging the construction of apartment sites as part of the intensification study component of the GMS.

3. Objective standard for flexibility clause

Staff have considered the request for an objective standard to be applied to the flexibility clause for registrations and agree that it would be a welcome improvement. Staff recommend the following process:

1. Evaluate the registration status of plans of subdivision that are included on Schedule 4 for registration in the current DPP by the City Engineer and the Manager of Development and Park Planning on or before June 30.
2. Re-allocate unit counts from developments that have not signed a subdivision agreement by July 31.
3. Contact developers who have submitted Engineering drawings for review and are prepared to sign a subdivision agreement but not included in Schedule 4 of the DPP for the current year to ascertain their ability to move forward on or before July 31.

The following chart displays the status of subdivisions proposed to be registered in the 2007 DPP. The chart clearly shows that the plans that are included in the 2007 DPP registration targets for 2007 are on track to achieving registration in 2007.

Projected Housing Yields to be Generated by Registrations in 2007								
	Potential Dwelling Units				Engineering Review Status			
	Detached	Semi detached	Townhouse	Total	Drawings Review	MOE Approval	Subdivision Agreement	Tendering
Northwest								
23T-88009 Mitchell Phase 2*	98	32	32	162	Completed	Issued	Finalized	Ready for Tender
Total	98	32	32	162				
Northeast								
ZC0602 Watson School site	35			35	1st submission review in progress			
23T-01501 Ingram	43			43	1st submission expected to be received by Feb 15. Pumping Station design completed	Application for Pumping Station submitted		Pumping Station ready for tender
23T-01502 Northview	54		45	99	No drawings received yet. Pumping Station design completed and ready to go to tender pending DPP approval	Application for Pumping Station submitted		Pumping Station ready for tender
23T-04501 340 Eastview Rd	93	32	36	161	1st submission review completed			
Total	225	32	81	338				
South								
23T-01507 Arkell Springs Ph 2	50		72	122	Completed	Issued	In progress	
23T-01508 Kortright East Ph 2	101		160	261	Review of 2nd submission to be started by Feb 20. Design for Pumping Station underway.			
23T-02502 Westminster East	179		16	195	Review of 2nd submission in progress	Application submitted		
23T-06502 974 Edinburgh Rd S	9			9	No drawings received yet			
Total	339	0	248	587				
Total Units	662	64	361	1087				

*carry over from 2006 DPP

4. Other information as requested by the Community Development and Environmental Services Committee

Building Permits and infill ratio: The Growth Plan for the Greater Golden Horseshoe specifies a general intensification target whereby a minimum of 40 per cent of all residential development occurring annually within the City of Guelph will be within the built-up area by the year 2015 (Section 2.2.3, Clause 1 of the Growth Plan):

By the year 2015 and for each year thereafter, a minimum of 40 per cent of all residential development occurring annually within each upper- and single-tier municipality will be within the built-up area.

The Places to Grow Growth Plan does not identify infill development as a specific term rather the intensification target deals with lands within the built boundary. Thus, some developments that are new plans of subdivision may be within the built boundary and therefore be included in the intensification target. For example, the Conservation Estates subdivision (yielding approximately 108 units) would likely be considered as within the Built Boundary and count towards the intensification target.

The Places to Grow Growth Plan sets out a phased approach for increasing intensification. The plan recognizes that municipalities need to develop their own policies and phasing strategies to achieve the intensification target by 2015 in a manner that will respect and complement each municipality's character. The timeframe of 2015 was provided as the start date for achieving this target to provide municipalities with an adequate transition period to implement Places to Grow. The implementation of the intensification target requires each municipality to draft qualifying policy to determine whether the 40% target is appropriate given the size, location and capacity of the built-up area. Each municipality in the outer-ring (this includes Guelph) will be reviewed and an appropriate intensification target will be set as per Section 2.2.3, Clause 4 of the Growth Plan:

The Minister of Public Infrastructure Renewal may review and permit an alternative minimum intensification target for an upper – or – single – tier municipality located within the outer ring to ensure the intensification target is appropriate given the size, location and capacity of built-up areas.

The City of Guelph is on the way to developing a strategy for intensification through the GMS and the update to the Official Plan.

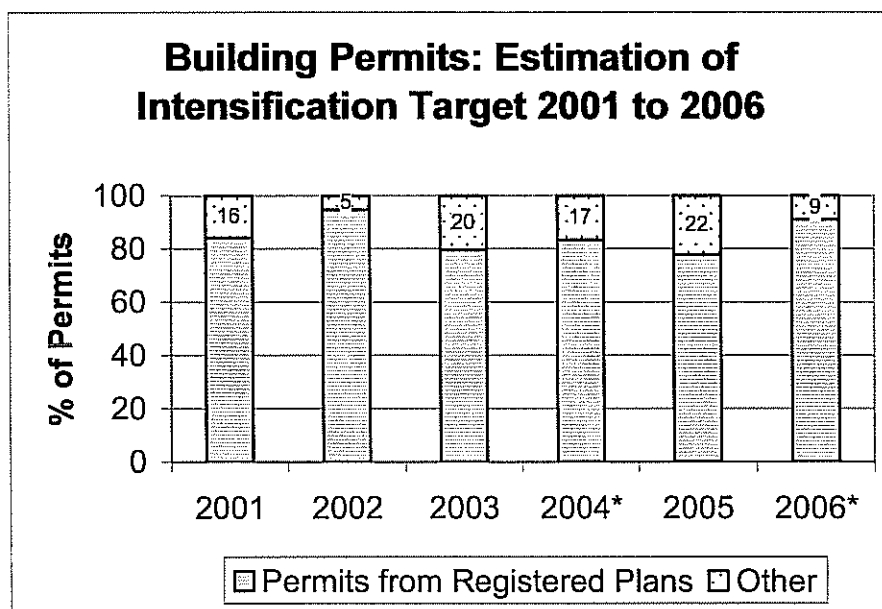
It is important to note that the intensification target requires the establishment of the boundary of the built-up area in order to begin to monitor achievements in terms of this policy. It is difficult, at this time, to provide an estimation of the number of units that would be considered as Greenfield or within the built boundary until the boundary is established. 2007 will be the first year that staff can accurately report statistics for the "General Intensification" target of Places to Grow.

It is expected that the built boundary will be established by the Ministry of Public Infrastructure Renewal within the next couple of months. Staff will report to Council when the boundary is established. Further, providing an estimate of how much development occurred within the built boundary for the years 1996 to 2006 is problematic because the Built Boundary will be defined based on existing development as of June 16, 2006. Any estimation would be skewed towards the built up area as a result of how the built boundary will be defined (i.e., areas developed as of June 16, 2006). Monitoring of this future target is meant to begin at the time the boundary is defined in order to provide an accurate measure of

where we are year over year so that we can work towards meeting the intensification target by 2015.

In an attempt to understand how many units may have been considered as part of the built-up area, staff have reviewed building permit data for the years 2001 to 2006 using Schedule 7 Table 2 of the DPP (Permits Issued to Date and Remaining Vacant Lots in Registered Plan of Subdivision) to get an idea of the percentage of development from new plans of subdivision.

The following chart displays the percentage of building permits that were issued for registered plans of subdivision for the years 2001 to 2006. The "other" permits include units created by severances or site plan applications; these permits would likely be considered as within the Built Boundary. Using the average for the six year period, 85% of permits could be considered 'greenfield' and 15% of permits could be considered within the built boundary. Note: some of the registered plans of subdivision would likely fall within the built boundary so the percentage in the built boundary could be slightly higher.



*data to year end, all other years reported to October 31.

Growth Rate – The Official Plan Policy and the Outcome: There has been discussion recently that the City of Guelph is currently growing at a rate that is higher than the population growth objective of the Official Plan (Section 3.2).

3.2 Community Form Statement General Development Objectives

- b) *To work towards achieving a moderate rate of population growth, which will represent an annual average population increase of 1.5 per cent of the total City population.*

Recent development activity confirms that the current growth rate meets the target set by the Official Plan and the approved Population Projections. The tables below provide the anticipated growth set out by the Population Projection Study along with the actual growth rate as determined by recent development activity.

The Official Plan set the growth rate at an annual average of 1.5% for the period 1996 to 2021. The approved population projections study provided direction as to how the average annual growth rate would occur for the period 2001 to 2027 within the 1.5% objective. It was not intended to be static at 1.5% growth year over year. Rather, it is a cumulative growth rate, where an annual population growth rate of 2.2% is expected over the years 2001 to 2006 and 1.7% annually for the period 2006 to 2011. After 2011, the growth rate is expected to decline again as a result of an anticipated reduction in economic growth for the GTA and the overall aging of the population in the period post 2011. When considering the entire twenty-six year time period, the average annual growth rate would meet the 1.5% set out in the Official Plan.

To date, the City has achieved the direction set out by the approved Population Projections in meeting the 1.5% growth rate objective. Staff continue to use these targets in the preparation of the annual Development Priorities Plan and the recommendations in the 2007 DPP fall within the guideline of 900 units per year for the years 2006 to 2011 as outlined in the Population Projections report.

POPULATION GROWTH SCENARIOS, 2001-2027	
2001	109,450
2006	123,160
2011	135,770
2016	142,730
2021	150,040
2027	157,200
Cumulative Growth Rate 2001-2006	2.2%
Cumulative Growth Rate 2006-2011	1.7%
Cumulative Growth Rate 2001-2027	1.5%

Recent Development Activity and Growth Rate		
Year	Total Building Permits (not including acc. apts)	Registration Activity
2001	1067	1494
2002	1057	1013
2003	934	960
2004	1392	692
2005	786	1218
2006	768	648
Development Activity Expected by Population Projections (average 2001-2006)	1000 units per year	1000 units per year
Actual Development Activity (average 2001-2006)	1001 units per year	1004 units per year

Staff continue to recommend the approval of the 2007 DPP in the form presented to Community Development and Environmental Services Committee on February 9, 2007. The recommendations and targets outlined in the 2007 DPP meets the current Official Plan policies and approved Council policy direction and implements the current Strategic Plan. Staff acknowledge that the future role of the DPP will likely be changed in response to the ongoing Growth Management Strategy.

CORPORATE STRATEGIC PLAN:

Supports Strategic Direction #1: The management of growth in a balanced and sustainable manner.

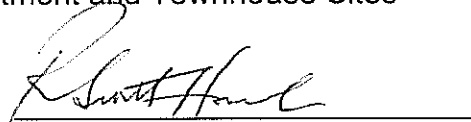
ATTACHMENTS:

Schedule 1 – Growth Management Strategy Work Plan

Schedule 2 – Zoned and Draft Approved Apartment and Townhouse Sites



Prepared By:
Melissa Castellan
Senior Development Planner



Recommended By:
R. Scott Hannah
Manager of Development Planning



Recommended By:
James N. Riddell
Director of Community Design and
Development Services

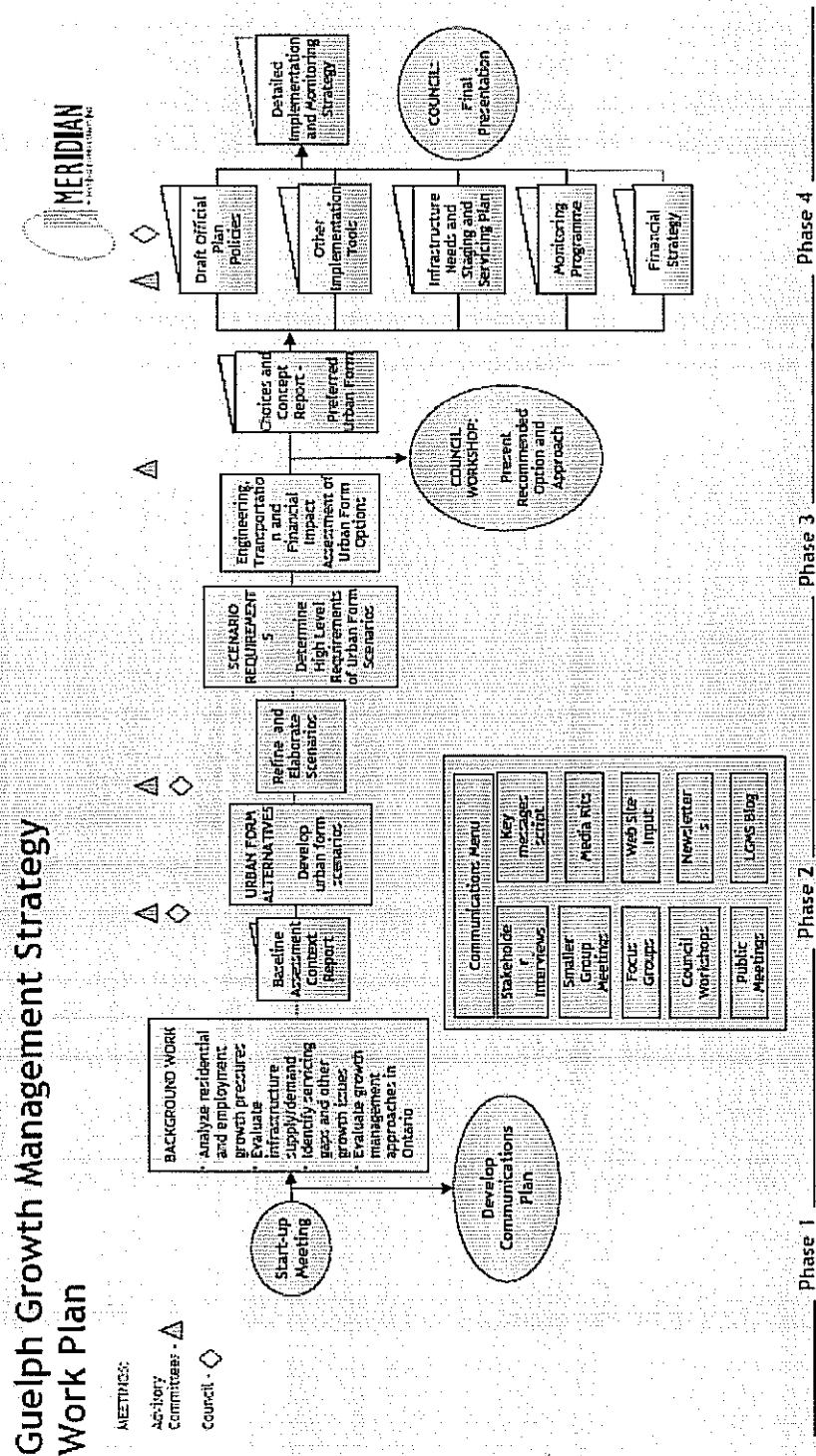


Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

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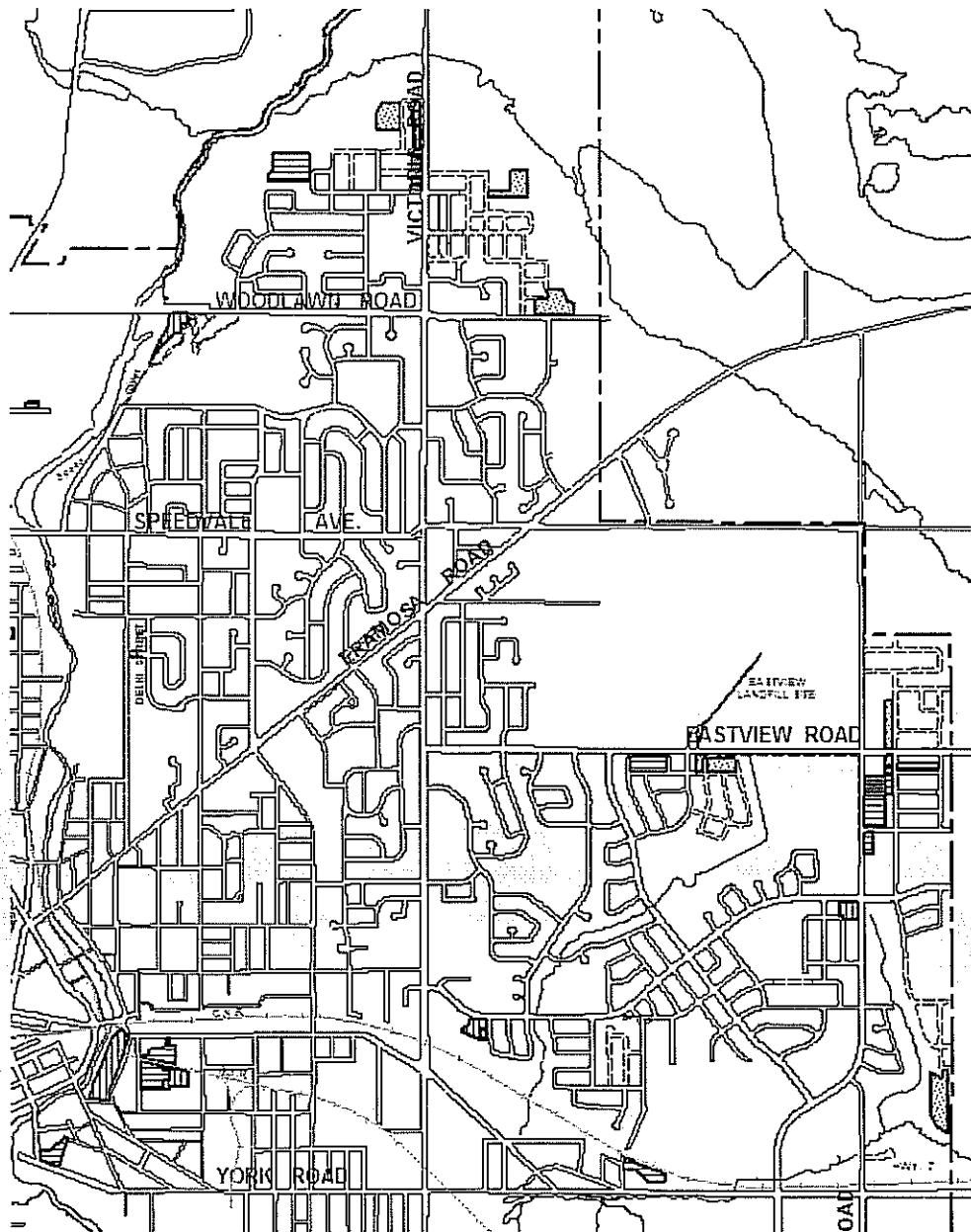
SCHEDULE 1

Growth Management Strategy Work Plan



SCHEDULE 2

POTENTIAL APARTMENT and TOWNHOUSE DEVELOPMENTS NORTHEAST SECTOR (as of December 2006)



LEGEND:

	APARTMENT BLOCK IN A DRAFT APPROVED PLAN OF SUBDIVISION		ZONED APARTMENT BLOCK
	TOWNHOUSE BLOCK IN A DRAFT APPROVED PLAN OF SUBD.		ZONED TOWNHOUSE BLOCK

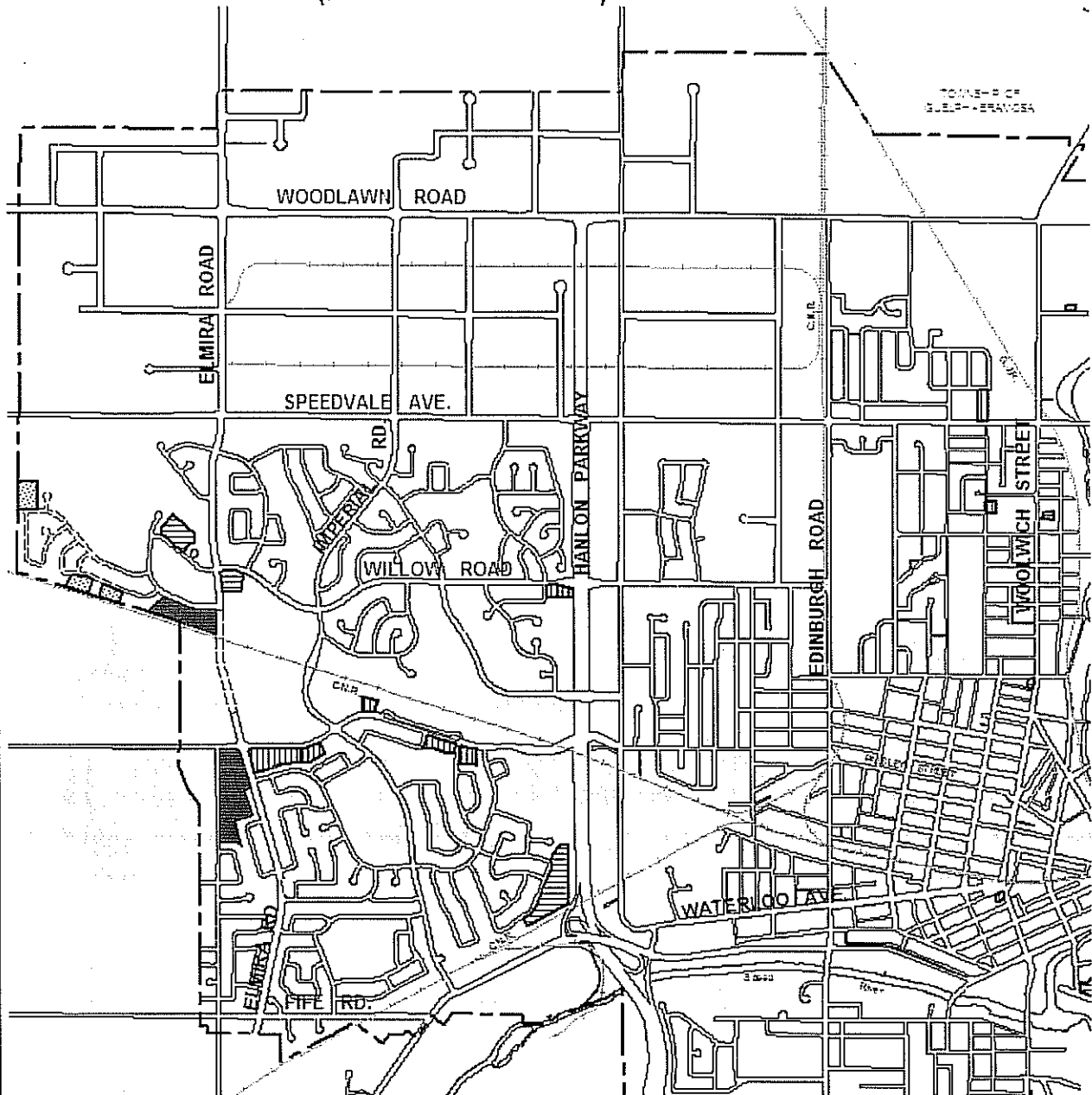
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COMMUNITY DESIGN and DEVELOPMENT SERVICES







24 PLANNING DESIGN CONSULTING 2006/11/28 FOR THE CITY OF GUELPH
December 2006

POTENTIAL APARTMENT and TOWNHOUSE DEVELOPMENTS NORTHWEST SECTOR (as of December 2006)



LEGEND:

- | | |
|---|---|
|  APARTMENT BLOCK IN A DRAFT APPROVED PLAN OF SUBDIVISION |  ZONED APARTMENT BLOCK |
|  TOWNHOUSE BLOCK IN A DRAFT APPROVED PLAN OF SUBD. |  ZONED TOWNHOUSE BLOCK |

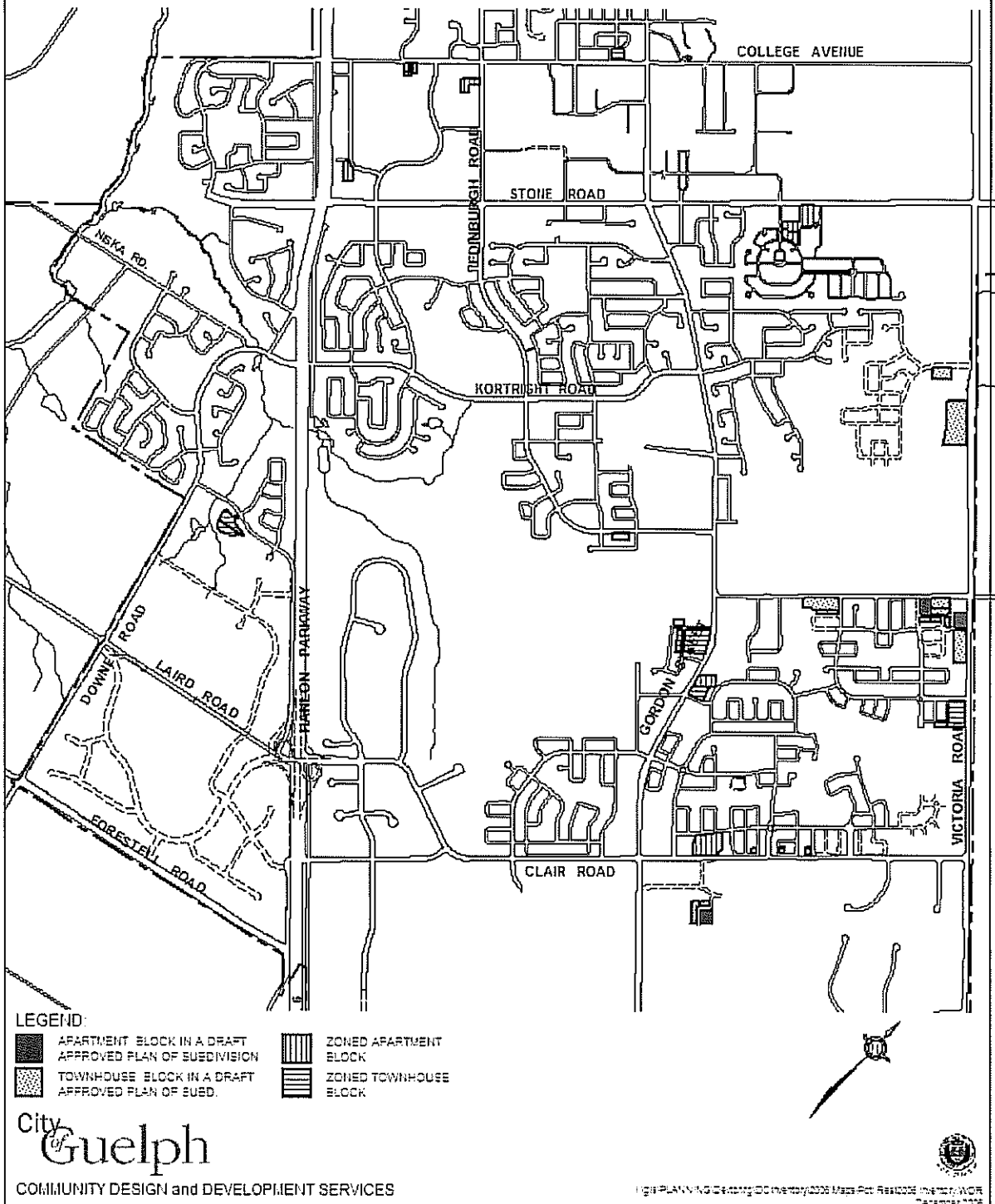
City of Guelph

COMMUNITY DESIGN and DEVELOPMENT SERVICES



29 PLANNING DEPARTMENT COMMUNITY DESIGN AND DEVELOPMENT SERVICES
December 2006

**POTENTIAL APARTMENT and TOWNHOUSE DEVELOPMENTS
SOUTH SECTOR (as of December 2006)**





City of Guelph

Report:

COMMUNITY DESIGN AND DEVELOPMENT SERVICES Planning (Report #07-06)

TO: Community Development and Environmental Services Committee

DATE: 2007/02/09

SUBJECT: DEVELOPMENT PRIORITIES PLAN (DPP) 2007

RECOMMENDATION:

"That Guelph City Council approve the seventh annual Development Priorities Plan 2007 attached to Community Design and Development Services Report 07-06 dated February 9, 2007;

That Staff be directed to use the Development Priorities Plan to manage the timing of development within the City for the year 2007;

That amendments to the timing of development, as outlined by Schedules 2, 3 and 4 of the plan, be permitted only by Council approval, unless it can be shown that there is no impact on the capital budget and the dwelling unit targets for 2007 are not exceeded; and

That staff be directed to include the recommended changes to the 2008 Development Priorities Plan, as identified in Community Design and Development Services Report 07-06, to respond to the Provincial Growth Plan for the Greater Golden Horseshoe."

BACKGROUND:

The attached document is the seventh annual Development Priorities Plan (DPP). This plan provides a multi-year forecast of development activity as measured by the anticipated registration of draft plans of subdivision. This report recommends approval of the 2007 DPP to assist staff in setting priorities for the review of new plans of subdivision and registration of currently approved plans.

The Provincial Growth Plan for the Greater Golden Horseshoe has significant implications for the future development of the City. Since staff views the DPP as the logical tool to monitor the City's commitments for intensification and density outlined by the Growth Plan, this report also contains a number of recommended changes to improve the DPP starting with the 2008 DPP.

REPORT:

The 2007 DPP recommends that Council support the creation of up to 1087 potential dwelling units from the registration of plans in 2007 (See Schedule 2).

This figure is the lowest recommended total since the DPP was created in 2001. The figure also reflects a couple of new realities for new development.

1. The DPP needs to respond to the population projections forecast. The population projections forecast recommends the creation of approximately 900 potential new units per year for the years 2006 to 2011. This is down from the 1000 dwelling units per year for the years 2001 to 2006.
2. The Growth Plan for the Greater Golden Horseshoe requires that 40% of new growth occur within the built up areas of Cities by the year 2015. Since most of the new subdivision activity identified by the DPP is expected to be identified beyond the built boundary (i.e. Greenfield area) there is the need to take a more conservative approach to Greenfield approvals and commitments.

Included in the 1087 potential units is a carryover of 162 units that were identified for registration in 2006. If these units are removed, 920 new units are included in the recommendation. In the recommendation, consideration was also given to the fact that only 648 potential units were registered in 2006. When the figures are combined (648 + 1087) the average for the two years would be 868 units. Both the number of new units (920) and projected two year average (868) are consistent with Council's current population projections forecast of 900 units per year.

The breakdown of the components of the 1087 dwelling units is 662 detached, 64 semi-detached and 361 townhouses. If these registrations are endorsed, the City will continue to have a sufficient supply of lots and blocks in registered plans to respond to market needs and trends and maintain a competitive market place in terms of pricing. In terms of short-term supply, there are 2785 potential units (as of December 31, 2006) currently available for building permits in registered plans. This overall number is down slightly from the number of potential units in last year's DPP (2907 units). The number of potential detached and semi-detached dwellings has, however, remained consistent with the approximately 940 units last year. This is generally consistent with one of the recommendations in last year's DPP, which was to try and increase the short-term supply of these types of units. The vast majority of potential units in the short term supply, approximately 1800 units (65%) are in potential multiple residential projects (**Schedule 7**).

This year's DPP also recommends a number of plans for consideration of draft plan approval in 2007 (see **Schedule 3**). Included in the plans are approximately 878 future dwelling units, which is also in keeping with the population projections (900 units per year).

Implications of the Provincial Growth Plan and the future of the DPP

On June 16, 2006 the Province released the Growth Plan for the Greater Golden Horseshoe, 2006. This plan was prepared under the Places to Grow Act, 2005 as part of the Places to Grow initiative to plan for healthy and prosperous growth throughout

Ontario. The new growth plan has significant implications for the future development of the City. Since its inception, the DPP has been used effectively as a tool by City Council to manage the rate and timing of development from new plans of subdivision. As a result, City staff view the DPP as the logical tool to be modified to monitor the City's obligations under the Growth Plan. Of particular interest is that the Growth Plan establishes intensification and density targets for certain areas of municipalities. The Growth Plan also establishes population and employment projections for Guelph. The following discussion highlights some of the obligations under the Growth Plan and recommendations by City Staff on how the DPP could be modified to monitor these obligations.

Intensification Target

The Growth Plan establishes that single tier municipalities, like Guelph, will plan for a phased increase in the yearly percentage of residential intensification so that by the year 2015 a minimum of 40% of all residential development occurring annually within each municipality will be within the defined Built-Up Area (which includes the Urban Growth Centre). Currently, City staff are reviewing and refining a draft "built boundary" with representatives of the Ministry of Public Infrastructure Renewal. This built boundary should be established in early 2007. Since the Growth Plan states that all municipalities will develop strategies to phase in and achieve intensification and the intensification targets, the following changes are recommended to future Development Priority Plans starting with the 2008 DPP:

- ◆ The mapping for the 2008 DPP (Schedule 4) will clearly identify the built boundary.
- ◆ Building permit statistics (Schedule 5) will continue to show an overall City total but also be broken into permits within the defined "Built up" areas and designated "Greenfield" areas to monitor the percentage of new development within the two areas.
- ◆ The Schedules and mapping for the 2008 DPP will be modified to show all potential residential developments (infill and subdivisions) within the "Built-Up" and "Greenfield" areas to provide an inclusive inventory of potential residential units in both areas.

Density Targets

The Growth Plan also specifies a set of density targets for the identified Urban Growth Centre and the designated Greenfield area. The City of Guelph is one of the identified municipalities where a minimum density target of 150 people and jobs per hectare is to be achieved in the Urban Growth Centre. Similar to the establishment of the Built Boundary, the Ministry of Public Infrastructure and Renewal will meet with City Staff to establish the boundary of the Urban Growth Centre in Downtown Guelph.

The density target for the designated Greenfield area is to be not less than 50 residents and jobs combined per hectare. The density target is to be measured over the entire designated area, not by individual project, and excludes areas such as provincially significant wetlands where development is prohibited. Census data, released every five years, will be used to monitor progress towards achieving the targets, although

municipal data is expected to be used to supplement the census to obtain a count of jobs and residents that is as accurate as possible. The following changes are therefore recommended to future Development Priority Plans starting with the 2008 DPP:

- ♦ The Mapping for the 2008 DPP will identify the Urban Growth Centre Boundary and the Built Boundary. It will also provide a density estimate for the areas based on the most recent census information as supplemented by municipal data.
- ♦ A schedule will provide the density estimate for all draft approved plans within the designated Greenfield area based on the land use schedule for each draft approved plan.
- ♦ A density estimate for all new Draft Plans of subdivision recommended for consideration in 2008 in the Greenfield area will be provided based on the information available at the time of publication of the DPP (**NB: As noted in Section 4, Draft Plans of subdivision identified for consideration by the DPP does not commit Council to approving the plan in whole or in part. As the most appropriate time to review and establish future densities is at the time of Draft Plan approval, individual plans showing less than the density target will likely have to be modified to achieve the target).**

Population Projections

The population projections established by the Growth Plan are significantly higher than the current approved projections by City Council. Further, the projections contained in the Growth Plan must be used for planning and managing growth in the Greater Golden Horseshoe.

Given the projections established by the Growth Plan, it is expected that the City's current population projection will need to be revisited in the near future. It is expected that the DPP will continue to be the primary growth management tool to assist City Council in managing the rate and timing of new growth.

The Financial Implications of Growth:

The Development Priorities Plan continues to be a useful tool to assist with integrating the financial implications of growth related capital costs with the timing of development (subdivisions) in new growth areas. The DPP was developed in part to ensure that capital works for development are not advanced ahead of the Council approved scheduling in the City's Capital budget. For example, one of the criteria influencing the priority of subdivision registrations each year is the need for any required capital works to be approved by Council in the 10-year capital budget. In other words, in order for a subdivision (or phase of a subdivision) to be recommended for registration by staff, all capital works (e.g. Sanitary sewer extension) required to allow the registration must be approved by Council. This is true for the 2007 DPP.

While the DPP is a useful short term scheduling tool for the capital budget, there is clearly the need to look at the longer term implications of growth on both the capital and

operating budgets. This year Staff introduced 10-year capital and 3-year operating forecasts into the budget process to begin to examine the medium and longer-term commitments on the growth of the City. It is clearly the desire by Council to develop a financial model, which could effectively deal with the implications of growth on both the operating and capital budgets in the long term.

One of the difficulties experienced by staff in researching this subject is that we are not aware of the availability of such a model. Some municipalities have attempted to estimate the operating costs of different forms of land use, but that work involves a number of assumptions, requires having good base information and the final product illustrates order of magnitude differences as opposed to hard numbers. There is considerable work required to develop a model, but staff are committed to this project.

In order to work towards developing a financial model, staff envision three distinct steps:

1. Understand the gap between all the costs of growth (e.g. operating and capital) and the revenues and other means the municipality has available to it to construct and pay for the growth (e.g. Development Charges, Tax revenues, Developer contributions). On the capital side, this involves calculating all capital related costs irrespective of the limitations of the DC legislation. On the operating side this involves estimating the costs of services by different forms of development relative to the tax revenues received.
2. In order to complete the analysis in step 1, there will be the need to review, and possibly update, information needed to develop the financial model including data on long-term growth related costs (E.g. Trails Master Plan, Fire Services Study, Recreation, Parks and Culture Strategic Plan, Guelph and Area Transportation Plan, Water Supply Master Plan, Waste Water Master Plan). Information gaps will be determined.
3. Development and refinement of the financial model. This step will include any assumptions used to create the model and the determination of how the model will be used.

During the steps there will be the need for a considerable amount of interaction with Council so that everyone understands how the model was produced and what it is intended to do. Also, given the time required and complexity of the issue the work cannot be undertaken in-house. Therefore, Staff commit to issuing a request for proposals (RFP) by the end April 2007 to retain a consultant to undertake the steps necessary to complete this project. Costs associated with the retention and completion of the study are eligible under the Development Charges Act since this study deals with the implications of growth. Current DC's will therefore be used to fund the project and all costs will be recovered when the DC by-law is updated. Finance staff will lead this initiative with the assistance of various staff from other service areas. Staff expect that Steps 1 and 2 will be completed by the end of the 2007 with the financial model being developed during 2008 along with the Development Charges update and together with any other data needed to fill in the information gaps (e.g. completion of water and waste water master plan and optimization studies). The timing for the overall project still fits within the overall Local Growth Management study.

Other Highlights and Information Contained within the DPP

The following, in point form, are other important highlights found in Sections 6, 7 and 9 of the attached DPP 2007:

- ♦ The DPP continues to be a useful tool in meeting the City's Strategic goal of managing growth in a balanced sustainable manner. During 2006, the DPP was also effective in assisting staff in establishing priorities for the review and approval of new applications for draft plan approval of residential plans of subdivision.
- ♦ Registration activity in 2006 was significantly less than the dwelling unit target set by Council as a limit to growth. The target for 2006 was 1287 units. During 2006, only seven (7) plans of subdivision (or portions of these plans) were registered resulting in the potential creation of 648 dwelling units (see Schedule 1 of the DPP). The average registration activity for the years 2001 to 2006 is 1004 potential units per year. This is consistent with the Council approved population projections forecast, which called for a growth of 1000 units per year from 2001-2006.
- ♦ Residential building permit activity continued to show a decline. A total of 837 residential permits were issued in 2006 representing a decline of 3% from 2005. The current trend in residential permit activity is expected to continue in 2007.
- ♦ Requests for development approvals and registrations are expected to remain active during 2007. Requests to register all or parts of 9 subdivisions are contained within the recommended dwelling unit target of 1087 dwellings contained on Schedule 2 of the 2007 DPP (see conclusions and recommendations Section 10). Four (4) registrations are expected in the east, four (4) in the south and one (1) in the west. Not all requests for approvals and registrations made by the Development Community are reflected by the recommended targets.
- ♦ A managed approach to the approval of new units has once again allowed the City to maintain the medium term inventory of units at approximately 6300 units in 2006 down from approximately 7600 units in 2003. This equates to an overall supply of approximately 7 years (see Schedule 7 of the DPP) using the assumption of 900 units per year. In terms of supply by type of residential unit, there is a 5 year supply of single and semi-detached dwellings, a 6 year supply of townhouse units and a 14 year supply of apartment units.

City staff recommend that the Development Priorities Plan (DPP) 2007 be approved (Schedules 2, 3 and 4) and used as a guide to manage the rate and timing of development for the next year.

CORPORATE STRATEGIC PLAN:

To manage growth in a balanced sustainable manner.

FINANCIAL IMPLICATIONS:

All capital works (e.g. sanitary sewer extensions) required for the plans for subdivision recommended by Staff for registration in 2007 have been previously approved by Council in the Capital budget.

Staff commit to developing a financial model to deal with the longer term implications of growth. The development of this model will be funded through Development Charges.

DEPARTMENTAL CONSULTATION/CONCURRENCE:

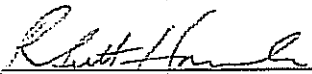
The Development Priorities Plan team is made up of various staff members from Community Design and Development Services (Development and Parks Planning and Engineering), and Finance. The DPP team supports the Development Priorities Plan (2007) and the recommendations in this report.

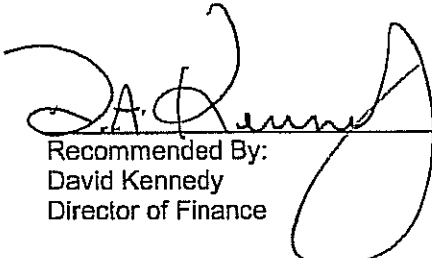
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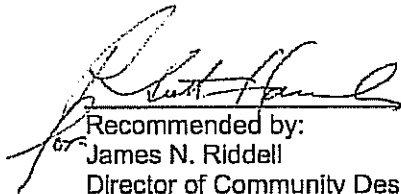
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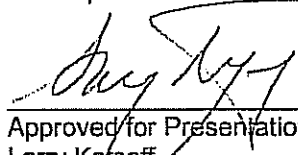
ATTACHMENTS:

2007 Development Priorities Plan


Prepared By:
R. Scott Hannah
Manager of Development Planning


Recommended By:
David Kennedy
Director of Finance


Recommended by:
James N. Riddell
Director of Community Design and
Development Services


Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

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2007 Development Priorities Plan

January 2007

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Schedules

- 1 Number, type and Distribution of Potential units registered in Plans of Subdivision between October 31, 2005 and October 31, 2006.
- 2 Summary of 2007 - Post 2008 Proposed Staging
- 3 Draft Plan Approval Activity
- 4 Summary, Draft Approved and Preliminary Plans (Northeast, Northwest and South plus mapping)
- 5 Building Permits for new Residential Units by Dwelling Unit Types as of December 31, 2006.
- 6 Residential Construction Activity by Unit Type, City of Guelph 1985 to 2006.
- 7 Potential Development Summary - Short, Medium and Long Term, December 31, 2006.
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1 INTRODUCTION

The Development Priorities Plan (DPP) is prepared annually by Community Design and Development Services with the assistance of the Finance Department. The first annual DPP was prepared in 2001 as a recommendation from a study of the Development Services function of the City undertaken by Arthur Anderson in 1999.

The DPP is intended to manage the rate and timing of development in the City. The DPP provides a multi-year forecast of development activity as measured by the anticipated registration of draft plans of subdivision. The preparation and approval of the DPP is in keeping with one of the goals of the 'City of Guelph Strategic Plan 2005 and beyond – A great place to call home' being "To manage growth in a balanced sustainable manner". Through the recommendations in the DPP, City Council establishes priorities for the planning and development of future growth areas.

Other objectives of the Plan include:

1. To outline the municipal intentions with respect to the review, processing and servicing of plans of subdivision (residential and industrial).
2. To provide a tool to assist with integrating the financial planning of growth related capital costs (10-Year Capital Budget Forecast) with land use planning and the timing of development in new growth areas.
3. To help estimate potential development charge revenues and expenditures.
4. To ensure an adequate supply and mix of housing units consistent with the goals and objectives of the Official Plan and to ensure a minimum three year supply of residential units in draft approved and registered plans to satisfy the Housing policies of the Provincial Policy Statement.
5. To monitor the number of new lots being created as part of the Provincial Government's "Municipal Performance Measurement Program".

Notes:

6. To assist the development industry and Boards and agencies involved in development (School Boards, Guelph Hydro) by providing growth and staging information for the City.

The development industry, individual landowners and the general public should use the DPP as data and information related to the priority for current and future residential and industrial development.

The DPP is also prepared in accordance with the policies of the City of Guelph Official Plan, in particular Section 4.2.3, which states:

“The City will undertake a strategic review of its growth management objectives and policies. As an interim step, a development priorities plan will be prepared that will assist in defining the rate, timing and location of development and redevelopment that should occur in the Municipality. This plan prepared and updated on an annual basis, will provide a multi-year forecast of growth.”

By approving the 2007 DPP City Council will set a limit for the creation of potential dwelling units from Registered Plans from October 31, 2006 to October 31, 2007 (see **Schedule 2**). Staff will be asked to manage the registration of the various subdivisions identified for 2007 to ensure that the dwelling unit targets are not exceeded. By approving the annual DPP, Council will also highlight those Draft Plans of Subdivision (or phases) that are anticipated to be considered for Draft Plan Approval (DPA) in 2007 (see **Schedule 3**). Staff will be asked to devote time and resources to resolving issues associated with these draft plans so that they can be considered for DPA by Council in 2007.

City Council sets a limit on the creation of potential dwelling units through the approval of the annual DPP.

The sections that follow lay out the criteria used by Staff for determining the priority of the various subdivisions and provide an explanation for the schedules of the annual DPP. This document also includes a brief discussion of the flexibility included in the plan and the process to advance the priority of subdivisions (or a particular phase) into the current year.

2 CRITERIA FOR DETERMINING THE PRIORITY OF SUBDIVISIONS

The DPP annually approves the subdivisions (or phases), already Draft Approved, that may be registered. The plan also identifies the preliminary plans of subdivision that staff intend to present to City Council for consideration of Draft Plan Approval in the short term. A number of factors have been considered in determining the priority for registration and Draft Plan approval.

The factors influencing the support for a Registration include:

- Any required Capital works have been approved in the 10 year Capital Forecast.
- Appropriate Phasing Conditions have been fulfilled (e.g. approval of an EA).
- Proximity of servicing (e.g. end of pipe versus need for a service extension).
- Servicing capacity (water and waste water).
- The realization of the goals, objectives and policies of the Official Plan.
- The objective of balanced community growth in all three geographic areas (NW, NE and South).
- The provision of Community benefits (e.g. the addition of parks and school sites).
- Commitment by the Developer (e.g. signing of Engineering Services agreement, posting of Letters of Credit).
- Status and complexity of Draft Plan conditions and timing to fulfill (e.g. need for Environment Implementation Report).
- The variety and mix of housing units being provided.

Notes:

- Consideration of the City's Growth Management objectives (an average annual growth rate of 1.5 %) and Population Projections.
- Review of Staff resources.

The factors influencing the consideration of Draft Plan approval are:

- The status of relevant Community, Secondary Plans or Watershed Studies.
- Conformity with the Official Plan and any applicable Secondary or Community Plan.
- The need for growth to maintain a 5-year supply of dwelling units in Draft Approved and Registered Plans.
- The need and status of required Capital works in the 10 year Capital Forecast.
- Servicing capacity (water and waste water).
- Council's approved "Phasing Policy for New Large-Scale Residential Plans of Subdivision"
- The objective of balanced community growth in all three geographic areas (Northwest, Northeast and South).
- Complexity of issues and the time necessary to resolve them (e.g. environmental impact, neighbourhood concerns).
- Review of Staff resources.

3 EXPLANATION OF SCHEDULES IN THE DPP

The Development Priorities Plan Report 2007 – Post 2008 is comprised of several schedules showing statistical information related to development activity in the City of Guelph. In most cases

Notes:

[illegible]

the tables are divided into three geographical areas of the City, namely “Northwest”, “Northeast” and “South” to correspond with the same geographical areas that were used for the Population Projections Report (“City of Guelph Household and Population Projections 2001-2027”). Guelph City Council approved this study in May 2003. The Population Projections Report contemplated an average annual growth of approximately 1000 dwelling units per year from 2001 to 2006 and 900 dwelling units per year for the years 2006-2011. It was also assumed that the growth would occur 17% in the northwest, 37% in the northeast and 46% in the south to meet the objective of providing balanced community growth.

Based on population projections, Guelph is expected to grow at an annual rate of 900 dwelling units per year for the period 2006-2011.

The Schedules are described in detail below:

Schedule 1: Registration Activity between October 31, 2005 and October 31, 2006.

This table monitors the registration activity for the previous year against the approved DPP for the same time period (in this case the 2006 DPP). The numbers in the table are the potential supply of dwelling units from new subdivisions that have been added to the available supply during the previous Calendar year. Staff will not allow these numbers to exceed the approved DPP dwelling unit targets unless authorized by Guelph City Council.

The plans that were registered between October 31, 2005 and October 31, 2006 are divided into the three geographic areas of the City. The unit counts are potential dwelling units and are not indicative of building permit activity (this information is provided on **Schedule 5**). The table shows the number of dwelling units that could be created if the registered plans were fully built out in accordance with the maximum number of dwelling units permitted in the approved zoning.

Schedule 1 displays that 7 plans of subdivision (or phases) achieved registration in 2006 or executed a subdivision agreement. City Council approved the registration of 1287 potential units with the 2006 DPP. Only half of the total potential units expected to be registered in 2006 were registered. These registrations total 648 potential residential units with 50% of the development occurring in the Northeast and 50% in the South. Overall, 80% of the units

registered are detached or semi-detached and 20% are multi-residential units. This is the lowest registration activity recorded since the initiation of the DPP in 2001.

Schedule 2: Summary of 2007 – Post 2008 Proposed Staging, Dwelling Unit Targets.

This Schedule summarizes the staging of development within the DPP. The unit counts provided on the chart provide a summary of all of the dwelling units that could result from all Draft Approved and Preliminary Plans of Subdivision as of October 31, 2006.

The portion of the table entitled “2007 Proposed Registrations” is the recommended dwelling unit limits that City Staff are asking Council to approve for the year 2007.

The recommendation for the 2007 DPP is a total of 1087 potential units in 9 plans of subdivision. This recommendation would result in 30% of new development in the Northeast, 15% in the Northwest and 54% in the South which is in keeping with the Population Projections study.

Schedule 2 of the DPP displays the recommended dwelling unit limit for 2007.

The portion of the table entitled “2008 Anticipated Registrations” is a summary of the likely registration activity in the year 2008, based on input received from the Development Community and Staff’s examination of the criteria for determining the priority for subdivision registration. This portion of the Table is not a commitment to a registration during 2008 because the DPP is approved on an annual basis and provides a Council commitment for the next year only (in this case 2007). It is, however, Staff’s best estimate of the plans that could be registered during 2008. Schedule 2 shows that 1182 units are anticipated to be registered in 2008.

The final portion of the table entitled “Post 2008 Anticipated Registrations” summarizes the potential dwelling units within all remaining plans for subdivision that have received Draft Plan approval or have been submitted on a preliminary basis to the City. There are approximately 5000 units in proposed plans of subdivision that are proposed to be registered post 2008. Approximately 1550 units are in draft approved plans, 2250 units are in

preliminary plans and 1140 units are part of future applications. Development from these plans is 17% in the Northwest, 34% in the Northeast and 49% in the South.

Schedule 3: Draft Plan Approval Activity

This schedule provides information on current and future Draft Plan approval activity in the City. **The table entitled “Plans Anticipated to be considered for Draft Plan Approval in 2007” highlights the draft plans (or phases) that staff believe will be ready to be considered for approval by Council during 2007.** Inclusion in this table does not guarantee that the plan will be presented to Council for consideration of DPA in 2007 nor does it commit Council to approving all, or any portion, of the plan. Staff will however be asked to devote time and resources to evaluating the application and resolving issues associated with these draft plans so that they can be considered for DPA by Council in 2007. Five residential plans of subdivision are included in this table with a total of 878 units (66% detached and semi-detached and 44% townhouse and apartments).

The table entitled “Draft Approved Plans during 2006” highlights plans of subdivision (or phases) that received Draft Plan approval by Council during 2006. Eight plans of subdivision were draft approved in 2006 resulting in 944 units (61% detached and semi-detached and 39% townhouse and apartments).

Schedule 3 displays the plans that are anticipated to be considered for Draft Plan approval by Council in 2007.

Schedule 4: Development Priorities Plan, Draft Approved and Preliminary Plans

This schedule is broken up into three (3) components and provides the details that generated the Summary provided in **Schedule 2**. The three components include:

1. A table showing the total number of potential dwelling units in Draft Approved and Preliminary Plans of Subdivision broken into the three geographic areas of the City. **(Please note the total number of dwelling units provided on this chart is identical to the total found on Schedule 2).**

Schedule 4 provides the detailed breakdown of plans of subdivision and expected timing of development.

2. Tables showing the detailed land use breakdown of the individual Draft Plans of Subdivision located in the three geographic areas of the City. The headings and information provided in these tables are described in more detail in the **Section 4** of this report **“Explanation of Columns and Headings”**.
3. Mapping of the three areas of the City (NW, NE and South), which provides a visual presentation of the recommended priority and timing for the individual plans of subdivision.

Schedule 5: Building Permits for New Residential Units

This table shows building permit activity for the last two years. The data for 2006 is reported to year end. Permit activity has declined recently from a record high of 1495 units in 2004 to 837 units in 2006. This downward trend in permit activity is expected to continue in 2007.

Schedule 6: Residential Construction Activity

This chart shows residential construction activity in the City of Guelph over the last 20 years (1986-2006). **Schedules 5 and 6** are used by City Staff to monitor the number of units constructed in the City by year. Registration activity is a measure of the supply of potential units. Construction activity is a measure of the demand or absorption of the units that were previously registered. The Population Projections Report and the Development Charges Study both assumed that the City would grow at a rate of approximately 1000 dwelling units per year for the years 2001 – 2006 and 900 units per year from 2006 to 2011.

The average permit activity from 2001 to 2005 is 1047 units per year (not including accessory apartments) or 1151 units per year (including accessory apartments) which is a 5% to 15% increase over what the Population Projections Study expected.

The building permit activity for 2006 (837 units) is slightly less (-7%) than the projected 900 units per year.

Notes:

[illegible]

The twenty (20) year average (1987 -2006) for building permit activity is 874 units per year (not including accessory apartments) or 904 units per year (including accessory apartments).

The ten (10) year average (1997-2005) is 980 units per year (not including accessory apartments) or 1040 units per year (including accessory apartments).

Schedule 7: Potential Development Summary – Short, Medium and Long Term

This table breaks the potential dwelling units into three time frames: Short, Medium and Long Term. The short term supply includes lots and blocks that are registered and where building permits are readily available. The medium term supply includes lots and blocks in Draft Approved Plans that have not been registered and long term supply includes lands designated for development where staff is considering preliminary plans or unofficial proposals. The Provincial Government, in its Provincial Policy Statement, requires a municipality to have a minimum three-year supply of dwelling units in Registered and Draft Approved Plans (short and medium term). The current figures indicate that as of December 31, 2006, the City has approximately 6300 potential dwelling units in these two categories representing approximately a 7-year supply of growth, based on the growth projections.

Currently, the City of Guelph has approximately a 7 year supply of units in draft approved and registered plans.

Schedule 8: Third Quarter Updates on Water and Waste Water Flows

The City of Guelph allocates physical water and wastewater capacity at the time of registration as per an agreement with the Ministry of the Environment (MOE). With respect to draft plan approvals, the City must ensure that the planning commitment for sewage treatment capacity does not exceed the assimilative limits of the Speed River approved in 1998 as part of the Wastewater Treatment Strategy Schedule “C” Class Environmental Assessment. Environmental Services is in the process of updating the 1998 Class EA to confirm the ability of the Speed River to receive a 9,000 m³/day expansion in flow from the existing wastewater treatment plant.

Notes:

Similarly, the City must ensure that the long-range water supply commitments to draft plans are below the rated capacity. Environmental Services recently completed and Council approved the Water Supply Master Plan. Climatic conditions, well interference and water quality influences are impacting upon the yield of the existing municipal water supply. The goal of the Water Supply Master Plan is the provision of an adequate and sustainable supply of water to meet the current and future needs of all customers. In September of this year, the City received approval from the Ministry of Environment (MOE) of an Environmental Assessment (EA) to increase the water taking at the Arkell Spring Grounds by approximately 9,000 m³/day. With this the EA approval, it is expected that a portion of this increased water supply capacity will be commissioned by late 2008. The EA also recommends implementation of conservation and efficiency strategies to ensure the best use of the City's existing water resources. In the past five years, conservation, efficiency and reduced sewer inflow/infiltration have allowed development to occur without significantly increasing annual water supply or wastewater treatment flows.

In addition to the water and wastewater capacity expansions proposed above, Environmental Services is in the process of developing a long term Wastewater Treatment Master Plan to address the needs of development in Guelph for the next 50 years. This master plan, in conjunction with the Water Supply Master Plan, will form part of the Local Growth Strategy which has been commenced by Community Design and Development Services.

The tables in **Schedule 8** provide the latest information on Water and Wastewater capacity. These tables have previously been attached to draft plan of subdivision application reports as subdivision applications come forward to Council for approval. With the tables being updated and included in the Development Priorities Plan on an annual basis, the necessity to provide the tables on an individual draft plan of subdivision application basis should not be required if the subdivision application has been accounted for in the Development Priorities Plan. In the future, staff will confirm that draft plan of subdivision applications are consistent with the approved Development Priorities Plan and therefore, the subdivision

Notes:

applications would fall within the water and wastewater capacity criteria shown on the tables included in the approved Development Priorities Plan for the current year.

Schedule 9: Total Draft and Registered Plan Analysis

These charts illustrate the relationship between the current supply of Draft Approved and Registered lots in comparison to projected annual take up.

Schedule 9 displays a 5 year supply of detached and semi-detached units, a 6 year supply of townhouse units and a 14 year supply of apartment units in draft approved and registered plans. The Populations Projection Study determined a supply of 900 units per year for the years 2006-2011 which is made up of 495 (55%) detached/semi-detached, 225 (25%) townhouses and 180 (20%) apartments.

4 EXPLANATION OF COLUMNS AND HEADINGS IN SCHEDULE 4

The following is an explanation of the columns and headings found in the tables featured in Schedule 4. Schedule 4 is broken out into geographic areas of the City; Northeast, Northwest and South.

⇒ FILE NUMBER (DESCRIPTION)

The City file number and name are provided for each proposed plan of subdivision (e.g. Northeast Residential, 23T-98501, Watson East). (NB: the files are listed in chronological order from oldest to most recent).

⇒ STATUS

The files/subdivisions are either:

Notes:

1. Draft Approved (City Council has approved).
2. Preliminary (Formal applications have been received and are being reviewed by City Staff).
3. Future (Unofficial Proposals have been received by City Staff, but no formal application has been made).

No development will be identified in the DPP until; at least, an Unofficial Proposal has been filed with the City.

⇒ **RESIDENTIAL**

The number of potential dwelling units from the residential portion of a subdivision, yet to be registered, is presented in four columns:

D = detached dwellings
SD = semi-detached dwellings
TH = townhouse dwellings*
APT = apartment dwellings*

* The dwelling unit numbers for Townhouse and Apartment dwellings is based on the maximum densities permitted by the Zoning By-law. The actual number of dwelling units eventually built on individual properties is sometimes less than the maximum densities allowed.

⇒ **COMM, IND, INST,**

The land area (in hectares) within plans of subdivision zoned or proposed for Commercial (COMM), Industrial (IND) and Institutional (INST) land uses.

Notes:

⇒ PARK

The land area (in hectares) within plans of subdivision that is zoned for Parkland or is proposed to be dedicated to the City for Parkland. The phrase “Cash-in-lieu” is listed for those plans of subdivision where the City expects to receive a cash payment in lieu of a land dedication for parkland purposes.

⇒ DRAFT PLAN APPROVAL DATE

For “Draft Approved” plans, the date listed is the actual date of Draft Plan approval. For “Preliminary” and “Future Plans” the date listed is the year in which staff expects that the plan of Subdivision will be presented to Council for consideration of Draft Plan approval. **This year is not a commitment by Staff nor does it guarantee that City Council will support the plan in whole or in part. The year provided is an estimate by staff of when the subdivision will be ready to be reviewed by City Council after considering the factors influencing the consideration of Draft Plan approval. Schedule 3 provides a summary of the Draft Plans (or phases) that are anticipated to be considered for draft plan approval in 2007.**

⇒ DC EXPENDITURE/REVENUE

This column lists the expected revenue and expenditures from the hard service component of Development Charges (DCs) to construct the plan of subdivision. The DC revenue is based on the current rates. The DC expenditures are based on capital works for hard services (roads, sewers, and wastewater treatment plant expansion) directly attributable to the plan of subdivision. For larger capital works (e.g. road improvements, wastewater treatment plant) the expenditures have been allocated as a percentage of the benefiting landowner or on a per unit cost.

⇒ EXPECTED DEVELOPMENT

This column identifies the priority for registration given to the plan of subdivision or phases of the plan. The year in which the plan of subdivision (or phase) is likely to be registered and the potential number of dwelling units are presented. The individual plan

Notes:

will either be identified as 2007, 2008 or Post 2008. The information from this column is used to create the Summary Table in **Schedule 2**. The timing and phasing is also consistent with the mapping provided at the end of **Schedule 4**.

The expected development is reviewed on an annual basis and adjusted accordingly.

5 FLEXIBILITY

Subdivisions that are scheduled and approved to be registered in 2007 may not necessarily proceed. In some cases, registration does not proceed as the developer/owner may decide that the market conditions do not dictate the risk to service a particular development. In other cases, the time to clear various conditions (e.g. preparation and approval of a necessary Environmental Implementation report) may have been underestimated. Under these circumstances the DPP builds in flexibility for development not currently approved to be registered in 2007 to be advanced. City Staff have the authority to move the registration of developments ahead (e.g. from 2008 to 2007) provided that the dwelling unit target will not be exceeded and any capital expense is already approved in the capital budget. Council approval is required if a development wishing to be advanced exceeds the dwelling unit targets or there is an impact on the capital budget. Under this scenario, Staff will review the situation and prepare a report and recommendation to the Community Development and Environmental Services Committee of Council.

City staff meets quarterly with the Guelph Development Association and the Guelph and District Homebuilders to review the status of all development in the DPP to ensure that this flexibility is realized.

Notes:

6 SUMMARY OF DEVELOPMENT ACTIVITY IN 2006

The best way to describe subdivision and building permit activity for the year 2006 was steady but slightly slower than in previous years. 2006 represents the second consecutive year that permit activity has fallen from the historic high set in 2004 when 1495 permits were issued. As of the end of December 2006 a total of 837 new dwelling units have been created (see **Schedule 5**). This total is a slight reduction (-3%) from the 864 new residential dwelling units that were built in 2005. However, the totals for the last two years compare well with the direction of City Council to grow at approximately 900 dwelling units per year from 2006 to 2011 as set out in the Population Projections study.

Building permits for 837 new dwelling units were issued by year-end 2006.

The reduction in permit activity over the last two years is consistent with other area Municipalities and seems to reflect a general weakening in demand in the residential marketplace. The Canadian Mortgage and Housing Corporation (CMHC) predicts that new housing construction will continue to ease in 2007 from the record highs set a few years ago. There are several factors that may be responsible including higher land, labour and material costs causing house prices to rise and changes in consumer confidence. While consumer confidence remains high, the CMHC predicts that slower job growth will result in less households being willing and able to purchase a new home. However, demand for new homes will continue as mortgage rates are predicted to remain low into 2007. The CMHC states that while housing starts for detached dwellings are declining from the record levels, the demand for less expensive forms of housing (i.e., semi-detached, townhouses and apartments) will strengthen.

Recent permit activity has continued to see a balanced supply of a full range of housing forms including townhouses and apartments. In 2005, 337 permits were issued for new townhouse and apartment dwellings representing approximately 39% of the total dwelling units. This balance has continued for 2006 where 331 permits (40%) have been issued for multiple forms of residential accommodation. Both figures are consistent with the policy of the City that encourages at least 40% of the dwelling units to be multiple residential forms (includes townhouses, apartments and accessory apartments).

Registration activity was significantly less than anticipated in 2006. Of the 12 registrations proposed for 2006, only 3 were officially registered while 4 others signed subdivision agreements allowing the

commencement of servicing. These seven (7) plans of subdivision (or portions of these plans) will result in the potential creation of 648 dwelling units. This overall figure is approximately half of the 1287 dwelling units that were supported for registration by City Council (see **Schedule 1**). Registration activity in the **south** end included the second phase of the Westminister Woods East subdivision (61M-130) and the Conservation Estates subdivisions (61M-133). Registration activity in the **east** end of the City included an additional phase (Phase 4) of the Watson East subdivisions (61M-132). There was no registration activity in the **west** end of Guelph in 2006.

Several larger phases of existing subdivisions were also expected to be registered in 2006 including Phase 4B of the Grangehill subdivision (23T-03504) in the east and the next phase of the Mitchell Farm subdivision (23T-88009) in the west. The Grangehill registration was delayed at the request at the developer. For the Mitchell Farm project, Ministry of the Environment (MOE) approvals of the servicing design, necessary to tender the project, were not received until late in 2006. At that point, the developer (Armel Corporation) decided to delay the registration until spring of 2007 rather than proceed with servicing the phase over the winter months. These phases have been carried forward and are included in the proposed and anticipated registrations for 2007 and 2008 (see Forecast for 2007 below).

The 2006 DPP was the first year that a schedule for plans of subdivision seeking Draft Plan approval (DPA) formed part of the DPP. This inclusion responded to a new policy supported by Council dealing with the phasing of new large-scale residential subdivisions. The policy requires that draft plan approval of residential subdivisions containing more than 200 potential dwelling units or greater than 10 hectares in area be brought forward for consideration in a logical phase or phases in keeping with the approved DPP. In keeping with this policy, eight (8) draft plans of subdivision (or phases of these subdivisions) were granted Draft Plan Approval (DPA) in 2006. This added 944 potential dwelling units to the medium term supply of potential dwelling units in the City. These plans include the third phase of the Westminister Woods East project (23T-02502) and the first phase of the Almondale Homes subdivision (23T04501) at the northeast corner of Eastview Road and Watson Parkway North. Both plans were identified for consideration of Draft Plan approval in 2006 as part of the 2006 DPP. **Schedule 3** provides a summary of all of the plans that achieved Draft Plan approval in 2006.

Notes:

Two (2) plans of subdivision were granted extensions to draft plan approval in 2006 to allow time to complete the plans. The Arkell Springs subdivision (23T-01507) received a 2-year extension to July 11, 2008. The last phase of this subdivision is expected to be registered in 2007. The Valeriotte subdivision (23T-99501/23T-96501) received a 3 year extension to November 21, 2009. The servicing of this last remaining phase of the subdivision, located on the west side of Cityview Drive, needs to be coordinated with the development of the lands on the east side of Cityview Drive.

7 FORECAST OF SUBDIVISION AND PERMIT ACTIVITY FOR 2007

Building permit activity in the residential sector is relatively uncertain. Like other Ontario cities, Guelph has experienced a reduction in residential permit activity in the past couple of years from the record high level set in 2004. There was a significant reduction from 2004 to 2005 (-42%) and a slight reduction again from 2005 to 2006 (-3%).

Recent articles suggest that the recent cooling off of residential housing starts is expected to continue into 2007 and Guelph is expected to follow this trend.

In Guelph, the permit activity for 2007 is forecast to be consistent with or slightly less than the activity experienced in 2006 (837 new dwelling units). The factors influencing the downward trend for new home construction across Ontario are also relevant to Guelph.

The permit activity is expected to continue to include a full range of dwelling units including detached, semi-detached, townhouse and apartment construction. The range and expected number of new permits is consistent with the City population projections study and the City's objective to provide a variety of housing options to meet the diverse housing needs within the community.

Interest in obtaining draft plan approval and registration of various subdivisions remains strong. In fact, at the outset of the annual DPP review in August 2006, City staff were faced with requests from the development community to register in excess of 2000 potential dwelling units during 2007. While City staff were encouraged by the cooperation from the various developers to modify these

Building permit activity has decreased in 2006; this decrease is not unique to Guelph.

requests, the final requests still exceeded the final recommended dwelling unit targets (see Schedules 2, 10 and 11). Staff have recommended pushing back the anticipated registration of some subdivisions due to:

1. Council's desire to grow at approximately 900 units per year as set out in the Council approved population projection targets.
2. The impact of the new Provincial Places to Grow legislation that places requirements on where future growth needs to occur (see discussion in Section 8).
3. The need to take a more conservative approach to approvals and registrations to ensure that anticipated capacity upgrades in the water and waste water systems are fully operational (see discussion in Section 3)

Requests to register all or parts of 9 subdivisions are contained within the recommended dwelling unit target of 1087 dwellings contained on **Schedule 2** for the 2007 DPP (see Section 10 Conclusions and Recommendations) Four (4) registrations are expected in the east, four (4) in the south and one (1) in the west. This number of expected subdivision registrations is less than the number supported with the 2006 DPP and is the lowest number recommended since the initiation of the DPP.

Staff expect that five (5) preliminary plans of residential subdivision are likely to be ready to be presented to Council for consideration of Draft Plan approval in whole, or in part, during 2007 (see **Schedule 3**). The subdivisions (or parts thereof) that may be considered for Draft Plan approval in 2007 include a total of approximately 878 potential dwelling units. Here again, the number of plans is considerably less than the requests received by the development community. The recommendation reflects the need to ensure that growth is consistent with Council's population projection target of 900 units per year, considers the implications of the Growth Plan for the Greater Golden Horseshoe (see Section 8) and servicing constraints.

Notes:

8 IMPLICATIONS OF THE PROVINCIAL GROWTH PLAN AND THE FUTURE OF THE DPP

On June 16, 2006 the Province released the Growth Plan for the Greater Golden Horseshoe, 2006. This plan was prepared under the Places to Grow Act, 2005 as part of the Places to Grow initiative to plan for healthy and prosperous growth throughout Ontario. The new growth plan has significant implications for the future development of the City. Since the first DPP was prepared, it has been used effectively as a tool by City Council to manage the rate and timing of development from new plans of subdivision. As a result, City staff view the DPP as the logical tool to be modified to monitor the City's obligations under the Growth Plan. Of particular interest is that the Growth Plan establishes intensification and density targets for certain areas within municipalities. The Growth Plan also establishes population and employment projections for Guelph. The following discussion highlights some of the obligations under the Growth Plan and recommendations by City Staff on how the DPP could be modified to monitor these obligations.

Intensification Target

The Growth Plan establishes that single tier municipalities (like Guelph) will plan for a phased increase in the yearly percentage of residential intensification so that by the year 2015 a minimum of 40% of all new residential units occurring annually within each municipality will be within the defined built up area. Currently, City staff are reviewing and refining a draft "built boundary" with representatives of the Ministry of Public Infrastructure Renewal. This built boundary should be established in early 2007.

Since the Growth Plan states that all municipalities will develop strategies to phase-in and achieve intensification and the intensification targets the following changes are recommended to future Development Priority Plans starting with the 2008 DPP:

- ◆ The mapping for the 2008 DPP (Schedule 4) will clearly identify the built boundary.
- ◆ Building permit statistics (Schedule 5) will continue to show an overall City total but also be broken into permits within the defined "Built up" area and designated

Notes:

“Greenfield” area to monitor the percentage of new development within the two areas.

- ◆ The Schedules and mapping for the 2008 DPP will be modified to show all potential residential developments (infill and subdivisions) within the “Built up” and “Greenfield” areas to provide an inclusive inventory of potential residential units in both areas.

Density Targets

The Growth Plan also specifies a set of density targets for the identified Urban Growth Centre (i.e., the downtown area) and the designated Greenfield area. The City of Guelph is one of the identified municipalities where a minimum density target (in this case 150 people and jobs per hectare) is to be achieved in the Urban Growth Centre. Similar to the establishment of the Built Boundary, the Ministry of Public Infrastructure and Renewal will meet with City Staff to establish the boundary of the Urban Growth Centre in Downtown Guelph.

The density target for the whole of the designated Greenfield area is to be not less than 50 residents and jobs combined per hectare. The density target is to be measured over the entire designated Greenfield area, not by individual project, and excludes areas such as provincially significant wetlands where development is prohibited. Census data, released every five years, will be used to monitor progress towards achieving the targets, although municipal data is expected to be used to supplement the census to obtain a count of jobs and residents that is as accurate as possible. The following changes are therefore recommended to future Development Priority Plans starting with the 2008 DPP:

- ◆ The Mapping for the 2008 DPP will identify the Urban Growth Centre Boundary and the Built Boundary. It will also provide a density estimate for the areas based on the most recent census information as supplemented by municipal data.

Notes:

- ◆ A schedule will provide the density estimate for all draft approved plans within the designated Greenfield area based on the land use schedule for each draft approved plan.
- ◆ A density estimate for all new Draft Plans of subdivision recommended for consideration in 2008 in the Greenfield area will be provided based on the information available at the time of publication of the DPP (**NB: As noted in Section 4, Draft Plans of subdivision identified for consideration by the DPP does not commit Council to approving the plan in whole or in part. As the most appropriate time to review and establish future densities is at the time of Draft Plan approval, individual plans showing less than the density target will likely have to be modified to achieve the target).**

Population Projections

The population projections established by the Growth Plan are significantly higher for the City of Guelph than the current City projections prepared by CN Watson and approved by City Council in 2003. Further, the projections contained in the Growth Plan must be used for planning and managing growth in the Greater Golden Horseshoe.

The Province is currently undertaking an allocation process for Wellington County that will determine the population growth rate expected for the City of Guelph and Wellington County. It is expected that due to the growth projections outlined in the Growth Plan that the City will need to revisit the population projections in the near future as part of the Local Growth Management Strategy. It is also expected that the DPP will continue to be the primary growth management tool to assist City Council in managing the rate and timing of new growth.

Notes:

9 CIRCULATION OF DRAFT DPP TO THE DEVELOPMENT INDUSTRY

Staff continued to communicate with representatives of the Guelph Development Association (GDA) during the year 2006 to monitor the approved “2006 Development Priorities Plan”. Regular quarterly meetings were re-established during 2005 as part of the Development Application Review (DARP) initiative and the DPP was a regular agenda topic, among a number of issues associated with our development review process.

The Draft 2007 – Post 2008 DPP was circulated to the development community (owners/consultants and agencies) for comment on October 13, 2006. Following release of the draft, City staff met with the GDA representatives on October 31, 2006. At the meeting the GDA discussed several issues including:

- ◆ Servicing capacity upgrades (water and wastewater) and need for the DPP to clearly articulate the status of the upgrades and when additional capacity will be on-line and available.
- ◆ The Places to Grow legislation and the Growth Plan and the need to show how the DPP will be used to implement the intensification commitments set out in the Growth Plan.
- ◆ The need to make infill development easier since the Growth Plan encourages intensification and requires 40% of new growth to be within the Built up area. Several suggestions were discussed.

In response, the 2007 DPP includes an update on the status of the water and wastewater upgrades (see **Schedule 8**) and discussion and recommendations on how the DPP will be modified to monitor the intensification and density commitments set out in the Growth Plan. Staff are also reviewing the suggestions concerning infill development and will continue to dialogue with the Guelph Development Association.

Several individual responses were received from the owners and consultants concerning the timing of a number of draft and preliminary plans and the DPP in general (see also **Schedule 10**).

Notes:

A staff response to all of the comments and requests is provided on **Schedule 11**.

10 CONCLUSIONS AND RECOMMENDATIONS

The DPP continues to be a useful tool in meeting the City's Strategic goal of managing growth in a balanced sustainable manner. During 2006, the DPP was also effective in assisting staff in establishing priorities for the review and approval of new development from residential plans of subdivision.

10.1 Registration Activity

Registration activity in 2006 was significantly less than the dwelling unit targets set by Council as a limit to growth. The 2006 DDP supported the creation of up to 1287 potential dwellings units from new registered plans while only 648 potential units were registered. From 2001 to 2006 a total of 6025 potential dwelling units were registered for an average of 1004 units per year. This is in keeping with the Council approved population projection forecast which called for a growth of 1000 units per year from 2001-2006. Staff will continue to recommend registration activity to reflect the population projection forecast which now calls for an average of 900 units per year from 2006 to 2011.

10.2 Building Permit Activity

Residential building permit activity continued to decline in 2006. The residential permit activity for 2006, a total of 837 units at year end, is less than the 864 permits issued for new units in 2005. Buoyed by a strong economy and large inventory of potential units, 5756 permits were issued for new dwelling units from 2001 to 2005 for a year over year average of 1151 units. This is slightly higher than the Population Projections endorsed by Council. These projections indicated that the City would grow at a rate of approximately 1000 dwelling units per year for the years 2001 to 2006 and 900 units per year from 2006 to 2011. The number of permits issued for 2006 is less than the projection of 900 units per year and a slight decline in building permit activity is predicted for next year. The 20-year average is 904 dwelling units per year as noted on **Schedule 6**.

Notes:

10.3 Phasing Policy

The new phasing policy (established in 2005) for large scale residential subdivisions continues to be effective in introducing new potential dwelling units at a moderate rate into the medium term housing supply (plans with Draft Plan approval). During 2006, eight (8) draft plans of subdivision containing 944 potential units received Draft Plan approval (see **Schedule 3**). In support of this policy, the 2007 DPP highlights plans (or phases of plans) anticipated to be presented to Council for the consideration of Draft Plan approval in 2007 (see also **Schedule 3**). These are the subdivisions where staff time and resources will be devoted to resolving issues so that they can be considered by City Council. If supported these subdivisions would add a potential 878 dwelling units to the medium term supply. This number is also consistent with our growth projections (900 dwelling units per year from 2006-2011) and will assist in maintaining the medium term supply of units.

10.4 Inventory of Units

A managed approach to the approval of new units has maintained the medium term inventory of units at approximately 6300 units. This equates to an overall supply of approximately 7 years of growth at 900 units per year (see **Schedule 7**). Through careful management, the medium term supply of dwellings has been reduced from a high of 7600 units in 2003 to the current 6300 units. The medium term supply of low density dwellings (detached and semi-detached dwellings) remains at a 5 year supply (2411 units) while the inventory of townhouses and apartments remains high at 3875 units (approximately 60% of the supply). A managed approach to the introduction of new units is essential in conjunction with long-term water and wastewater capacities.

10.5 Water and Wastewater

An examination of the information regarding water and wastewater treatment flows (see **Schedule 8**) indicates that the City still has capacity to handle the commitments for the future dwelling units currently registered and draft plan approved.

The data indicates that the current wastewater treatment plant has the capacity for the registration of an additional 5100 units of residential development, which equates to 5.7 years of growth based on the population projections. For water, the data indicates a current capacity to register an

Notes:

additional 4800 dwelling units, which equates to a 5.3 year supply. In addition, long range forecasting shows the City has sewage treatment capacity for approximately 9400 additional residential units and water capacity for 7000 units.

10.6 Recommendations

City staff recommend that the 2007 Development Priorities Plan (DPP) be approved (Schedules 2, 3 and 4) and used as a guide to manage the rate and timing of development for the next year. The 2007 DPP recommends that Council support the creation of up to 1087 potential dwelling units from the registration of plans in 2007 (See **Schedule 2**). This figure is the lowest recommended total since the DPP was created in 2001. The figure also reflects a couple of new realities for new development.

The 2007 DPP recommends support for the creation of up to 1087 dwelling units from the registration of plans in 2007.

1. The DPP needs to respond to the population projection forecast, which recommends the creation of approximately 900 potential new units from 2006 – 2011. This is down from the 1000 dwelling units per year from 2001 to 2006.
2. The Growth Plan for the Greater Golden Horseshoe now requires that by the year 2015, 40% of new growth occur within the built up areas of Cities. Since most of the new subdivision activity identified by the DPP is expected to be identified beyond the built boundary (i.e. Greenfield area) there is the need to take a more conservative approach to Greenfield approvals and commitments.

Included in the 1087 potential units is a carryover of 162 units that were identified for registration in 2006. If these units are removed, 920 new units are included in the recommendation. In the recommendation, consideration was also given to the fact that only 648 potential units were registered in 2006. When the figures are combined (648+1087) the average for the two years would be 868 units. Both the number of new units (920) and projected two year average (868) are consistent with Council's current population project forecast of 900 units per year.

The breakdown of the components of the 1087 dwelling units is 657 detached, 64 semi-detached and 361 townhouses. If these registrations are endorsed, the City will continue to have a sufficient supply of lots and blocks in registered plans to respond to market needs and trends and maintain a competitive market place in terms of pricing. In terms of short-term supply, there are 2785 potential units (as of December 31, 2006) currently available for building permits in registered

plans. This overall number is down slightly from last year's DPP (2907 units). The number of potential detached and semi-detached dwellings has, however, remained consistent with the approximately 940 units last year. This is generally consistent with one of the recommendations in last year's DPP, which was to try and increase the short-term supply of these types of units. The vast majority of potential units in the short term supply, approximately 1800 units (65%) are in potential multiple residential projects (**Schedule 7**).

This year's DPP also recommends a number of plans for consideration of draft plan approval in 2007 (see **Schedule 3**). Included in the plans are approximately 878 future dwelling units which is also in keeping with the population projection (900 units per year).

City Staff also intend to make a number of changes to the DPP beginning with the 2008 DPP to respond to the Places to Grow legislation and more specification our commitments under the Growth Plan for the Greater Golden Horseshoe. These recommended changes were summarized in Section 8.

Notes:

SCHEDULE 1

NUMBER, TYPE AND DISTRIBUTION OF POTENTIAL UNITS IN REGISTERED PLANS OF SUBDIVISION BETWEEN OCTOBER 31, 2005 AND OCTOBER 31, 2006

Northwest

Plan # and Name	Detached	Semi-detached*	Townhouses*	Apartments*	Total
TOTAL	0	0	0	0	0

Northeast

Plan # and Name	Detached	Semi-detached*	Townhouses*	Apartments*	Total
61M-132 Watson East Phase 4	65		34		99
61M-?? Concession Holdings (Joseph Street)	15				15
61M-?? VictoriaView North	160		58		218
TOTAL	240	0	92	0	332

South

Plan # and Name	Detached	Semi-detached*	Townhouses*	Apartments*	Total
61M-130 Westminster Woods Ph. 2	188		6		194
61M-133 Conservation Estates	80		28		108
61M-?? Dawn Avenue	3				3
61M-?? Woodside Road	11				11
					0
					0
TOTAL	282	0	34	0	316

ACTUAL OVERALL TOTAL (2006)	522	0	126	0	648
APPROVED 2006 DPP	855	106	326	0	1287

ACTUAL OVERALL TOTAL (2005)	759	128	331	0	1218
APPROVED 2005 DPP	1056	140	324	0	1520

ACTUAL OVERALL TOTAL (2004)	315	66	211	100	692
APPROVED 2004 DPP	805	85	349	100	1339

ACTUAL OVERALL TOTAL (2003)	774	60	126	0	960
APPROVED 2003 DPP	926	134	125	0	1185

ACTUAL OVERALL TOTAL (2002)	567	120	127	199	1013
APPROVED 2002 DPP	1002	152	168	199	1521

ACTUAL OVERALL TOTAL (2001)	575	84	410	425	1494
APPROVED 2001 DPP	790	166	449	446	1851

* Semi-detached numbers are unit counts

*Townhouses and apartments based on approved zoning

SCHEDULE 2

SUMMARY OF 2007-POST 2008 PROPOSED STAGING DWELLING UNIT TARGETS

Sector	Single	Semi-Detached	Townhouses	Apartments	Total
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2007 Proposed Registrations

Northeast	225	32	81	0	338
Northwest	98	32	32	0	162
South	339	0	248	0	587
Subtotal	662	64	361	0	1087 *

2008 Anticipated Registrations

Northeast	323	98	177	50	648
Northwest	117	0	50	0	167
South	175	18	174	0	367
Subtotal	615	116	401	50	1182

Post 2008 Anticipated Registrations

Northeast	642	198	427	422	1689
Northwest	0	0	0	877	877
South	861	108	550	904	2423
Subtotal	1503	306	977	2203	4989

2007 DPP OVERALL	2780	486	1739	2253	7258
2006 DPP OVERALL	3082	450	1848	1964	7344
2005 DPP OVERALL	3767	646	2198	2013	8624
2004 DPP OVERALL	3867	734	2012	2071	8684
2003 DPP OVERALL	4132	806	1752	1935	8625
2002 DPP OVERALL	4141	831	1628	2127	8727

* includes a carryover of 162 potential units that were anticipated to be registered in 2006.
Note: 639 potential units that were expected to be registered in 2006 were not registered.

SCHEDULE 3

Draft Plan Approval Activity

Plans Anticipated to be Considered for Draft Plan Approval in 2007

Northeast	Single	Semi-Detached	Townhouses	Apartments	Total
23T-00501 Warner Custom Coating					
23T-04501 Almondale Homes	68	94	25	165	352
23T-06501 Walkover & Redline to 23T-98501	25		64		89
Total Northeast	93	94	89	165	441
Northwest					
Total Northwest	0	0	0	0	0
South					
23T-01508 Kortright East	175	28			203
23T-02502 Westminster Woods East	89		136		225
23T-06502 974 Edinburgh Road South	9				9
UP0608 Southgate Business Park					
Total South	273	28	136	0	437
Overall Total	366	122	225	165	878

Plans that were Draft Approved during 2006

Northeast	Single	Semi-Detached	Townhouses	Apartments	Total
23T-03502 58-78 Fleming Rd	23				23
23T-04501 340 Eastview Rd Ph 1	108	32	36		176
23T-05502 Concession Holdings	15				15
ZC0602 Watson School Site	35				35
Total Northeast	181	32	36	0	249
Northwest					
Total Northwest	0	0	0	0	0
South					
23T-01508 Kortright East	101			160	261
23T-03506 Conservation Estates	80		56		136
23T-03507 Pergola			26	77	103
23T-02502 Westminster Woods East Ph 3	179		16		195
Total South	360	0	98	237	695
Overall Total	541	32	134	237	944

SCHEDULE 4

Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Total

File # (Description)	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	DC Expenditure	DC Revenue
	D	SD	TH	APT						
Northeast	1190	328	685	472	2.538	2.884	1.76	2.994	\$6,800,037.00	\$13,585,551.00
Northwest	215	32	82	877	9.72	9.188	0	0.213	\$691,525.00	\$4,310,627.00
South	1375	126	972	904	6.384	167	2.6	4.84	\$14,426,203.00	\$15,682,295.00
TOTAL	2780	486	1739	2253	18.642	179.072	4.36	8.047	\$21,917,765.00	\$33,578,473.00

Note:

D = Single Detached	Comm = Commercial
SD = Semi-Detached	Ind = Industrial
TH = Townhouse	Inst = Institutional
APT = Apartment	DC = Development Charge

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Northwest Residential

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23T-86004 West Hills	Draft Approved				521	3.52			TBD	12/23/1987	(\$226,842) \$1,458,800	Post 2008
Servicing Comments:		Requires extension of existing services.										
Timing Comments:		Developer is reviewing final area of plan in conjunction with proposed realignment of Whitelaw Road. New draft plan expected which will include a park (size to be determined). Environmental Impact Study required because natural heritage feature (woodlot) is affected.										
23T-88009 23T-04503 Mitchell Farm	Draft Approved	215	32	82	356		4.688		0.213	6/1/1997 5/13/2005	(\$464,683) \$2,851,827	Phase 2007 (98 D, 32 SD, 32 TH) Phase 2008 (117 D, 50 TH) Phase Post 2008
Servicing Comments:		Requires extension of existing services. Storm sewer oversizing (SW0023).										
Timing Comments:		Registration of next phase will allow construction of park that also serves the adjacent neighbourhood.										

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Northeast Industrial

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	Expected Development
		D	SD	TH	APT						
23T-00501 Warner Custom Coating	Preliminary Part Zoning Approved						13.91 4.887			2007	2008
Servicing Comments:	Extension of watermain on York Road and connection to watermain on Airpark Place. Extension of services on Airpark Place. Storm water outlet for York Road via Airpark Place. Storm water outlet to Watson Road.										
Timing Comments:	None.										

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Northeast Residential

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23T-98501 Watson East Ph 5	Draft Approved	12		6	117	1.048	2.884	1.76		3/20/2001 (3 year extension to 2007/03/20)	(\$511,394) \$427,338	Post 2008
Servicing Comments:		Extension of existing services. Watson Road upgrades required. Watermain on Eastview Road required.										
Timing Comments:		Watson Road from Grange Road to Eastview Road approved in 2002 Capital Budget (RD0080). Watermain on Eastview Road forecasted for 2009 in 2006 Capital Budget (WW0069). Draft Plan approval required.										
23T-98501 / 23T06501 Watson Creek	Part Preliminary Draft Approved	54	52	127					part cash in lieu	3/20/2001 (3 year extension to 2007/03/20)	(\$756,364) \$1,233,925	Phase 2008
Servicing Comments:		Extension of existing services. Watson Road upgrades required. Watermain on Eastview Road required. Plan includes Flex zoning where it is assumed that 20-25% of the units will be semi detached.										
Timing Comments:		Draft Plan Approval required for 23T-06501 (Walkover lands) and approval of red-line amendment to 23T-98501. Watson Road from Grange Road to Eastview Road approved in 2002 Capital Budget (RD0080). Watermain on Eastview Road forecasted for 2009 in 2006 Capital Budget (WW0069).										
ZC0602 Watson East - Former School Site	Draft Approved	35								3/20/2001 (3 year extension to 2007/03/20)	(\$59,395) \$207,445	2007
Servicing Comments:		Extension of existing services. Watson Road upgrades required. Watermain on Eastview Road required.										
Timing Comments:		Zoning By-law amendment requires Council approval which is expected by the end of 2006.										
23T-98506 Grangehill Phase 5	Preliminary	67		53	140				0.428	2008	(\$315,377) \$1,041,866	Post 2008
Servicing Comments:		Extension of existing services.										
Timing Comments:		Requires amendment to the Official Plan. The application is on hold at the request of the applicant. The Council approved Commercial Policy Review identifies the lands as part of a mixed use node therefore the residential component of this plan may change.										

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Northeast Residential

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23T-99501 / 23T-96501 Valeriotte and Martini	Draft Approved	20							cash in lieu	11/23/2000 extension to 11/21/2009	(\$33,940) \$118,540	Post 2008
Servicing Comments:	Requires services from Cityview Drive. Upgrades to Cityview Drive required.											
Timing Comments:	Sanitary and water servicing for Cityview Drive identified as a Local Improvement Project (WS0032, WW0022). Requires extension of draft plan approval.											
23T-01501 Ingram	Draft Approved	106		76	50					9/6/2002 3 year extension to 9/6/2008	(\$1,069,798) \$1,130,706	Phase 2007 (43 D) Phase 2008 (29 D, 50 APT)
Servicing Comments:	Requires Victoria Road North upgrade and extension of watermain. Pumping station/forcemain design underway with construction scheduled for 2007.											
Timing Comments:	Victoria Road North upgrade approved in 2003 Capital Budget (RD0073). Registration of next phase will allow for completion of the park which includes the Ingram Farm House.											Phase Post 2008 (34 D, 76 TH)
23T-01502 Northview Estates	Draft Approved	105		45					1.166	9/6/2002 3 year extension to 9/6/2008	(\$711,655) \$836,940	Phase 2007 (54 D, 45 TH) Phase Post 2008 (51 D)
Servicing Comments:	Requires Victoria Road North upgrade and extension of watermain. Pumping station/forcemain design underway with construction scheduled for 2007 on Ingram lands.											
Timing Comments:	Victoria Road North upgrade approved in 2003 Capital Budget (RD0073).											
23T-01506 Cityview and Grange	Draft Approved	72							cash in lieu	3/4/2005	(\$122,184) \$426,744	2008
Servicing Comments:	Requires extension of existing services and requires services from Cityview Drive.											
Timing Comments:	Sanitary and water servicing for Cityview Drive identified as a Local Improvement Project (WS0032, WW0022).											

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Northeast Residential

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23T-03502 58-78 Fleming Road	Draft Approved	23							0.31 & cash in lieu	7/14/2006	(\$39,031) \$136,321	2008
Servicing Comments:	Requires extension of existing services.											
Timing Comments:	N/A											
23T-03504 Grangehill 4B	Draft Approved	145	46	50						10/4/2004	(\$1,227,427) \$1,370,507	2008
Servicing Comments:	Requires extension of existing services. Development of part of lands may require water booster pump system.											
Timing Comments:	N/A											
23T-04501 340 Eastview Rd Almondale Homes	Part Preliminary Part Draft Approved	173	126	61	165	1.49			1	3/14/2006 Part 2007	(\$1,099,059) \$2,525,082	Phase 2007 (93 D, 32 SD, 36 TH) Phase Post 2008
Servicing Comments:	Requires extension of services through the northerly portion of the East Watson Plan. Watermain on Eastview Road required.											
Timing Comments:	Next phase requires Draft Plan approval. Timing will be dependent on the development of the northerly section of the East Watson plan. Watermain on Eastview Road forecasted for 2009 in 2006 Capital Budget (WW0069). 12 lots on Eastview Road cannot be registered until Eastview Road is upgraded.											
UP0408 Cityview and Watson	Future	92		22					0.4	Post 2008	(\$186,176) \$650,202	Post 2008
Servicing Comments:	Part of lands require sanitary outlet through adjacent lands (Armishaw).											
Timing Comments:	Requires submission of application for draft plan approval. Requires CN approval and an EIS.											

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Northeast Residential

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
UP0506 Grangehill Ph 7	Future	125	62	63					TBD	Post 2008	(\$149,974) \$1,408,796	Post 2008
Servicing Comments:												
Timing Comments: Requires submission of application.												
UP0607 66-82 Eastview Road	Future	8		120					TBD	Post 2008	(\$102,656) \$619,696	Post 2008
Servicing Comments:												
Timing Comments: Requires submission of application for zoning amendment and possible draft plan approval. Environmental Impact Study required due to proximity to provincially significant wetland.												
UP0604 Cityview Drive (Fierro Dev)	Future	153	42	62					TBD	Post 2008	(\$415,607) \$1,451,443	Post 2008
Servicing Comments:												
Timing Comments: Requires submission of application for draft plan approval.												

SCHEDULE 4 Continued
Development Priorities Plan Draft Approved and Preliminary Plans

Sector

South Industrial

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	Expected Development
		D	SD	TH	APT						
23T-03501 (SP-0201) Hanlon Creek Business Park	Preliminary						167		Trails in lieu	2006	Phase 2007 Phase Post 2008
Servicing Comments:		Extension of existing services required. Phasing plan required to determine requirements. Possible watermain extension from east side of Hanlon and possible sanitary pumping station depending on phasing plan. SS0002, SW0007, WW0036, WW0053, WW0040, WW0052, WS0029, RD0093									
Timing Comments:		Minutes of Settlement of Ontario Municipal Board appeal approved October 23, 2006. Timing for development beyond the first phase will be dependent on MTO development cap and timing of Laird Road interchange.									
UP0608 Southgate Business Park	Future						50			2007	2008
Servicing Comments:											
Timing Comments:		Requires submission of application for draft plan approval. Timing for development will be dependent on MTO development cap and Laird Road interchange.									

SCHEDULE 4 Continued

Development Priorities Plan: Draft Approved and Preliminary Plans

Sector

South

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23T-01503 Victoria Gardens	Draft Approved	86	18	116	169	0.503				9/27/2002 extension to 9/27/2007	(\$2,202,482) \$1,642,812	Phase 2008 (86 D, 18 SD, 38 TH) Phase Post 2008
Servicing Comments:	Requires sanitary outlet via Victoria Road. Pumping station/forcemain design underway with construction scheduled for 2007. Gravity sanitary outlet to Speed River Trunk Sanitary Sewer to be constructed in conjunction with Victoria Road Bridge construction scheduled for 2007. Arkell Road upgrades required.											
Timing Comments:	Sanitary sewer construction on Victoria Road approved in 2002 Capital Budget (WS0055) and pumping station/forcemain approved in 2006 Capital Budget (WS0056). Victoria Road Bridge construction approved in 2006 Capital Budget (RD0051). Arkell Road forecasted for 2007/2008 in proposed 2006 Capital Budget (RD0141).											
23T- 01507 Outback Developments Arkell Springs	Draft Approved	50		72						7/11/2003 extension to 7/11/2008	(\$374,202) \$639,718	2007
Servicing Comments:	Requires extension of existing services and sanitary sewer on Arkell Road. Arkell Road improvements required.											
Timing Comments:	Arkell Road forecasted for 2007/2008 budget in proposed 2006 capital budget (RD0141). Completion of park is dependent on registration.											
23T-01508 Kortright East (Pine Meadows)	Part Draft Approved Preliminary	476	28	343	400	1		2.6	3.014	1/3/2006 Part 2007	(\$4,836,626) \$5,742,975	Phase 2007 (101D, 160TH) Phase Post 2008 (175 D, 28 SD) Phase Post 2008
Servicing Comments:	Requires sanitary outlet via Victoria Road. Pumping station/forcemain design underway with construction scheduled for 2007. Gravity sanitary outlet to Speed River Trunk Sanitary Sewer to be constructed in conjunction with Victoria Road Bridge construction scheduled for 2007.											
Timing Comments:	Sanitary sewer construction on Victoria Road approved in 2002 Capital Budget (WS0055) and pumping station/forcemain approved in 2006 Capital Budget (WS0056). Victoria Road Bridge construction approved in 2006 Capital Budget (RD0051). Kortright Road collector forecasted for 2008 in 2007 Capital Budget (RD0070). Victoria Road forecasted for 2010 in 2007 Capital Budget (RD0078).											

SCHEDULE 4 Continued

Development Priorities Plan: Draft Approved and Preliminary Plans

Sector

South

File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23T-02502 Westminster Woods East	Preliminary Part Draft Approved	459	80	223	190				0.12	Part 09/05/2005 Part 10/16/2006 Part 2007	(\$3,941,681) \$4,790,140	Phase 2007 (179 D, 16 TH) Phase 2008 (89 D, 136 TH)
Servicing Comments:	Extension of existing services required.											Phase Post 2008
Timing Comments:	Draft plan approval required for next phase(s). Revised submission and staging strategy has been received.											
23T-03507 Pergola	Draft Approved			26	77	4.881			0.446	5/26/2006	(\$708,516) \$339,594	Phase 2007 Phase Post 2008
Servicing Comments:	Sanitary sewer outlet complete to Clair Road limit of property from Farley Drive. Watermain extension on Gordon Street required. Developing part of lands will require water pressure booster system.											
Timing Comments:	First phase (2007) to include commercial component of plan. Gordon Street, south of Clair, improvements forecasted for 2009 in 2006 Capital Budget (RD0114).											
23T-05501 Victoria Park West	Preliminary	14							cash in lieu	Post 2008	(\$23,758) \$82,978	Post 2008
Servicing Comments:	Detailed servicing report required. Requires sanitary outlet via Victoria Road. Pumping station/forcemain design underway with construction scheduled for 2007. Gravity sanitary outlet to Speed River Trunk Sanitary Sewer to be constructed in conjunction with Victoria Road Bridge construction scheduled for 2007.											
Timing Comments:	Requires Draft Plan approval. Requires environmental studies. Sanitary sewer construction on Victoria Road approved in 2002 Capital Budget (WS0055) and pumping station/forcemain approved in 2006 Capital Budget (WS0056). Victoria Road Bridge construction approved in 2006 Capital Budget (RD0051). Victoria Road forecasted for 2010 in 2007 Capital Budget (RD0078).											

SCHEDULE 4 Continued

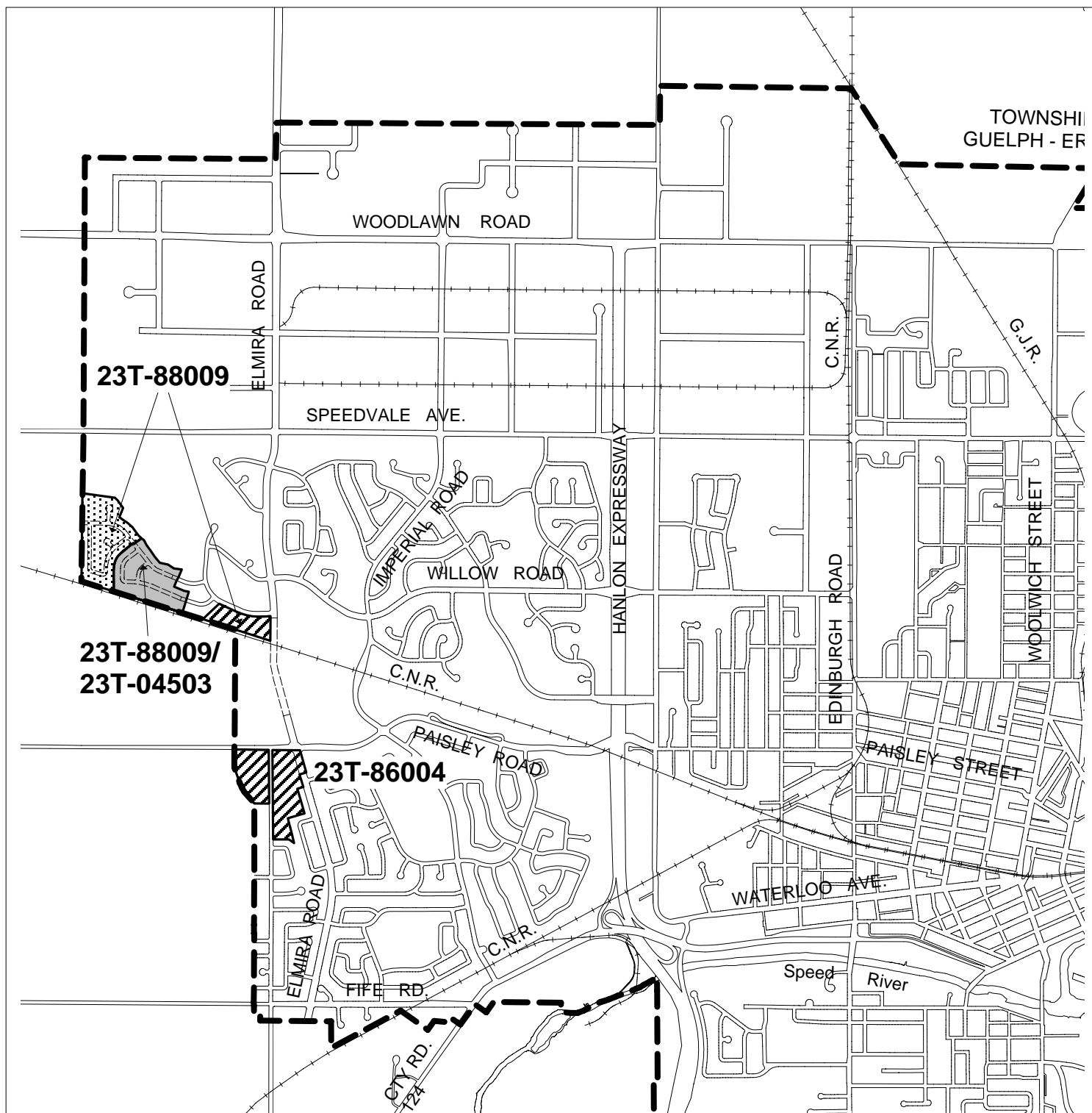
Development Priorities Plan: Draft Approved and Preliminary Plans

Sector




South

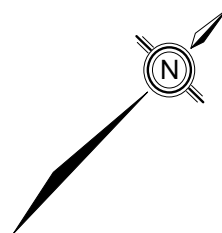
File # (Description)	Status	Residential				Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Draft Plan Approval Date	DC Expenditure/ Revenue	Expected Development
		D	SD	TH	APT							
23CDM05506 1159 Victoria Rd West	Preliminary	95		48	8				cash in lieu	2008	(\$1,040,199) \$769,577	Post 2008
Servicing Comments:	Detailed servicing report required. Detailed servicing report required. Requires sanitary outlet via Victoria Road. Pumping station/forcemain design underway with construction scheduled for 2007. Gravity sanitary outlet to Speed River Trunk Sanitary Sewer to be constructed in conjunction with Victoria Road Bridge construction scheduled for 2007.											
Timing Comments:	Requires Draft Plan approval. Requires environmental studies. Sanitary sewer construction on Victoria Road approved in 2002 Capital Budget (WS0055) and pumping station/forcemain approved in 2006 Capital Budget (WS0056). Victoria Road Bridge construction approved in 2006 Capital Budget (RD0051). Victoria Road forecasted for 2010 in 2007 Capital Budget (RD0078).											
23T-06502 974 Edinburgh Rd S	Preliminary	9							cash in lieu	2007	(\$15,273) \$53,343	2007
Servicing Comments:	Extension of existing											
Timing Comments:	Requires Draft Plan approval.											
ZC0306 Krizsan-Bird	Preliminary	27		40	60				0.26	2008	(\$300,579) \$182,789	Post 2008
Servicing Comments:	Gordon St services and roadworks required. Development of part of lands will require construction of a new water pressure zone.											
Timing Comments:	Requires approval of Zoning Amendment and Draft Plan of condominium. Gordon St reconstruction forecasted for 2009 in 2006 Capital Budget (RD0114). South end In-Ground Storage forecasted for 2008 in 2006 Capital Budget (WW0045).											
UP0301 Dallan	Future	159		104					1	Post 2008	(\$982,887) \$1,438,369	Post 2008
Servicing Comments:	May require servicing through Pergola/adjacent lands. Developing part of lands may require water pressure booster system. Detailed servicing report required.											
Timing Comments:	Requires submission for Draft Plan approval.											

SCHEDULE 4 CONTINUED



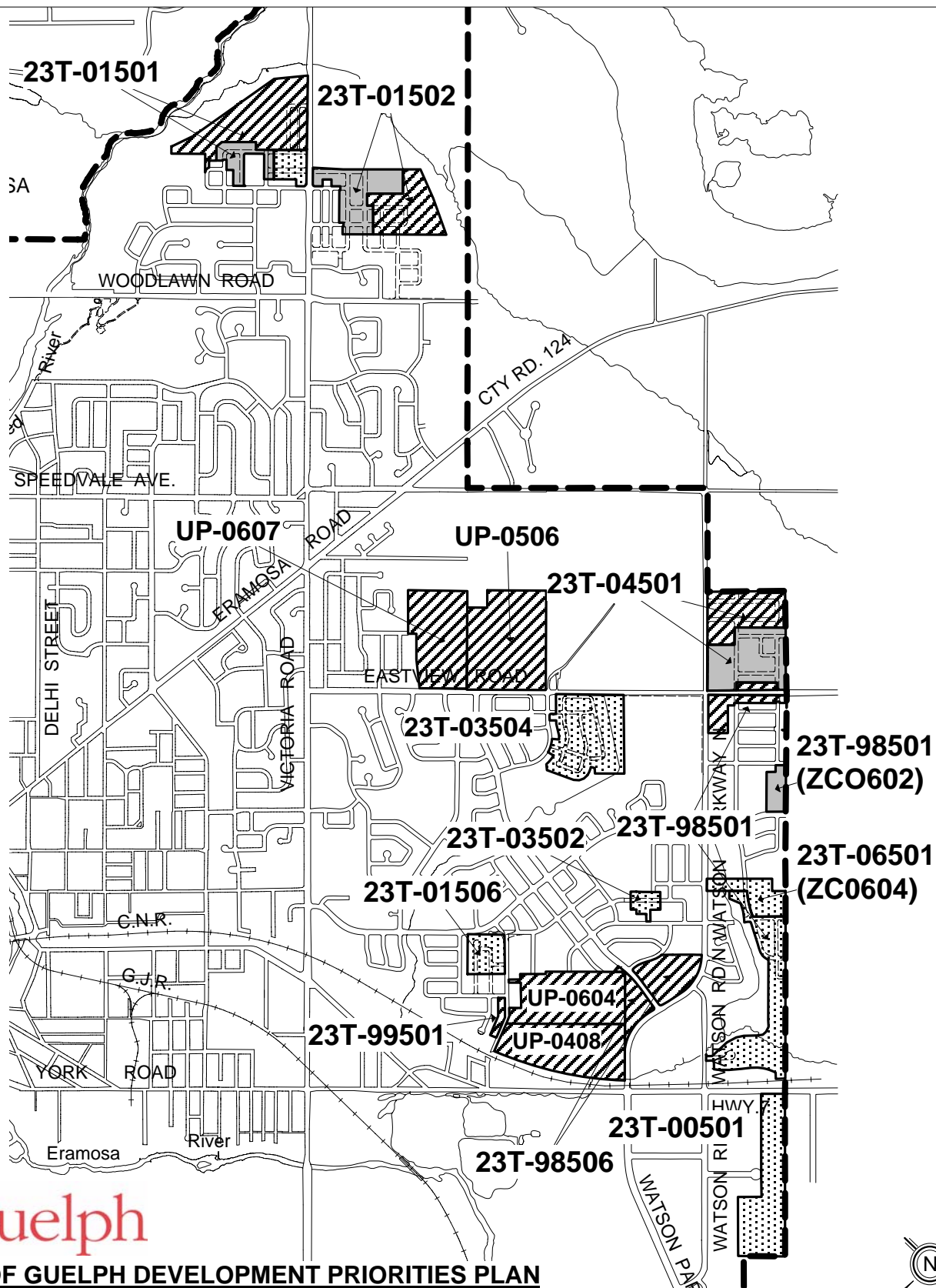
CITY OF GUELPH DEVELOPMENT PRIORITIES PLAN PROPOSED REGISTRATION 2007+ NORTHWEST SECTOR

-  2007 ANTICIPATED REGISTRATIONS
-  2008 POTENTIAL REGISTRATIONS
-  POST 2008






COMMUNITY DESIGN and DEVELOPMENT SERVICES
PLANNING SERVICES

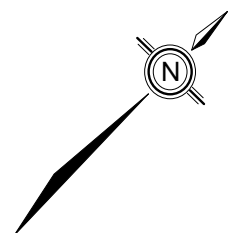
SCHEDULE 4 CONTINUED



City
of Guelph

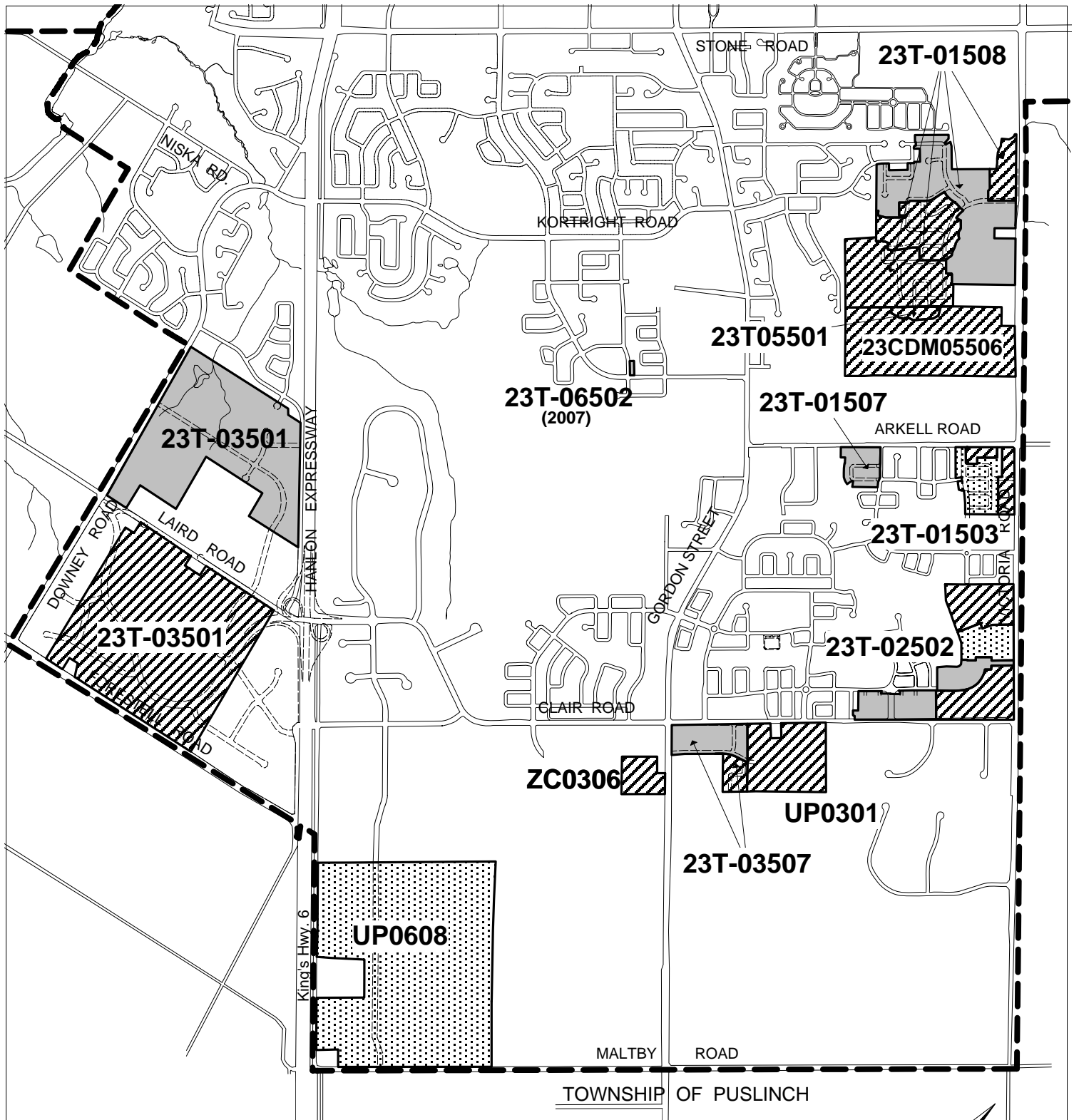
CITY OF GUELPH DEVELOPMENT PRIORITIES PLAN PROPOSED REGISTRATION 2007+ NORTHEAST SECTOR

-  2007 ANTICIPATED REGISTRATIONS
-  2008 POTENTIAL REGISTRATIONS
-  POST 2008






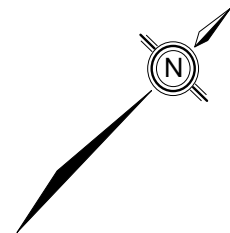
COMMUNITY DESIGN and DEVELOPMENT SERVICES
PLANNING SERVICES

SCHEDULE 4 CONTINUED



CITY OF GUELPH DEVELOPMENT PRIORITIES PLAN PROPOSED REGISTRATION 2007+ SOUTH SECTOR

-  2007 ANTICIPATED REGISTRATIONS
-  2008 POTENTIAL REGISTRATIONS
-  POST 2008



COMMUNITY DESIGN and DEVELOPMENT SERVICES
PLANNING SERVICES

SCHEDULE 5

Building Permits For New Residential Units by Dwelling Unit Types as of December 31, 2006

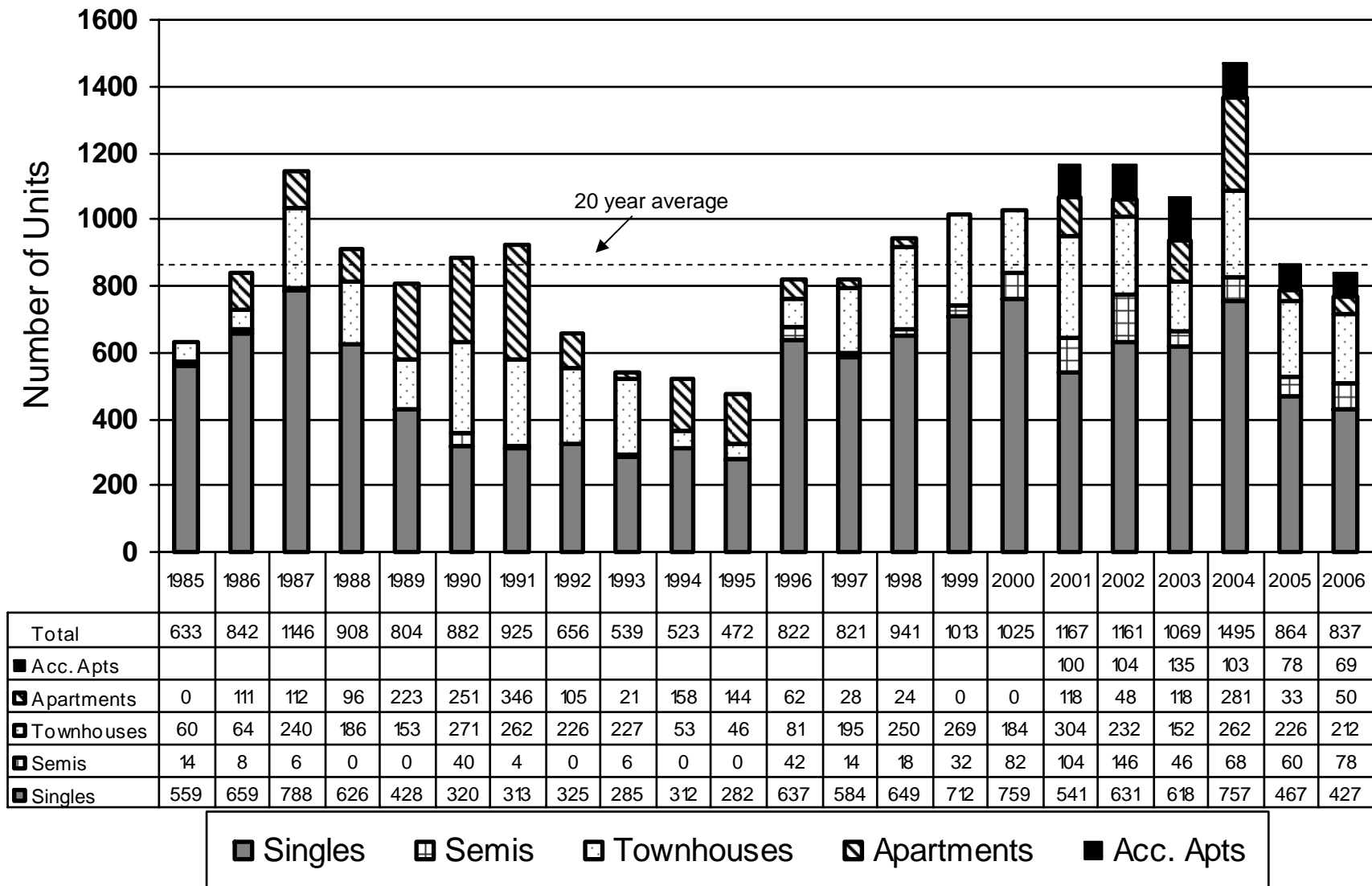
Month	Single-Detached		Semi-Detached		Townhouses		Apartments		Basement Apts		Conversions		Building Permit Totals		Demolitions		Deconversions		Net Totals	
	2006	2005	2006	2005	2006	2005	2006	2005	2006	2005	2006	2005	2006	2005	2006	2005	2006	2005	2006	2005
January	38	28	4	2	16	50	0	33	5	3	0	1	63	117	2	0	0	0	61	117
February	28	41	2	0	11	42	0	0	3	7	0	1	44	91	0	0	0	0	44	91
March	43	22	6	8	33	22	50	0	9	3	0	0	141	55	0	0	0	0	141	55
April	33	56	10	8	11	17	0	0	7	8	0	1	61	90	1	1	0	0	60	89
May	57	33	4	8	0	38	0	0	7	15	1	0	69	94	1	1	0	0	68	93
June	25	36	6	6	33	28	0	0	6	5	0	0	70	75	4	0	0	0	66	75
July	38	69	16	0	39	8	0	0	6	5	0	0	99	82	0	2	0	0	99	80
August	36	36	6	4	5	0	0	0	4	6	0	0	51	46	3	0	0	0	48	46
September	32	38	6	2	6	6	0	0	8	7	0	0	52	53	3	0	0	0	49	53
October	31	54	4	12	15	6	0	0	8	6	0	0	58	78	1	1	0	0	57	77
November	31	31	0	0	4	0	0	0	5	7	0	0	40	38	1	2	0	0	39	36
December	35	23	14	10	39	9	0	0	1	6	0	0	89	48	1	1	0	0	88	47
Totals	427	467	78	60	212	226	50	33	69	78	1	3	837	867	17	8	0	0	820	859

Source: Building Permit Summaries, Community Design and Development Services

Schedule 6

Residential Construction Activity by Unit Type

City of Guelph 1985-2006



Source: City of Guelph Building Permit summaries

Accessory apartments tracked beginning in 2001

20 Year Average (1987 – 2006): 874 without acc. apts.

904 with acc. apts.

Schedule 7

Potential Development Summary - Short, Medium and Long Term December 31, 2006

	<u>Singles</u>	<u>Semis</u>	<u>Townhouses</u>	<u>Apartments</u>	<u>Total</u>	<u># of Years Supply</u>
Short Term	862	86	616	1221	2785	3.1
Registered Plans of Subdivision						
Medium Term	1283	180	748	1290	3501	3.9
Draft Plans of Subdivision						
Long Term	1497	306	991	963	3757	4.2
Preliminary Plans & Unofficial Proposals						
Overall Total	3642	572	2355	3474	10043	11.2
Total Draft and Registered Plans	2145	266	1364	2511	6286	7.0
Previous DPP's						
Total Draft and Registered Plans (2006)	2123	310	1441	2440	6320	7
Total Draft and Registered Plans (2005)	2227	430	1544	2344	6545	7.3
Total Draft and Registered Plans (2004)	2481	425	1348	2330	6584	7.3
Total Draft and Registered Plans (2003)	2958	515	1660	2463	7596	8.4
Total Draft and Registered Plans (2002)	2851	518	1213	2059	6641	7.4
Total Draft and Registered Plans (2001)	3230	372	1144	2151	6897	7.7

Schedule 7 Table 2

City Of Guelph

**Permits Issued Year to-date and Remaining Vacant Lots
by Registered Plan of Subdivision as of December 31, 2006**

Year Plan Registered	Subdivision		Single-Detached		Semi-Detached		Townhouse		Apartment		Totals Per Subdivision	
			Permits This Year	Vacant lots	Permits This Year	Vacant lots	Permits This Year	Vacant units	Permits This Year	Vacant units	Permits This Year	Vacant lots/ units
1988	779	779 Old Stone Estates	0	1							0	1
1996	856	856 Pine Ridge Phase 1	0	0				22			0	22
1998	61M8	61M8 Paisley Village	0	0	0	0	0	0	0	203	0	203
	61M13	61M13 Carrington Place	0	0			11	8			11	8
	61M18	Grangehill Ph.3	0	0	0	8	0	0	50	0	50	8
	61M26	Paisley Village Ph. 2	0	0			0	129			0	129
2000	61M35	Westminster Woods Blk 181 & 182	0	5							0	5
	61M39	Clairfields Phase 3	3	0			0	12			3	12
	61M45	Pine Ridge East Ph.2	0	1			0	0			0	1
	61M48	Stephanie Drive	0	0	0	4	0	0	0	80	0	84
	61M53	Elmira Road Extension							0	347	0	347
	61M54	Victoria Wood (Kortright 4)	0	0			0	30			0	30
2001	61M55	Gies (Kortright 4)	0	1	0	0					0	1
	61M65	Westminster Woods Ph. 3	0	0	0	0	0	0	0	100	0	100
2002	61M67	Southcreek Ph. 9A	4	5							4	5
	61M68	Chillico Heights	0	0	4	20	0	36			4	56
	61M69	Cedarvale- Schroder West					0	7	0	99	0	106
	61M70	Clairfields Phase 4	4	10							4	10
	61M80	Clairfields Phase 5	2	0							2	0
2003	61M82	Southcreek Ph. 9B	7	1							7	1
	61M83	Westminster Woods Ph.4	0	0	8	0	17	6			25	6
	61M84	Chillico Woods	14	12	2	0	7	24			23	36
	61M88	Watson East Phase 1	10	10							10	10
2004	61M90	Northern Heights Phase 1	0	7			0	0			0	7
	61M91	Valleyhaven	0	3							0	3
	61M92	Watson Creek Phase 1	3	1	0	0	8	0	0	12	11	13
	61M93	Grangehill Phase 6B	1	2					0	100	1	102
	61M97	Pine Ridge East Phase 6	5	0							5	0
	61M99	Watson East Phase 2	5	5	0	0					5	5
	61M103	Bathgate Drive	4	6							4	6
	61M104	Southcreek Ph.9C	24	4	0	0					24	4
		23CDM04501 Arboretum Ph. 5							0	280	0	280
2005	61M107	Valleyhaven Phase 3	18	23	10	4					28	27
	61M108	Victoria Gardens Phase 2A	36	13							36	13
	61M110	Pine Ridge East Subd. Ph.7	1	0	24	2	8	64			33	66
	61M111	Watson East Subd. Ph.3	18	16			34	29			52	45
	61M113	Kortright East Ph. 1	10	24							10	24
	61M114	Arkell Springs Ph. 1	15	31		2					15	33
	61M117	Clairfields Phase 8	9	0							9	0
	61M119	Victoria Gardens Phase 2B	33	9			49	0			82	9
	61M122	Northern Heights Phase 2	34	6	12	8	0	69			46	83
	61M124	Fleming/ Pettitt	23	32							23	32
2006	61M125	Grangehill Ph. 4A	20	126	14	8	11	54			45	188
	61M129	Watson Creek Phase 2	5	65	4	30					9	95
	61M130	Westminster Woods East Ph.2	79	109				6			79	115
	61M132	Watson East Ph 4	0	65			0	34			0	99
	61M133	Conservation Estates	0	80			0	28			0	108
Sub-Total Registered Plans			393	673	78	86	178	558	50	1221	699	2538
Other (Reference Plans, Severed Lots, etc.)			34				34				69	
Overall Total			427	673	78	86	212	558	50	1221	768	2538

Source: Building Permit Summaries; Community Design and Development Services

Schedule 8

2007 DPP Water/Wastewater Firm Capacity

Explanation:

This table shows the determination of how many units can be serviced (line 4) after subtracting the actual daily flow used (line 2a and 2b) and the servicing commitments (line 3) from the total available firm capacity (line 1). Line 5 shows how many units are proposed to be registered in the 2007 Development Priorities Plan and line 6 confirms whether there is capacity available for these units.

		Water	Wastewater
1	Firm Capacity	75,000 m ³ /day	64,000 m ³ /day
2 a)	Average Maximum Daily Flow (water)	63,178 m ³ /day	N.A.
2 b)	Average Daily Flow (wastewater)	N.A.	52,622 m ³ /day
3	Servicing Commitments	5,446 m ³ /day (4,110 units)	5,739 m ³ /day (4,110 units)
4	Available Servicing Capacity to Register New Dwelling Units (Uncommitted Reserve Capacity)	4,811 units	5,105 units
5	Units to be Registered in 2007 based on the proposed Development Priorities Plan	1,087 units	1,087 units
6	Capacity Available	YES (3,724 units)	YES (4,018 units)

Notes
1. Total Available Firm Capacity:

Water - the physical capacity of the constructed water infrastructure to deliver an annual daily flow of 75,000 m³/day of water supply.

Wastewater - the physical capacity of the constructed wastewater infrastructure to deliver an annual daily flow of 64,000 m³/day of wastewater treatment.

2. a) **Maximum Daily Flow (water)** is the actual maximum daily flow based on the past three year average.
2. b) **Average Daily Flow (wastewater)** is the actual average daily flow for wastewater treatment based on the past three year average.
3. **Servicing Commitments** are registered and zoned lots/blocks that could currently proceed to building permit and construction. The figure for servicing commitment for wastewater treatment also includes a total of 1200 m³/day committed to the Village of Rockwood.

Schedule 8 continued

2007 DPP Water/Wastewater Planning Capacity

Explanation:

This table shows the determination of how many units can be serviced (line 5) after subtracting the actual daily flow used (line 2a and 2b), the servicing commitments (line 3) and the draft plan approval commitments (line 4) from the total available planning capacity (line 1). Line 6 shows how many units are proposed to be draft plan approved in the 2007 Development Priorities Plan and line 7 confirms whether there is capacity available for these units.

		Water	Wastewater
1	Planning Capacity	83,100 m ³ /day	73,000 m ³ /day
2 a)	Average Maximum Daily Flow (water)	63,178 m ³ /day	N.A.
2 b)	Average Daily Flow (wastewater)	N.A.	52,622 m ³ /day
3	Servicing Commitments	5,446 m ³ /day (4,110 units)	4,539 m ³ /day (4,110 units)
4	Draft Approval Commitments	5,159 m ³ /day (3,893 units)	4,300 m ³ /day (3,893 units)
5	Available Servicing Capacity for New Draft Plan Approved Units (Uncommitted Reserve Capacity)	7,030 units	9,362 units
6	Units to be Draft Plan approved in 2007 based on the proposed Development Priorities Plan	878 units	878 units
7	Capacity Available	YES (6,152 units)	YES (8,484 units)

Notes
1. Planning Capacity:

Water - includes the sum of the existing physical capacity of constructed water infrastructure plus additional water pumping certificates of approval, some of which are not currently available. Additional water supply capacity from the approved Arkell Springs Supply EA has been factored in the Planning Capacity shown on this chart.

Wastewater - based upon the approved assimilative capacity of the Speed River. Plant expansion to provide an additional 9,000 m³/day of treatment capacity in order to reach the approved assimilative capacity is planned for 2008.

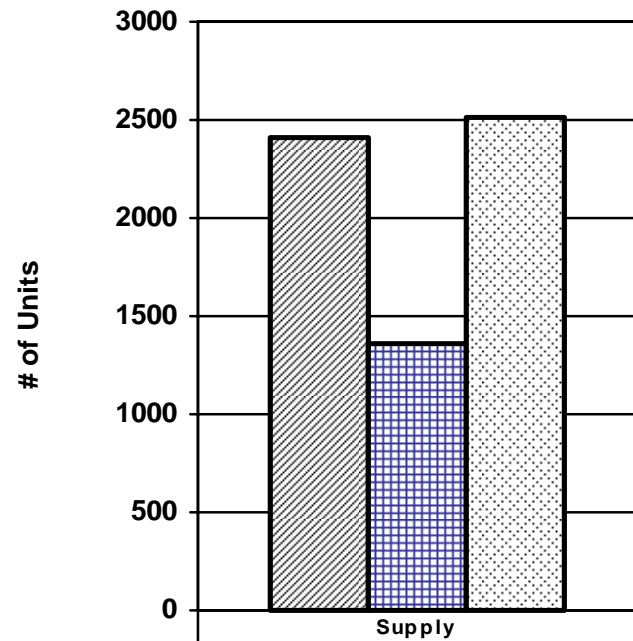
2. a) **Maximum Daily Flow (water)** is the actual maximum daily flow based on the past three year average.
2. b) **Average Daily Flow (wastewater)** is the actual average daily flow for wastewater treatment based on the past three year average.
3. **Servicing Commitments** are registered and zoned lots/blocks that could currently proceed to building permit and construction. The City provides servicing commitment at the time of lot/block registration in keeping with the agreement with the MOE. The figure for servicing commitment for wastewater treatment also includes a total of 1200 m³/day committed to the Village of Rockwood.

Schedule 9

Total Draft and Registered Plan Analysis

Total Supply 2006

Draft Approved and Registered

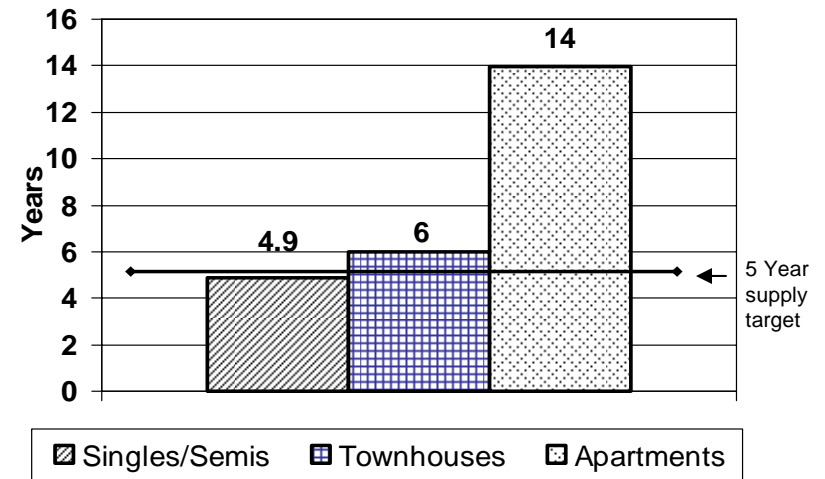


■ Singles/Semis	2 4 1 1
■ Townhouses	1 3 6 4
■ Apartments	2 5 1 1

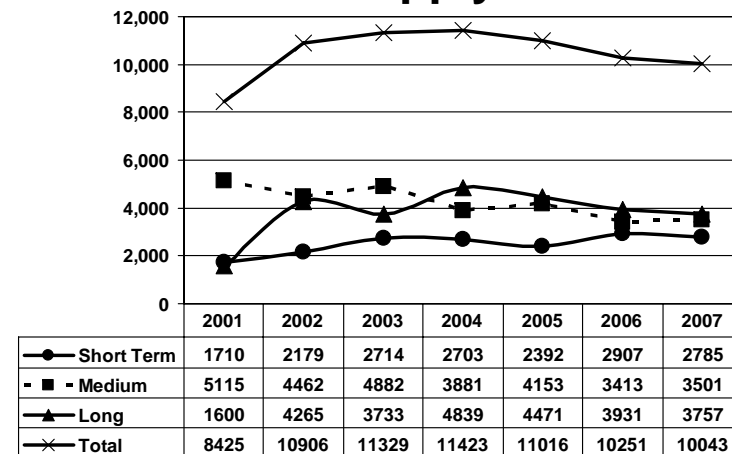
■ Singles/Semis ■ Townhouses ■ Apartments

Note: Population projections anticipate 900 units per year take up – 495 singles/semis, 225 townhouses, 180 apartments

Supply (Years)



DPP Overall Supply 2001-2007



SCHEDULE 10

Responses to the Draft 2007 Development Priorities Plan

From: peter linke [mailto:almondale@rogers.com]
Sent: Thursday October 26, 2006 6:39 AM
To: Scott Hannah
Subject: Draft DPP 2007: Melissa's email of Oct. 24, 2006

Hi Scott.

Thank you for the meeting. We agree with Staff that there is a typographical error in Schedule 4 (Page 6) regarding our draft plan approval date for Phase 2.
As pointed out by you, this draft plan approval date should read 2007. Thank you for the correction.

Regards.

Peter Linke



A Heritage of Quality, Built One Home at a Time
Since 1978

November 2, 2006

By email and regular mail

The City of Guelph
Planning Department
59 Carden Street
Guelph, Ontario N1H 3A1

Attention: Ms. Melissa Castellan
Senior Development Planner

PLANNING AND
BUILDING SERVICES
NOV 02 2006

Dear Ms. Castellan,

Re: City of Guelph Development Priorities Plan 2007
Response to Draft Schedules and Mapping

I am writing to provide commentary as requested in your October 13, 2006 letter prefacing the draft schedules and mapping for the upcoming year's Development Priorities Plan.

The only inclusion in the document that we do not agree with is the remnant parcel of draft plan 23T-03506 (Conservation Estates). This parcel has been reviewed, with adjacent lands, through the Site Plan approval process and at this time is only waiting on cash-in-lieu of parkland payment, some minor changes to the site plan drawings and signing of the site plan control agreement in order to achieve full site plan approval. There is no reason why this parcel should appear in the Development Priorities Plan if it has been approved to the point where we could apply for a Building Permit and legally expect one to be issued. The parcel forms an integral component of the entire townhouse block and must be developed at the same time as the balance of the plan.

In fairness, when I did speak with Mr. Hannah about the townhouses blocks in this plan, I erroneously believed I was speaking about the street fronting townhouse blocks in the Conservation Estates plan which will not likely come to the market until the latter half of 2007.

I trust this clarifies our position.

Yours truly,
Reid's Heritage Group

Brian D. Blackmere - Director of Development Planning

cc: Mr. Tim Blevins
Mr. John Wood



1700 Langstaff Road, Suite 2003, Concord, Ontario L4K 3S3

Tel: (905) 669-5571

Fax: (905) 669-2134

October 26, 2006

City of Guelph
Planning Department
59 Carden Street
Guelph, Ontario
N1H 3A1

Attention: Ms. Melissa Castalan, Senior Development Planner

Dear Madam:

Re: Development Priorities Plan

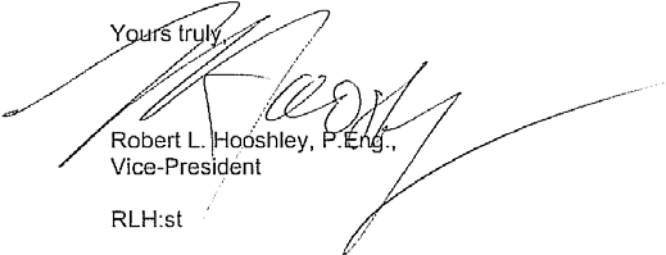
We have reviewed the October draft of the DPP provided in your letter of October 13th 2006.

We are presently undertaking engineering design of Grangehill Phase 4B (21T-03504) and anticipate servicing to occur in 2007, with registration targeted for late 2007.

We are also finalizing a draft plan on approximately 25 acres north of Eastview Road just west of the former landfill site and by copy to John Cox, we ask that he forward the plan to you for your information. A formal draft plan submission will be made in November of this year. We anticipate development of that plan in 2008/2009.

Thank you for your attention in this matter.

Yours truly,


Robert L. Hooshley, P.Eng.,
Vice-President

RLH:st

File:Guelph/gen

c.c. Mr. John Cox, J.L. Cox Planning

PLANNING AND
BUILDING SERVICES

OCT 31 2006



BLACK, SHOEMAKER, ROBINSON & DONALDSON
LIMITED



351 Speedvale Avenue West
Guelph, Ontario N1H 1C6

TEL: (519) 822-4031
FAX: (519) 822-1220

November 2, 2006

Project: 06-6962

Ms. Melissa Castellan
Senior Development Planner
Planning and Development Services
City of Guelph
59 Carden Street
GUELPH, Ontario
N1H 3A1

PLANNING AND
BUILDING SERVICE
NOV 03 2006

Dear Ms. Castellan:

**Re: Development Priorities Plan
Victoria Road North
City File 23T-01501
Owner: J.E. Ingram (Artifex Construction)**

Thank you for providing a copy of the draft 2007 Development Priorities Plan.

I have reviewed the proposed registration allocation for Ingram Farm with the owner. Given the recent changes in the building market, Mr. Ingram has decided to reduce the size of his next phase to include only 33 single detached residential lots.

This reduction would reduce the allocation by 39 single detached lots and 50 multiple units. The owner anticipates moving forward with a further registration in 2008.

Should you have any questions, please call me.

Yours very truly,

BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED

A handwritten signature in black ink, appearing to read 'Nancy Shoemaker', followed by a horizontal line.

Nancy Shoemaker, MCIP, RPP

Copy: Mr. Jack Ingram, Artifex Construction
Mr. Steve Perschbacher, Stantec Consulting

A. B. DONALDSON, O.L.S., O.L.I.P. I. D. ROBINSON, B.Sc., O.L.S., O.L.I.P. K. F. HILLIS, B.Sc., O.L.S., O.L.I.P. N. C. SHOEMAKER, B.A.A., M.C.I.P., R.P.P.

BLACK, SHOEMAKER, ROBINSON & DONALDSON
LIMITED351 Speedvale Avenue West
Guelph, Ontario N1H 1C6TEL: (519) 822-4031
FAX: (519) 822-1220

November 2, 2006

Project: 01-3367

Ms. Melissa Castellan
Senior Development Planner
Planning and Development Services
City of Guelph
59 Carden Street
GUELPH, Ontario N1H 3A1

PLANNING AND
BUILDING SERVICES

NOV 06 2006

Dear Ms. Castellan:

**Re: Draft Development Priorities Plan 2007
Victoria Park West Golf Course
Draft Plan of Subdivision/Condominium
1159 Victoria Road South**

I have reviewed the draft 2007 Development Priorities Plan with the owner of Victoria Park West. We understand that the timing of the plan of subdivision relates to the lands to the north and in this regard, we appreciate that these lots need to be considered in conjunction with the timing of the Kortright East subdivision.

We are, however, concerned about the proposed date for consideration of draft plan approval as it relates to the plan of condominium.

The servicing information provided in the draft report notes that the pumping station required to service this property is to be located on lands not yet draft approved. As discussed with staff, the pumping station is actually located within an approved draft plan of subdivision and the construction of this Pumping Station, including the gravity sewer connection between Stone Road and Arkell Road is to be completed in 2007. This property could be serviced in 2007.

The Victoria Park Condominium proposal will include a mixed density residential development that will consist of apartment units, townhouse units and single detached residential, centered on a recreation resource. This project complies with the principles of residential intensification and will create a unique residential community within the City.

Based on this information, I am requesting that this proposal (condominium only) be considered for draft plan approval in 2007 with servicing of the condominium in 2008.

Yours very truly,

BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED**Nancy Shoemaker, MCIP, RPP**

Copy: Mr. Ted De Corso, Victoria Park West Golf Course

BLACK, SHOEMAKER, ROBINSON & DONALDSON
LIMITED



351 Speedvale Avenue West
Guelph, Ontario N1H 1C6

TEL: (519) 822-4031
FAX: (519) 822-1220

November 3, 2006

Projects: 05-6590
04-5402
05-6228

Ms. Melissa Castellan
Senior Development Planner
Planning and Development Services
City of Guelph
59 Carden Street
GUELPH, Ontario
N1H 3A1

PLANNING AND
BUILDING SERVICES
NOV 06 2006

Dear Ms. Castellan:

**Re: Development Priorities Plan
Valeriote lands 23T-99501
Watson Road East (Watson Creek Phase 2) 23T-98501
Walkover Property (Watson Road East)
Tivoli Property
Owner: Carson Reid Homes Ltd.**

I have reviewed the draft 2007 Development Priorities Plan with the owner of the above-noted projects.

While we are not requesting any changes to the projects recommended for consideration of draft plan approval or registration within the 2007 time frame, we are concerned about projected allocations for draft plan approval in 2008.

As noted previously, considerable work has been completed on file UP0408 (Valeriote lands) and we anticipate filing an application for a draft plan of subdivision on this property before the end of 2006. We are therefore requesting that staff move this project forward for consideration by Council in 2008.

Should you have any questions, please call me.

Yours very truly,

BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED

Nancy Shoemaker, MCIP, RPP

Copy: Mr. Carson Reid, Carson Reid Homes Ltd.

A. B. DONALDSON, O.L.S., O.L.I.P.

I. D. ROBINSON, B.Sc., O.L.S., O.L.I.P.

K. F. HILLIS, B.Sc., O.L.S., O.L.I.P.

N. C. SHOEMAKER, B.A.A., M.C.I.P., R.P.P.

BLACK, SHOEMAKER, ROBINSON & DONALDSON
LIMITED351 Speedvale Avenue West
Guelph, Ontario N1H 1C6TEL: (519) 822-4031
FAX: (519) 822-1220

October 26, 2007

Project: 05-6547

Ms. Melissa Castellan
Senior Development Planner
Department of Planning and Development Services
City of Guelph
59 Carden Street
GUELPH, Ontario N1H 3A1

PLANNING AND
BUILDING SERVICES

NOV 02 2006

Dear Ms. Castellan:

Re: Draft Development Priorities Plan - Victoria Gardens Phase 3
Owner: Victoria Wood

Thank you for meeting to discuss the inclusion of a portion of the Victoria Gardens subdivision within the proposed registrations of the 2007 Development Priorities Plan.

I believe that we were able to correct some servicing information that would make the registration of a further phase of this subdivision at this time, consistent with the provision of services to this area. As noted by the Engineering Division of the City; the construction of the Kortright East Pumping Station, including the gravity sewer connection between Stone Road and Arkell Road is to be completed in late summer of 2007. This matches Victoria's Wood's anticipated timing of registration of a further phase of this development.

To assist in the City's desire to better control the registrations within the municipality, Victoria Wood will eliminate the request for registration of the 48 unit cluster townhouse block located along Victoria Road, thereby reducing the number of units that would be included in this phase of the registration. This would still allow for the registration of a mixed density project, which we understand is one of the goals of the Development Priorities Plan. This requested phase would now include 86 single detached units, 18 semi-detached units and 38 on-street townhouse units.

We hope this reduction in overall unit count and the clarification regarding timing of services will allow staff to reconsider the registration of a phase of the Victoria Gardens subdivision within the 2007 Development Priorities Plan.

Yours very truly,

BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED
Nancy Shoemaker, MCIP, RPP

Copy: Mr. Scott Hannah, Manager of Development Planning
Mr. Gerry Armstrong, Victoria Wood
Mr. Ken Behm, K.J. Behm & Associates
Mr. John Valeriote, Smith Valeriote

A. B. DONALDSON, O.L.S., O.L.I.P. I. D. ROBINSON, B.Sc., O.L.S., O.L.I.P. K. F. HILLIS, B.Sc., O.L.S., O.L.I.P. N. C. SHOEMAKER, B.A.A., M.C.I.P., R.P.P.

Melissa Castellan

From: Chris Corosky [chris@armelcorp.com]
Sent: Tuesday, October 31, 2006 3:17 PM
To: Melissa Castellan
Cc: joe@armel.ca; Nancy
Subject: DPP - Northwest

Hi Melissa.

Thank you for sending a copy of the draft DPP. My comments are as follows:

1. The first page of the draft DPP (ie the page following your cover letter) is "Schedule 2". Where is Schedule 1?
2. At the bottom of Sched 2 there is an asterisk indicating that the 2007 subtotal includes a 'carry over' of 162 potential units anticipated to be registered in 2006. This is followed by a "note" that says there were a total of 616 units expected to be registered in 2006, which were not. Are the other 454 units (616 - 162) not being 'carried over' to 2007?
3. DPP allocation for the balance of the Mitchell Farm draft plan area (88009 and 04503) indicates remaining lands will be developed in two phases, in subsequent years (ie 2007 and 2008). As you know, we have previously requested DPP allocation to enable all remaining Mitchell Farm draft approved lands to be developed in one phase. In previous DPP's, this request has been denied. We would like to again request DPP allocation to enable all remaining Mitchell Farm draft approved lands to be developed in one final, single phase - - market conditions permitting. Cut / fill balancing necessitated that all lands be graded at one time, which occurred this year. Given the grading program, it would be sensible to enable this area to be serviced and developed in one phase as well, market permitting.
4. Could you provide some additional detail as to how you derived 'Post 2008' totals for the northwest sector as are contained in Sched 2?
5. Commentary contained in your Schedule 4 indicates that we may be submitting a 'new' draft plan for a portion of West Hills. This is accurate. This revised draft plan will pick up some undeveloped lands in 86004 as well as lands we own south of Paisley, west of Whitelaw Road, inclusive of lands recently annexed in to the City. These lands are being considered in conjunction with lands north of Paisley. The key variable tying this area together is consideration of grades, and cost feasible earth moving and cut / fill equations. Whereas we had originally assumed a 4 - 6 metre cut at the crest of the drumlin, this number is approaching a 10 metre cut in our most recent iteration of an area grading program. While this very significant cut would rationalize grades, it also results in significant cost implications. Given the complexity involved with establishing grades that work from a design perspective, and are cost feasible to achieve, as well the engineering required to properly integrate appropriate lands use in this area relative to localized pipe capacity considerations, we anticipate submission of this plan package in 2007.

As a footnote to the discussion of our Mitchell Farm registrations, we had anticipated 2006 construction of the Chillico Glen phase this year (ie in 2006), however approvals of engineering design drawings occurred too late (Oct) to enable this. If certain plans do not proceed to registration due to delays in timing of approvals, this should be noted in the DPP.

If you require any additional information, or clarification please call.

Chris

Chris Corosky, MBA, MCIP
Director, Land Development
Armel Corporation
Chris@Armel.ca
5060 Spectrum Way • Suite 505
Mississauga • Ontario • L4W 5N5
voice • 905 206 8809
fax • 905 206 9801

SCHEDULE 11: STAFF RESPONSE TO COMMENTS**23T-04501 340 Eastview Road: Comment received from Peter Linke (Almondale Homes)**

A request has been made to clarify the anticipated timing of draft plan approval for Phase 2 of the Almondale Homes subdivision located at 340 Eastview Road.

Staff note that Schedule 4 of the Draft 2007 DPP erroneously listed Phase 2 of 23T-04501 as being considered for draft plan approval in 2008; this error has been corrected.

The correct timing for consideration of draft plan approval is 2007 as displayed in “Schedule 3: Draft Plan Approval Activity” of the 2007 Development Priorities Plan.

23T-03506 Conservation Estates: Comment received from Brian Blackmere (Reid’s Heritage Homes)

Brian Blackmere confirmed that the 22 townhouse units shown in the Draft 2007 DPP for Conservation Estates only require site plan approval in order to be developed. Thus, the whole of the Conservation Estates subdivision is registered as plan 61M-133 and has been removed from Schedule 4 of the 2007 DPP.

23T-03504 Grangehill Phase 4B: Comment from Robert L. Hooshley (Metrus Development Inc.)

A request has been received to consider Grangehill Phase 4B for registration in late 2007.

The 2007 DPP anticipates registration of Grangehill Phase 4B in 2008 which is consistent with the late 2007 timing requested by Metrus (i.e. post October 31, 2007). Should Metrus be prepared to register earlier in 2007, they could make use of the flexibility in the DPP (see **Section 5**) to advance the development.

23T-01501 Ingram: Comment from Nancy Shoemaker on behalf of J.E. Ingram (Artifex Construction)

A request has been received to modify the proposed registration of a phase of the Ingram subdivision in 2007. The proposal decreases the proposed phase in 2007 to 38 detached lots and seeks to register the remaining units (34 detached and 50 apartment units) in 2008.

Staff are supportive of this approach and are satisfied that the proposed phasing addresses the requirements for development of the park block.

23CDM05506 1159 Victoria Road West: Comments from Nancy Shoemaker on behalf of Victoria Park West Golf Course

A comment letter has been received related to the proposed timing for draft plan approval for 23CDM05506. The applicant has requested that the timing for draft plan approval be moved forward to 2007 from the proposed draft approval timing of 2008 indicated in the Draft 2007 DPP. Schedule 3 displays plans that staff anticipate to be ready to be presented to Council in 2007 and it is expected that staff will devote time and resources to reviewing these plans. Staff are not supportive of advancing the timing of draft plan approval for this plan of condominium which contains 151 units. The 2007 DPP anticipates the draft plan approval of approximately 900 units in 2007 (See **Schedule 3**) which is in keeping with the population projections target of 900 units per year. Advancing the draft approval of 23CDM05506 would result in the potential draft approval of 1050 units in 2007 which exceeds the target of 900 units per year. The intent is to maintain a balance between units that are draft approved and units that are registered each year rather than increase the supply of units in draft approved plans. However, should the review of this application be completed in 2007 it is possible that it could be considered by Council in 2007.

UP0408 Cityview and Watson: Comments from Nancy Shoemaker on behalf of Carson Reid Homes Ltd.

A request has been received from the applicant to consider this application for draft plan approval in 2008. The anticipated timing for draft plan approvals is set out in **Schedule 3** of the DPP for the

current year; future timing of draft plan approvals is listed in Schedule 4 for information. Each year the expected timing for draft plan approvals is reviewed therefore it could be considered for draft approval in 2008 in the 2008 DPP. Since this application has not been formally submitted to the City it will not be considered for draft approval in 2007.

23T-01503 Victoria Gardens Phase 3: Comments from Nancy Shoemaker on behalf of Victoria Wood.

A request has been received from Nancy Shoemaker on behalf of Victoria Wood to include Phase 3 of 23T-01503 in the proposed registrations for 2007. This plan was identified as a post-2007 registration in the 2006 DPP and as an anticipated 2008 registration in the Draft 2007 DPP.

If this phase was included in the proposed registrations for 2007, the overall unit count would increase from 1082 potential units to 1224 potential units.

Staff are not supportive of this request. The proposed 2008 registration identified in the 2007 DPP is consistent with the proposed timing outlined in the 2006 DPP. The expected timing was determined based on the timing of the installation of services along Victoria Road. Servicing for this subdivision is dependent upon the construction of the Kortright East Pumping Station and the sewer connection on Victoria Road between Stone Road and Arkell Road. This work is expected to be completed by late summer 2007. Since registration is reliant upon this work being completed, it is reasonable to identify this plan as an anticipated registration for 2008. Any registrations that occur late fall 2007 are considered to be a 2008 registration so the developer could proceed on this basis or could make use of the flexibility in the DPP (see **Section 5**) to advance the development.

23T-88009 and 23T-04503 Mitchell Farm: Comments from Chris Corosky on behalf of Armel Corporation

A request was received to identify the registration of the remaining portion of 23T-88009 and 23T-04503 as one phase in 2007. This development, including approximately 330 units, was identified to be registered in two phases in the 2006 DPP. Staff continue to recommend that the registration occur in two phases in keeping with the phasing strategy for large-scale subdivisions.

The timing of the final phase is identified as 2008 so Armel may be able to utilize the flexibility in the DPP to advance the entire development in 2007 if one or more other subdivisions do not proceed for registration.



City of Guelph

Report:

COMMUNITY DESIGN AND DEVELOPMENT SERVICES (Report 07-13)

TO: Community Development & Environmental Services Committee

DATE: March 9, 2007

SUBJECT: 129 ELIZABETH STREET – UPCOMING ONTARIO MUNICIPAL
BOARD HEARING

RECOMMENDATION:

"THAT Report # 07-13 from Community Design and Development Services, dated March 9, 2007 regarding an Ontario Municipal Board hearing for 129 Elizabeth Street be received;" and

"THAT City Council authorizes appropriate City staff to attend the upcoming Ontario Municipal Board hearing to support the decision of the Committee of Adjustment to refuse Application A-152/06 for a minor variance at 129 Elizabeth Street."

BACKGROUND:

Location: The subject property is located on the south side of Elizabeth Street, between Huron Street and Morris Street (see **Schedule 1** – Location Map). The subject property was created via a severance application in 2005 which also resulted in the creation of a lot and dwelling at 127 Elizabeth Street. This severance application was appealed to the OMB by a resident and was subsequently approved by the Board.

Application Details: The Committee of Adjustment considered an application for a minor variance related to off-street parking to support a proposed accessory apartment in the dwelling. The Zoning By-law requires three off-street parking spaces be provided for a single detached dwelling with an accessory apartment. In this case, one parking space is available within an attached garage and two parking spaces are proposed in the driveway in front of the dwelling. Each of the 2 parking spaces in the driveway must have a width of 2.5 metres and a depth of

5.5 metres to comply with the zoning regulations, whereas the applicant proposes that each of the side by side exterior parking spaces have a width of 1.87 metres. At their meeting on November 14, 2006, the Committee refused the application (see **Schedule 2** – Application, **Schedule 4** – Minutes and **Schedule 5** - Decision).

Application Comments and Recommendations: At the November 14, 2006 meeting, Planning staff recommended that the application for the minor variance be refused because the proposed parking spaces were too small to be functional and therefore not appropriate. Planning staff also indicated that the variance was not minor. The parking spaces also did not meet the intent of the Zoning By-law to have adequate space to park a vehicle without paving the majority of the front yard. Having failed three of the four tests for a minor variance, Planning staff recommended refusal of the application (see **Schedule 3** – Staff Comments).

The staff position regarding parking for the proposed accessory apartment is consistent with comments on the earlier severance application which created this lot. Planning staff supported the severance, but made it clear that it was not appropriate for the new dwelling to have an accessory apartment because the property could not satisfy the parking requirements.

The Committee of Adjustment supported the position of Community Design and Development Services and refused the application (see **Schedule 5** – Decision). The owner of the property submitted a letter of appeal on December 4, 2006 (see **Schedule 6** – Letter of Appeal) resulting in the need for the OMB hearing.

REPORT:

It is recommended that appropriate City staff be in attendance at the future OMB hearing to indicate the City's support of the Committee's decision to refuse the application. No hearing date has been set.

CORPORATE STRATEGIC PLAN:

To manage growth in a balanced, sustainable manner.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION/CONCURRENCE:

The Legal Department has reviewed this report.


ATTACHMENTS:


Schedule 1 – Location Map

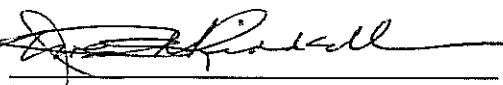
Schedule 2 – Committee of Adjustment Application

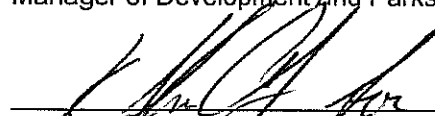
Schedule 3 – Staff Comments to the Committee of Adjustment

Schedule 4 – Committee of Adjustment Meeting Minutes
Schedule 5 – Committee of Adjustment Decision
Schedule 6 - Appeal Letter


Prepared By:
Gary Austin
Planner

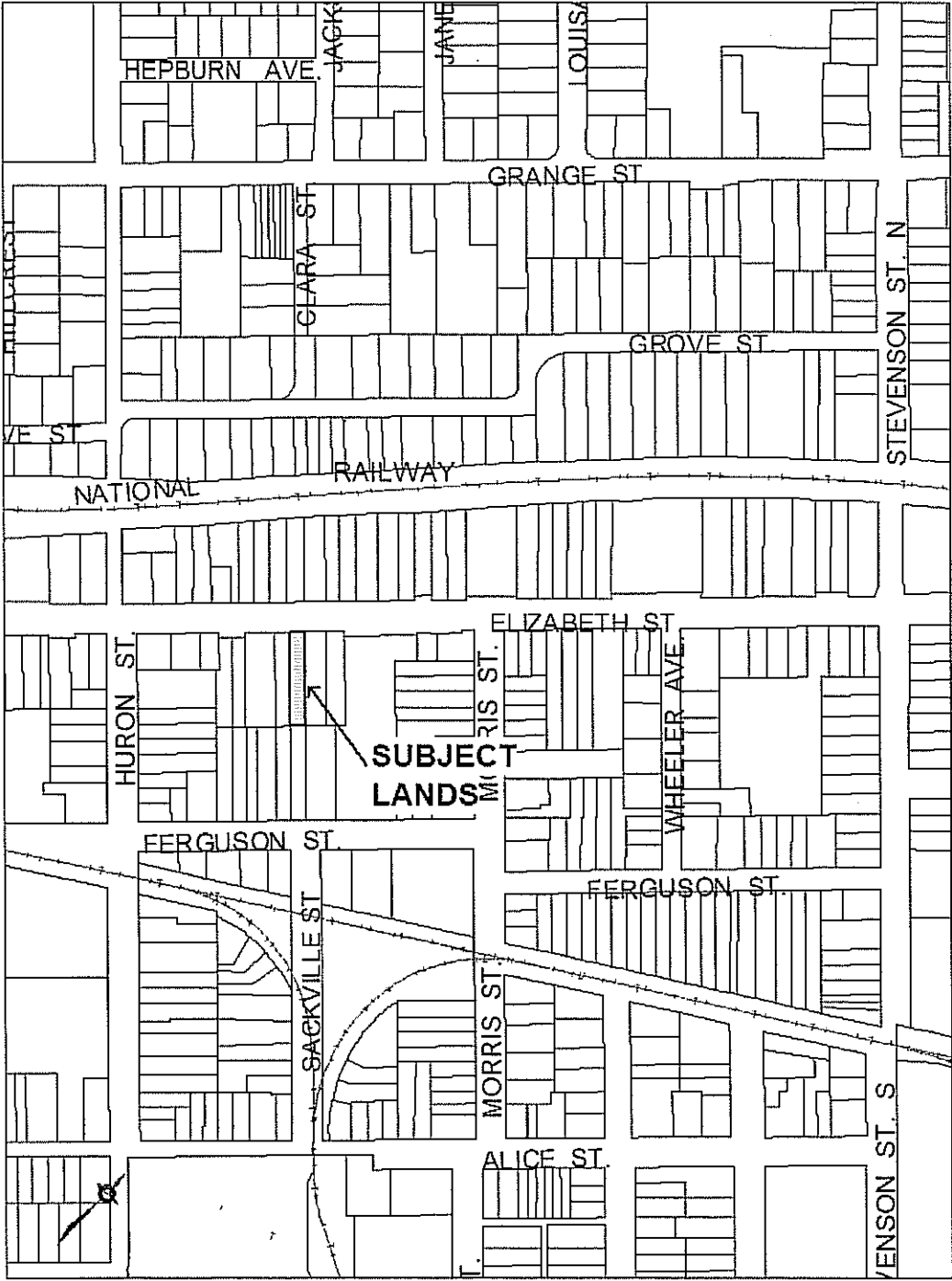

Recommended By:
R. Scott Hannah
Manager of Development and Parks Planning


Recommended By:
James N. Riddell
Director of Community Design &
Development Services


Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

P:\Planning&DevelopmentServices\Planning\DRAFT Reports\07-13\03-05 OMB-129 Elizabeth
Council report (Gary).doc

Schedule 1 – Location Map



Schedule 2 – Committee of Adjustment Application



Planning and Development Services
Working Together to Build Our Community



An Application Has Been Filed with the Committee of Adjustment

LOCATION

of PROPERTY: 129 Elizabeth Street

PROPOSAL:

The applicant is requesting permission for an off-street parking variance to allow for an accessory unit in the building.

BY-LAW

REQUIREMENTS:

The property is located in the R.1B-10 (Specialized Residential) Zone. Variances from 4.13.3.2.3. of Zoning By-law (1995)-14864, as amended, are being requested.

The By-law requires that three off-street parking spaces be provided for a single detached dwelling with an accessory apartment. The exterior parking spaces must have a minimum width of 2.5 metres (8.2 feet) and a depth of 5.5 metres (18 feet).

REQUEST:

The applicant proposed to provide three off-street parking spaces – 1 within the attached garage and two in the driveway. The applicant is requesting permission to permit the two off-street parking spaces in the driveway area to have a width of 1.87 metres (6.13 feet).

The Committee of Adjustment for the City of Guelph will be holding a public hearing to consider an application under Section 45 of the Planning Act R.S.O. 1990 P.13, as amended.

DATE OF HEARING

November 14, 2006

APPLICATION WILL BE HEARD

7:00 p.m.
Council Committee Room A, 2nd Floor, City Hall
59 Carden Street, Guelph, Ontario

APPLICATION NUMBER

A-152/06

HOW DO I PROVIDE COMMENTS?

You may provide your comments, in support or opposition, regarding this application:

In Person.

By appearing at the Public Hearing

Please advise the Secretary-Treasurer of the Committee of Adjustment of your intention to appear before the Committee.

In Writing.

Written comments received by November 9, 2006 will be forwarded to the Committee members. Comments submitted after this date will be summarized at the hearing.

Forward in person or by mail to:

Kim Fairfull, Secretary-Treasurer, Committee of Adjustment,
City of Guelph, 59 Carden Street, Guelph, ON N1H 3A1
Fax to: (519) 822-4632 Email to: cofa@guelph.ca

HOW DO I GET MORE INFORMATION?

In Person

Visit the office of the Secretary-Treasurer of the Committee of Adjustment at 2 Wyndham Street North, 2nd Floor (across from City Hall).

By Telephone

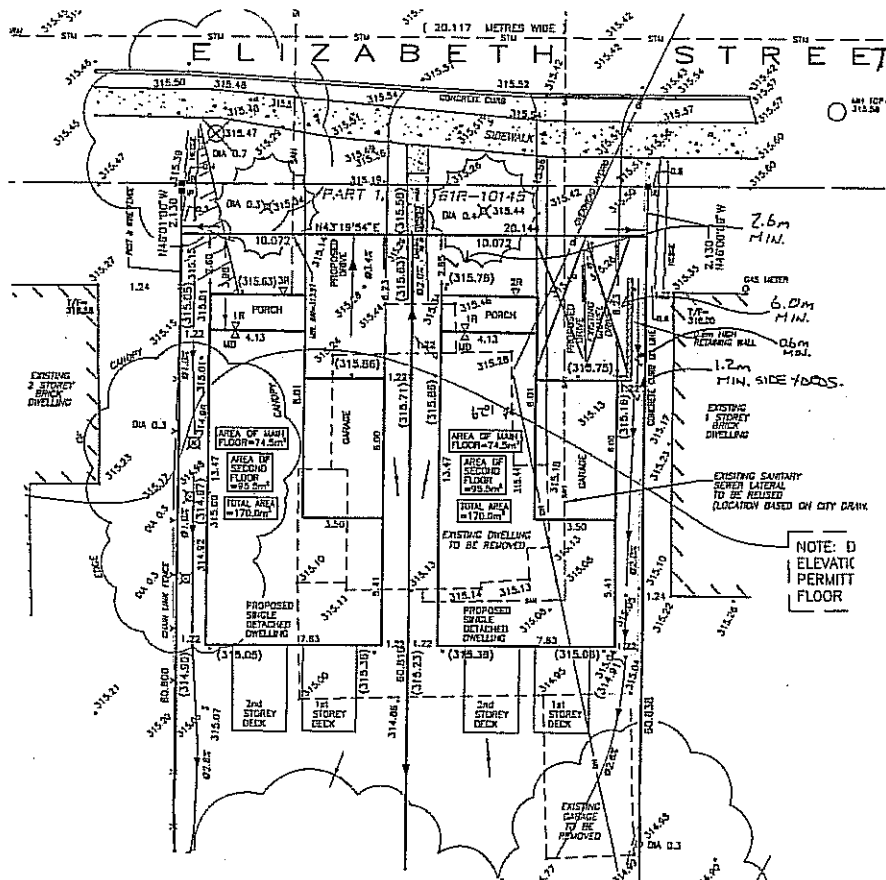
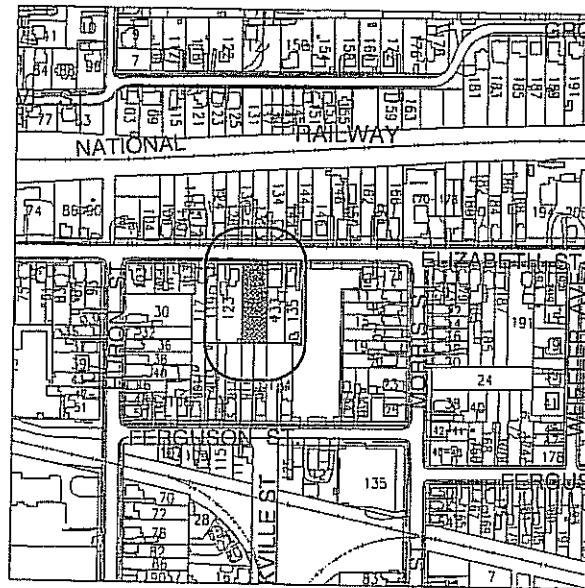
(519) 837-5615, Ext. 2524 between the hours of 8:30 a.m. and 4:30 p.m. Monday to Friday.

**HOW DO I RECEIVE NOTIFICATION
OF THE DECISION?**

You *must* make a written request for Notice of Decision to the Secretary-Treasurer, Committee of Adjustment.

Kim Fairfull, ACST
Secretary-Treasurer
Committee of Adjustment

Dated this 27th day of October, 2006



Schedule 3 – Staff Comments to the Committee of Adjustment



Planning and Development Services
Working Together to Build Our Community



COMMITTEE OF ADJUSTMENT COMMENTS FROM STAFF, PUBLIC & AGENCIES

APPLICATION DETAILS

APPLICATION NUMBER: A-152/06
LOCATION: 129 Elizabeth Street
DATE AND TIME OF HEARING: November 14, 2006 7:00 p.m.
APPLICANT: David Ing
AGENT: Robin Lee Norris/Scott Galajda
OFFICIAL PLAN DESIGNATION: General Residential
ZONING BY-LAW: R.1B-10 (Specialized Residential)

REQUEST: Off-Street Parking Variance
CONDITIONS RECOMMENDED: NO CONDITIONS RECOMMENDED.

COMMENTS

ENGINEERING SERVICES:

We object to this application. The existing driveway width of 3.74-metres (12.27 feet) is insufficient to provide for two off-street parking spaces. We, believe, that the off-street parking space variance of 1.87-metres (6.13 feet) each being requested is not functional, therefore, we request that the variance be refused.

PLANNING SERVICES:

Planning Services strongly objects to the proposed off-street parking variance in order to permit an accessory apartment within the building.

This property was subject to a severance application and related minor variances last year. The severance application was appealed to the OMB, which dismissed the appeal. During the consultation process between the owner of the property and City staff, Planning staff made it clear that these two new houses were not appropriate for accessory apartments because the properties could not satisfy the parking requirements for this use. Conditions imposed by the OMB limited the size of the new houses and a site plan was also approved which indicated the size of the driveway. The approved plan indicated that the driveway would be about 3.5 metres in width. The proposed driveway width (2 times 1.87 m) is 3.74 metres which does not conform to the approved site plan.

The current Zoning by-law requires that three off-street parking spaces be provided for a detached dwelling with an accessory apartment. In this case, one parking space is available in the garage, so that two parking spaces must be provided in the driveway.

The proposed parking space width of 1.87 metres for each space is too small to be functional and therefore not appropriate. It is also Planning staff's opinion that the variance is not minor because of the magnitude of the variance and it does not meet the intent of the Zoning By-law to have adequate space to park a vehicle without paving the majority of the front yard for parking.

Having failed three of the four tests for a minor variance, this application should be refused.



PERMIT AND ZONING ADMINISTRATOR:

The Zoning Division of Planning and Development Services objects to the variance application to permit a reduction in the exterior parking space size to 1.87 metres (6.13') in lieu of the required 2.5 metres (8.2').

This property was the subject of a severance application and related minor variances last year. Planning staff during the pre-consultation on this application made it clear that these two new houses were not appropriate for accessory apartments. A condition was enacted that limited the size of the new houses and a site plan was also approved which indicated the size of the driveway. The approved driveway width was approximately 3.5 metres.

The proposed driveway width of 3.74 metres does not conform to the approved site plan. The proposed parking space width of 1.87 metres for each space would be too small to be functional. Zoning concludes this application should be refused for these reasons.

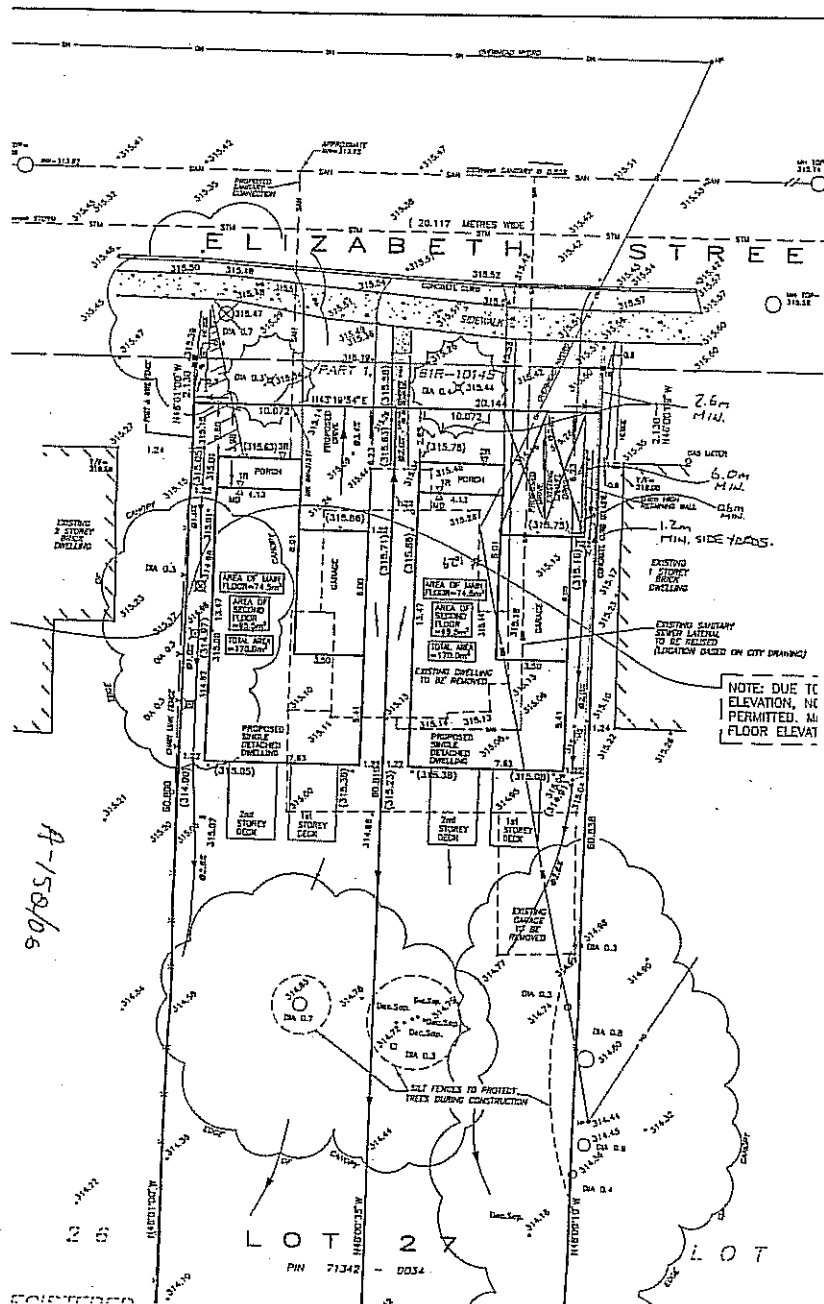
GUELPH HYDRO:

No comment.

GRAND RIVER CONSERVATION AUTHORITY:

No comment.

REPORT COMPILED BY: KIM FAIRFULL
ATTACHMENTS: RN



Schedule 4 – Committee of Adjustment Meeting Minutes

Application: A-152/06
Applicant: David Ing
Agent: Scott Galajda
Location: 129 Elizabeth Street
In Attendance: Scott Galajda

Page 16

November 14, 2006 C of A Minutes

Laurie Pagnan
Fred Thoonen
Dave Leo
Barbara Mann
Mary Leo

The Secretary-Treasurer advised there were two letters received in support of the application on November 13, 2006. She further noted there were letters submitted in objection to the application which was circulated to members.

Chair A. Clos questioned if the sign had been posted in accordance with Planning Act requirements.

Mr. Galajda replied the notice sign was posted and comments were received from staff. He submitted pictures to the members of the Committee of the site along with neighbouring properties identifying two vehicles parked in the driveway.

In response to a question from Committee member L. McNair, Mr. Galajda replied he was not aware a building permit application has been submitted. He noted the Zoning By-law permits accessory units provided adequate parking is provided. He noted there will be sufficient space in the driveway to park two vehicles. He advised they had considered applying for a variance to permit two off-street parking spaces in lieu of three spaces as two parking spaces was the standard when the dwelling was constructed earlier this year. He advised he reviewed the Order from the Ontario Municipal Board and there was no restriction that an accessory apartment not be allowed.

Ms. Pagnan noted that during the original request the neighbours were concerned about the scale and the potential use of the property. She summarized the concerns outlined in the letter she submitted.

Fred Thoonen expressed concern about the parking arrangement. He noted that in order to exit the garage it would require two vehicles backing out onto a main arterial road.

Chair A. Clos noted there is a requirement to have landscaping between driveway and property line. She questioned if the applicant intends to install this landscape strip.

Scott Galajda replied he has discussed this with his client and he is in agreement with this recommendation. He noted the shuffling of cars is a day to day occurrence with many residential properties.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by R. Funnell and seconded by P. Brimblecombe,

November 14, 2006 C of A Minutes

"THAT in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, a variance from the requirements of Section 4.13.3.2.3. of Zoning By-law (1995)-14864, as amended, for 129 Elizabeth Street, to allow for an accessory unit in the building with two of the three off-street parking spaces located in the driveway with a width of 1.87 metres (6.13 feet) when the By-law requires exterior parking spaces have a minimum width of 2.5 metres (8.2 feet), be refused."

Carried.

Schedule 5 – Committee of Adjustment Decision

City of Guelph

Decision



Planning and Development Services


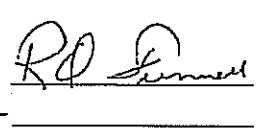
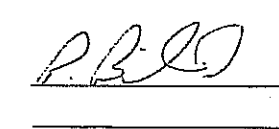
Working Together to Build Our Community

COMMITTEE OF ADJUSTMENT
APPLICATION NUMBER A-152/06

The Committee, having considered whether or not the variance(s) are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, passed the following resolution:

"THAT in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, a variance from the requirements of Section 4.13.3.2.3. of Zoning By-law (1995)-14864, as amended, for 129 Elizabeth Street, to allow for an accessory unit in the building with two of the three off-street parking spaces located in the driveway with a width of 1.87 metres (6.13 feet) when the By-law requires exterior parking spaces have a minimum width of 2.5 metres (8.2 feet), be refused."

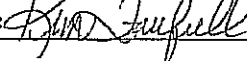
Members of Committee
Concurring in this
Decision

The last day on which a Notice of Appeal to the Ontario Municipal Board may be filed is N/A.

I, Kim Fairfull, Secretary-Treasurer, hereby certify this to be a true copy of the decision of the Guelph Committee of Adjustment and this decision was concurred by a majority of the members who heard this application at a meeting held on November 14, 2006.

Dated: November 17, 2006

Signed: 

Mailing Address: City Hall, 59 Carden Street, Guelph ON N1H 3A1

Building Office: 2 Wyndham St. N, 2nd Floor, Guelph ON, Tel: (519) 837-5615, Fax: (519) 822-4632, Email: cofa@guelph.ca

Web Site: guelph.ca

Schedule 6 - Appeal Letter

MILLER THOMSON LLP

Barristers & Solicitors
Patent & Trade-Mark Agents

Ontario AgriCentre
100 Stone Road West, Suite 301
Guelph, ON N1G 5L3
T: 519.822.4680
F: 519.822.1583
www.millerthomson.com

December 4, 2006

Robin-Lee A. Norris
Direct Line: Ext.: 44638
norris@millerthomson.com

Private & Confidential

File: 069244.0009

Delivered

Committee of Adjustment
2 Wyndham Street North
2nd Floor
Guelph, ON

RECEIVED

DEC-04-2006

Attention: Kim Fairfull, ASCT

Building Services
Community Design and Development Services

Dear Ms. Fairfull:

Re: Application A-152/06
129 Elizabeth Street, Guelph, Ontario

Pursuant to the provisions of Section 45 of the *Planning Act*, R.S.O., we are appealing the Decision of the Committee of Adjustment refusing the Application of our client, David Ing for a variance from the requirements of Section 4.13.3.2.3 of Zoning By-law (1995) - 14864, as amended for property known municipally as 129 Elizabeth Street to allow for an accessory unit in the building with two of the three off-street parking spaces located in the driveway with the width of 1.87 metres (6.13 feet) when the By-law requires exterior parking spaces to have a minimum width of 2.5 metres (8.2 feet). Please find enclosed herein our certified cheque in the amount of \$125.00 payable to the Minister of Finance of Ontario.

The grounds for Appeal are as follows:

1. The Committee of Adjustment erred in fact and law in finding the variances requested were not minor contrary to the provisions of Section 45(1) of the *Planning Act*, R.S.O., 1990, c., P.13, as amended.
2. The variance is desirable for the appropriate development and use of the land and buildings and consistent with the provisions of the Zoning By-law for the City of Guelph which permits secondary units in the R1B Zone. Intensification is a goal under the Provincial Policy Statement 2005 and under the Places to Grow legislation. In failing to approve the required variances, the Committee of Adjustment has failed to appropriately apply the Provincial intensification goals and policies and has failed to apply the appropriate policies and zoning provisions of its own said Zoning By-law.

Toronto Vancouver Whitehorse Calgary Edmonton London Kitchener-Waterloo Guelph Markham Montréal
Affiliations Worldwide


3. The variances requested maintain the general intent and purpose of the Zoning By-law which permits accessory units under certain terms and conditions. The property is located on a bus route and close to the downtown area and the failure to grant the variance fails to acknowledge the possibility of alternate transportation and the reality of space required for parking.
4. The general intent and purpose of the Official Plan is maintained by the Application for the Variance.
5. Such good and other reasons as may be presented from time to time.

We would ask that a hearing date be set as soon as possible in order to hear evidence with regard to this Appeal.

Yours truly,

MILLER THOMSON LLP

Per:


Robin-Lee A. Norris
RAN/sm

Enclosure

c. David Ing



COMMUNITY DESIGN & DEVELOPMENT SERVICES

TO: Community Development & Environmental Services Committee

DATE: 2007/03/09

SUBJECT: **NEW PARK MASTER PLAN - EASTVIEW COMMUNITY PHASE 4 A SUBDIVISION**

RECOMMENDATION:

THAT the Community Design and Development Services Report 07-12, dated March 9, 2007, be received;

THAT the proposed master plan for Eastview Community phase 4 A subdivision park be approved;

THAT the park be named '**Summit Ridge Park**';

AND THAT staff be directed to proceed with the implementation of the park master plan.

REPORT:

Background: Phase 4 A of a plan of subdivision known as the Eastview Community (Guelph Grangehill Developments Limited) located south of Eastview Road and east of Starwood Drive, was registered as Plan 61M-125 in 2005 and is currently under construction. Parkland, having an area of 1.15 ha has been dedicated to the City and is located at 50 Summit Ridge Drive in the new subdivision with street frontages on Summit Ridge Drive and Popham Drive. (See the Appendix 1 - Location Map)

A master plan for the neighbourhood park has been designed In-House and the proposal includes Children's play areas with play equipment and safety surface, a half basketball court or gazebo, informal play area, pathways, benches, trash receptacles and plants. As per *City of Guelph – Recreation, Parks and Culture Strategic Plan (1997)* Neighbourhood Parks are open spaces of appropriate size, shape, topography, location and character to foster the enjoyment of a wide range of freely chosen passive and active activities such as sitting, viewing, conversing, contemplating, strolling, children's play, organized and informal field sports, court games, water play, outdoor skating.

Public Process: In December 2006, a survey was mailed to 161 residents living within the 500 meters of the parkland to comment on the proposed master plan for the new park. It was also advertised in Guelph Tribune and posted on the City's website. (See the Appendix 4 - Proposed Master Plan Survey)

The survey generated feedback by 9 residents. All responses are positive for the conceptual park design and include some suggestions for additional items. A few concerns are raised such as lack of walking and biking trails in the East end of the City, lack of maintenance of the naturalized areas and the need to provide the signage to link the park with the future trail system. (See the Appendix 3 - Proposed Master Plan Survey Results)

Proposed Master Plan: The master plan has been modified as per survey comments to include the following elements. (See the Appendix 2 - Proposed Master Plan - Eastview Community Phase 4 A Subdivision Park)

- The option of a half basketball court has been chosen over gazebo.
- More benches have been added to the plan.
- The plant material specifications will provide for the seasonal interest and wildlife habitat.
- A large mowed grass open area is included to provide opportunities to children for informal play.
- Trails Link Signage will be installed in future at the time of the subdivision trails installation.

Staff believes the implementation of the proposed park master plan will create a neighbourhood scale park to service the residents of Eastview Community phase 4 A and 4 B (future) Subdivisions and be an integral part of the open space linkages in the east end of the City.

Staff is also seeking Committee approval to name the new park as **Summit Ridge Park** following the City of Guelph Policy # 2C2 – Open Space and Facility Naming dated January 1997.

Once approval is granted for the park master plan design, it is anticipated that park construction would take place in summer and fall of 2007.

CORPORATE STRATEGIC PLAN:

3. To support our natural, cultural and architectural heritage.

FINANCIAL IMPLICATIONS:

Development Charges supported Capital Budgets.

RP0073 Grangehill Phase 4 A Neighbourhood Park- Approved budget of \$ 80,000.00

DEPARTMENTAL CONSULTATION:

N/A

COMMUNICATIONS:

N/A

ATTACHMENTS:

Appendix 1 - Location Map

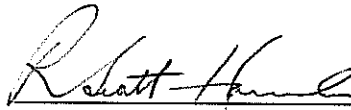
Appendix 2 - Proposed Master Plan - Eastview Community Phase 4 Subdivision Park

*Appendix 3 - Master Plan Survey **Results***

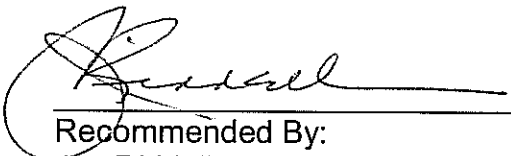
*Appendix 4 - Proposed Park master Plan **Survey***



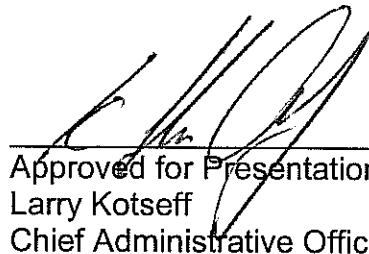
Prepared By:
Jyoti Pathak
Parks Planner
(519) 837 5616 x 2431
jyoti.pathak@guelph.ca



Recommended By:
Scott Hannah
Manager of Dev. and Parks Planning
(519) 837-5616 x2359
scott.hannah@guelph.ca

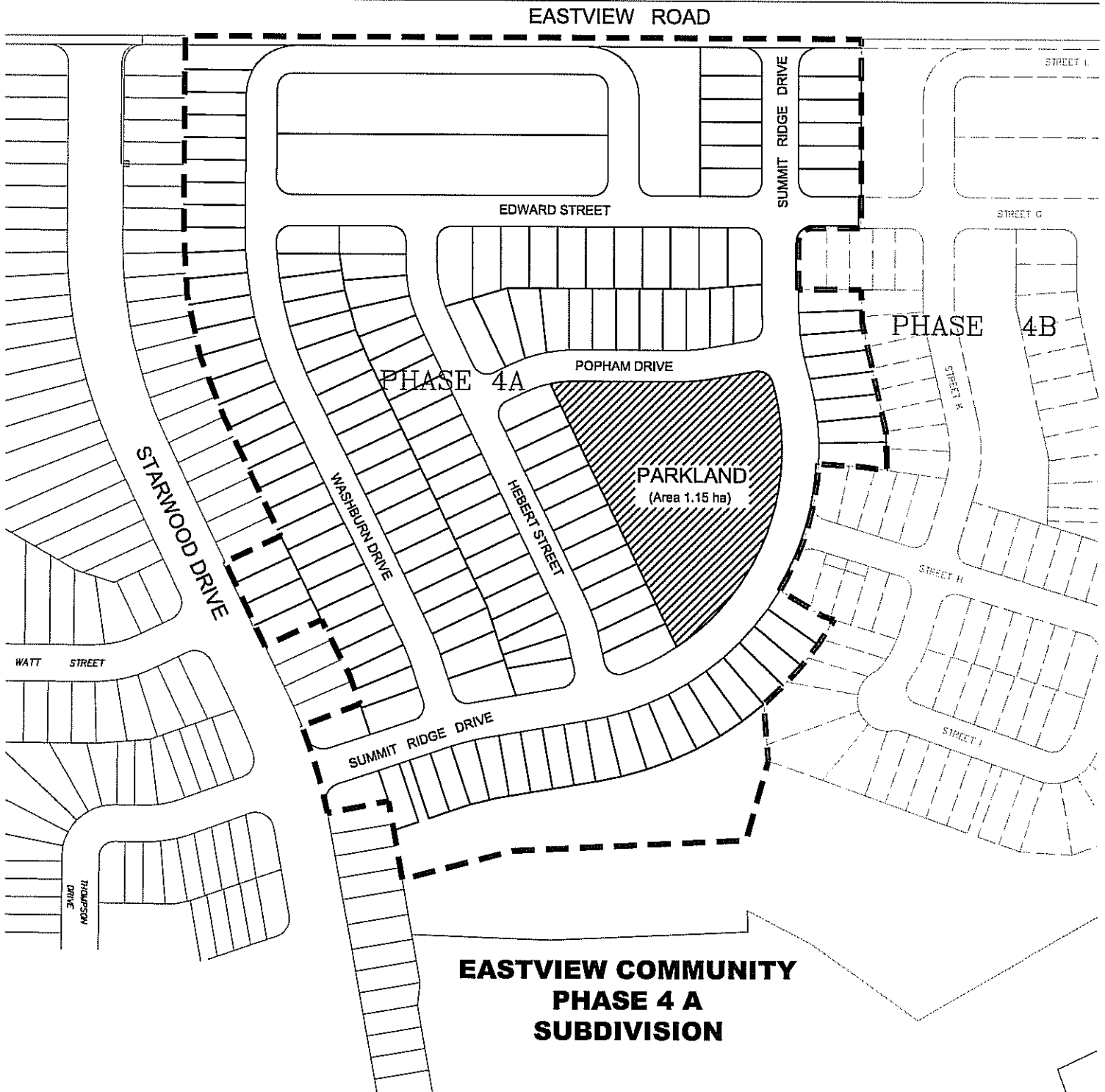
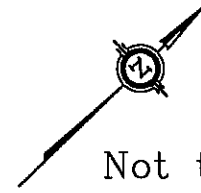


Recommended By:
Jim Riddell
Director of Community design
and Development Services
(519) 837-5616 x 2361
jim.riddell@guelph.ca



Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

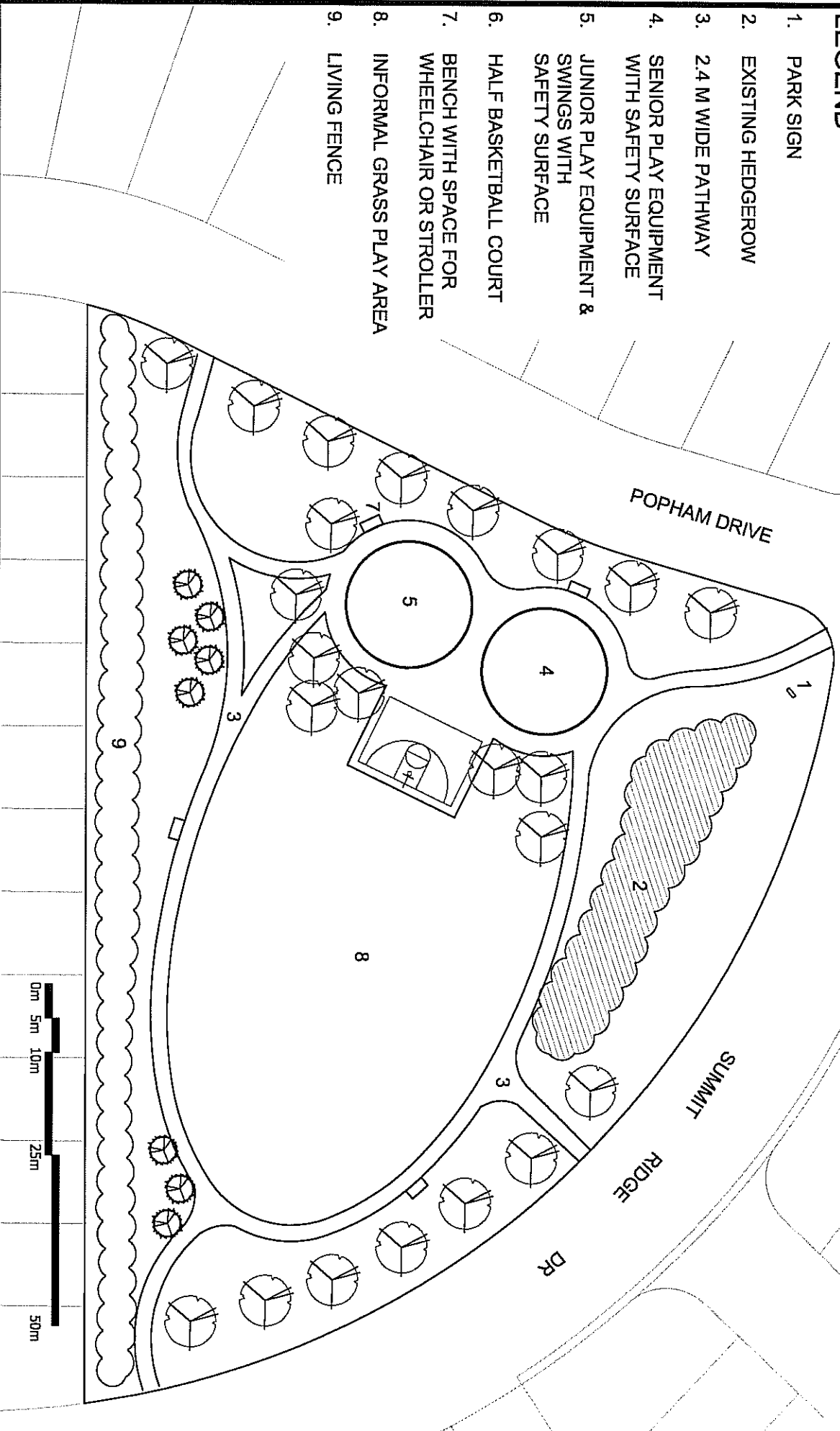
APPENDIX 1 - LOCATION MAP



LEGEND

1. PARK SIGN
2. EXISTING HEDGEROW
3. 2.4 M WIDE PATHWAY
4. SENIOR PLAY EQUIPMENT WITH SAFETY SURFACE
5. JUNIOR PLAY EQUIPMENT & SWINGS WITH SAFETY SURFACE
6. HALF BASKETBALL COURT
7. BENCH WITH SPACE FOR WHEELCHAIR OR STROLLER
8. INFORMAL GRASS PLAY AREA
9. LIVING FENCE

APPENDIX 2 - PROPOSED MASTER PLAN



City of Guelph: Community Design and Development Services
Development and Parks Planning

PROPOSED PARK EASTVIEW COMMUNITY PHASE 4 A
50 SUMMIT RIDGE DRIVE, GUELPH, ON SUBDIVISION WARD 1

CLASSIFICATION: NEIGHBOURHOOD PARK
ZONING: P2 SIZE: 1.15 ha (2.84 ac)

- FEATURES:
- play equipment
 - pathways
 - planting
 - site furniture
 - half basketball court



APPENDIX 3

SURVEY RESULTS FOR PROPOSED PARK MASTER PLAN Grangehill Phase 4 Subdivision (South East of Eastview Rd. and Starwood Dr.)

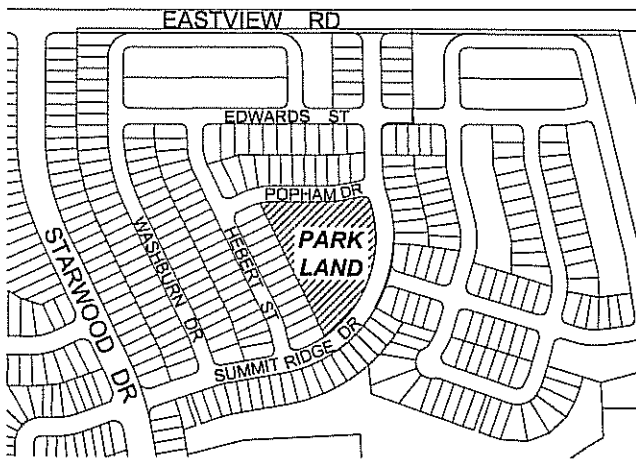
Total number of surveys mailed		161
Total number of surveys received		9
# times comment appeared	Survey Question # 1 The attached Master Plan has two options for area 6 which do you prefer?	
7	Half Basketball Court	
2	Gazebo	
# times comment appeared	Survey Question # 2 What do you like about the proposed master plan?	
3	Pathways	
4	Plantings, living fence, naturalized areas	
3	Play equipment	
1	Site Furniture – benches and trash receptacles.	
1	Location	
1	Mixture of uses	
1	It seems great	
1	Everything	
# times comment appeared	Survey Question # 3 What do you dislike about the proposed master plan?	
1	No signage to link park to all the other walking paths that this entire neighbourhood needs.	
1	Too much grass- unless the City is to keep a large naturalized area.	
1	Naturalized Area: All City boulevards have gone to weeds anyway. Shame! The naturalized area is not indicated on the plan- hopefully # 8 will be lawn and maintained – not a weed infested area that gets hard as a rock.	
1	There are not enough walking / bike trails in our area unlike the South end of the city.	
2	It would be nice to have benches at the other side of the park too.	
# times comment appeared	Suggestions	
1	Consider a variety of trees and shrubs planting that provide: <ul style="list-style-type: none"> • Food for wildlife • Shelter for wildlife • Flowers in Spring and Summer • Different Fall colours • Winter Interest 	
1	More seating for viewing the City	
1	The existing hedgerow needs to be cleaned up a bit	
1	A hill for sledding	



APPENDIX 4

SURVEY – PROPOSED PARK MASTER PLAN

The proposed park is currently a vacant lot located on 50 Summit Ridge Drive, in the GRANGEHILL PHASE 4 SUBDIVISION (East of Starwood Dr and South of Eastview Rd), with street frontages on Summit Ridge Drive and Popham Street.



Community Design and Development Services, Development and Parks Planning is seeking public input into the proposed master plan of a new neighbourhood Park. Your household is invited to participate in our neighbourhood survey. Information gathered from this survey will help City staff in refining the master plan before it is presented to the Planning, Environment & Transportation Committee for approval in early 2007.

The park, 1.15 ha (2.84 ac) in area, has been identified as a neighbourhood Park (P.2 Zone). We are suggesting the following elements for the master plan:

- **Children's playground with Junior and Senior play structures and swings**
- **Half Basketball Court or Gazebo**
- **Plantings**
- **Naturalized Area**
- **Pathways**
- **Site Furniture including Benches and Trash Receptacles**

PLEASE RETURN THE SURVEY BY: Friday, December 15, 2006

KEEP THIS PAGE FOR YOUR RECORDS

Memo



SURVEY - PROPOSED PARK MASTER PLAN
GRANGEHILL PHASE 4 SUBDIVISION

1. The attached Master plan has two options for area 6. Which do you prefer? (please circle your answer).

A. Half Basketball Court

B. Gazebo

C. Other _____

2. What do you like about the proposed Master plan?

(Please use the lines below or provide on a separate sheet)

3. What do you dislike about the proposed Master plan?

(Please use the lines below or provide on a separate sheet)

Please see other side.

RETURN THIS PAGE TO COMMUNITY DESIGN AND DEVELOPMENT SERVICES

Memo



RESPONDENT: Please provide your name and address below if you wish to be mailed the results from the survey and to be kept informed of the process.

Name: _____

Address: _____ Apt/Unit # _____

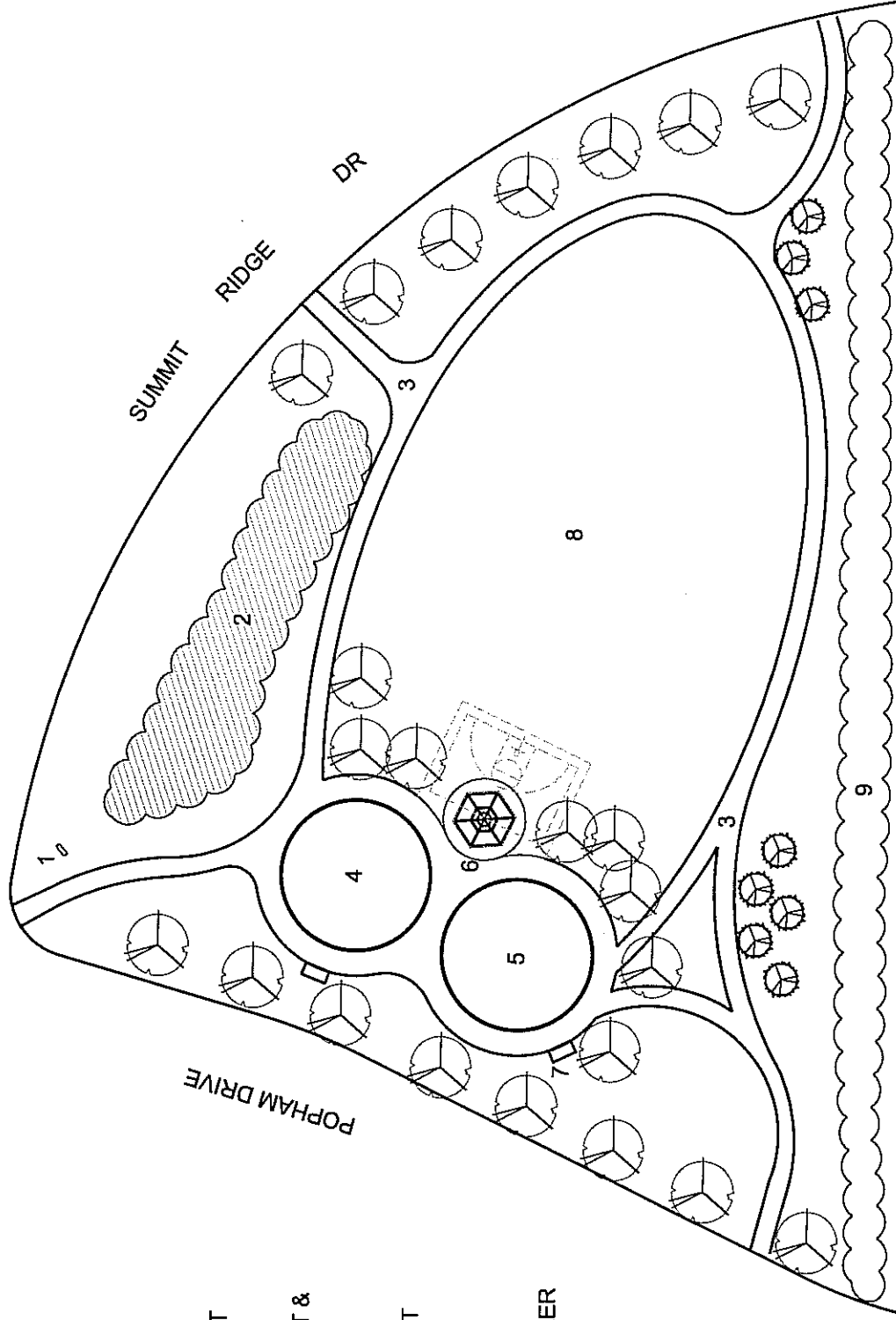
Postal Code: _____ Phone: _____ Fax # _____

Email address: _____

Thank you for completing this survey

LEGEND

1. PARK SIGN
2. EXISTING HEDGEROW
3. 2.4 M WIDE PATHWAY
4. SENIOR PLAY EQUIPMENT WITH SAFETY SURFACE
5. JUNIOR PLAY EQUIPMENT & SWINGS WITH SAFETY SURFACE
6. HALF BASKETBALL COURT OR GAZEBO
7. BENCH WITH SPACE FOR WHEELCHAIR OR STROLLER
8. GRASS
9. LIVING FENCE



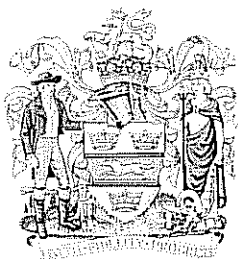
CITY OF GUELPH: COMMUNITY DESIGN AND DEVELOPMENT SERVICES
 59 CARDEN ST GUELPH ON N1H 3A1 TEL 519 837 5604 FAX 519 837 5640
 WEB guelph.ca

PROPOSED PARK GRANGEHILL PHASE 4 SUBDIVISION
 50 SUMMIT RIDGE DRIVE, GUELPH, ON WARD 1

CLASSIFICATION: NEIGHBOURHOOD PARK
 ZONING: P2 SIZE: 1.15 ha (2.84 ac)

FEATURES: - play equipment - planting
 - half basketball court OR gazebo
 - site furniture - pathways





City of Guelph

ENVIRONMENTAL SERVICES

Report:

TO: Community Development & Environmental Services Committee

DATE: March 9, 2007

**SUBJECT: WASTE MANAGEMENT MASTER PLAN - FORMATION OF
PUBLIC STEERING COMMITTEE**

RECOMMENDATION:

"THAT Guelph City Council approve the formation of a Public Steering Committee for the Waste Management Master Plan consisting of the Mayor; the Chair of the Community Development & Environmental Services Committee; four members from the Green Plan Steering Committee, one from the Guelph Chamber of Commerce, and one from the University of Guelph."

BACKGROUND:

The Solid Waste Master Plan process has been initiated. The City received \$96,000 from the Federation of Canadian Municipalities in Green Municipal Enabling Fund (GMEF) grant funding to cover almost half of the anticipated costs of this project. Staff have awarded a contract for consulting services based on the project proposal submitted to FCM. Staff and consultants (Gartner Lee Limited) have been meeting to plan the process going forward, including issues such as: engagement of the public in decision making, formation of a steering committee, identification and prioritization of major deliverables (e.g. identification of potential residue management options).

REPORT:

The purpose of this report is to recommend the formation of a Waste Management Master Plan Steering Committee. This steering committee will be responsible for:

1. Monitoring and ensuring achievement of individual project tasks and the successful completion of a master plan document;
2. Providing guidance and communications related to project issues to those directly involved in the project;
3. Addressing any issue(s) having major implications for the project;

A Great Place to Call Home

4. Ensure management of project scope, as issues may create/force scope changes;
5. Reconcile differences in opinion and approach and resolve disputes;
6. Ensure efforts and expenditure are appropriate to community expectations;
7. Report on project progress and make recommendations as appropriate to the Community Development & Environmental Services Committee or Guelph City Council;
8. Ensure a public consultation process which is consistent with the City's *Public Consultation Policy Guidelines*.

A survey of recently formed waste management steering committees in Ontario, the United States, and Europe (refer to Appendix "A" attached), shows that generally, the larger the municipality, the larger the steering committee. Municipalities of similar population to Guelph have formed steering committees ranging in size from five (5) to thirteen (13) members. The membership of the committee is made up of representatives of the general public, community groups, elected officials, staff, and consultants.

Based on our research and past City practice, staff recommend that a waste management steering committee be formed consisting of:

- ▶ Four (4) members of the general public, having the capacity to understand and advocate the project outcomes, and not be individually motivated toward a specific outcome;
- ▶ Two (2) existing community groups representing the institutional/ commercial/ industrial sector;
- ▶ Two (2) members of Council since the anticipated outcomes will have broad political implications and be of interest to the whole community; and
- ▶ Appropriate Solid Waste Resources staff and members of their consulting team.

If Council approves the formation of a steering committee for the Waste Management Master Plan, the next steps will be to secure participation from the identified community groups and committees, and to schedule the first Steering Committee meeting.

In addition to the Steering Committee, there will be a Project Management Team consisting of City staff (Director of Environmental Services, Manager of Solid Waste Resources) and the lead consultants.

CORPORATE STRATEGIC PLAN:

- 1.5 Develop and implement a local growth management strategy to achieve a healthy community.
- 5.3 Engage the residential, industrial, commercial and institutional communities in best practices for resource management and environmental protection.
- 5.5 Evaluate and implement proven and leading-edge environmental technologies and programs.
- 6.3 Implement an effective strategic and business planning process.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION:



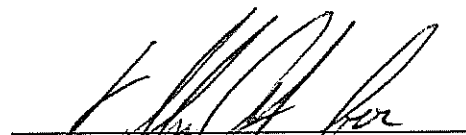
N/A

COMMUNICATIONS:

N/A

ATTACHMENTS:

Appendix "A" - Waste Management Steering Committee Structure (Gartner Lee Ltd.)


Prepared By:
Dean Wyman
Manager, Solid Waste Resources
519-767-0598, ext. 222
dean.wyman@guelph.ca
Recommended By:
Janet L. Laird, Ph.D.
Director, Environmental Services
Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

Report to Community Development & Environmental Services Committee - March 9, 2007
APPENDIX "A"

Waste Management Steering Committee Structures

Municipality/ Region	Committee Type	Purpose/Reporting Structure	Members	Meeting Frequency
Peel Region, Ontario	Waste Management Sub-Committee (WMSC) formed 1995	<ul style="list-style-type: none"> Review, analyze and provide recommendations to Regional Council on waste management issues 	<ul style="list-style-type: none"> 11 members all Regional Councillors Successors appointed by Regional Council 	<ul style="list-style-type: none"> Regular meetings
State of New Hampshire, USA	Solid Waste Management District Planning Committees	<ul style="list-style-type: none"> Study advisability of establishing a solid waste management district by examining the types of facilities that would be needed; the methods of organizing, operating and financing, benefits and disadvantages to member municipalities, facility reporting back to each governing body. 	<ul style="list-style-type: none"> 3 persons from each municipality appointed by respective governing bodies Committee must elect a chairperson, treasurer and clerk. 	<ul style="list-style-type: none"> Not specified for committee but public meetings are required in each district.
Niagara Region, Ontario	Regional Niagara Waste Management Advisory Committee (WMAC)	<ul style="list-style-type: none"> To provide advice that will facilitate the implementation of the Region's Long-term Waste Management System. The primary roles and responsibilities are to: <ul style="list-style-type: none"> provide advice on the process used for the selection, siting and development of any Regional long-term waste disposal site(s) and any significant waste diversion facilities; provide comments on the selection and implementation of solid waste management programs, and participate in the review of significant new waste management technologies; and assist Staff in promoting public interest and involvement in the implementation of waste management programs, the development of new facilities, and to assist Staff in the evaluation of opportunities for Public/Private Sector Partnerships. 	<ul style="list-style-type: none"> The Committee is made up of a maximum of 16 individuals, including: <ul style="list-style-type: none"> ten (10) members of the community at large and one member (the Chair or designate) from each of the active Landfill Site Public Liaison Committees (Line 5 Landfill Site Public Liaison Committee, Humberstone Landfill Site Public Liaison Committee and Niagara Road 12 Citizen's Liaison Committee, and a representative from the Ontario Federation of Agriculture. 	<ul style="list-style-type: none"> Bi-monthly basis or at the call of the Chair, to facilitate public input and to deal with matters related to the implementation of the long-term waste management system.

Waste Management Steering Committee Structures

Municipality/ Region	Committee Type	Purpose/Reporting Structure	Members	Meeting Frequency
Orange County, CA	The RELOOC (Regional Landfill Options for Orange County) Team	<ul style="list-style-type: none"> To meet the solid waste disposal needs of Orange County through efficient operations, sound environmental practice, strategic planning (40 year strategic plan), innovation and technology, specifically: <ul style="list-style-type: none"> consideration of disposal options for short and long-term; consideration of alternative disposal technologies; conducted demand, capacity & economic analyses; evaluated environmental impacts, cost of implementation, level of control, remaining capacity, community acceptance; and community involvement program including more than 140 meetings. 	<ul style="list-style-type: none"> IWMID (Integrated Waste Management Department) staff Consultant Services Community-based Steering Committee consisting of: community-at-large, landfill host cities, City Managers' Association, Waste Management Commission, League of Cities, County of Orange Executive Office 	<ul style="list-style-type: none"> Regular meetings
Durham & York Regions, Ontario	Joint Management Committee (JMC) (A Sub-Committee of Durham's Works Committee and York's Waste Management Committee)	<ul style="list-style-type: none"> To provide advice and make recommendations to Durham's Works Committee and York's Waste Management Committee. The JMC may establish project teams and/or working groups as deemed necessary to address specific issues. Scope of work: <ul style="list-style-type: none"> examine composition & quantity of post-diversion residual waste to be managed; establish limits of area to be serviced by a facility(s) established as a result of JMCs work; research available energy and recyclable resource markets and their operating requirements; review and make recommendations re. Preferred post-diversion residual waste processing technologies and systems. 	<ul style="list-style-type: none"> 3-year term corresponding to regional council term, and comprised of: <ul style="list-style-type: none"> 8 voting members (4 current members of Durham's Works Committee, 4 current members of York's Waste Mgmt Committee); 6 non-voting members (3 interested residents from Durham Region, 3 interested citizens from York Region); and Chair of City & County of Peterborough's Waste Mgmt Steering Committee or designate as an observer. 	<ul style="list-style-type: none"> Coincides with Durham's works Committee and York's Waste Mgmt Committee meetings. May call special meetings in addition to regular meetings.

Waste Management Steering Committee Structures

Municipality/ Region	Committee Type	Purpose/Reporting Structure	Members	Meeting Frequency
		<ul style="list-style-type: none"> review and make recommendations regarding preferred site location(s) for required facility(s); secure meaningful public input through workshops and open houses; and report and make recommendations respecting all other matters set out in the JMC terms of reference. 		
City of Hamilton, Ontario	Public Advisory Committee (PAC)	<ul style="list-style-type: none"> To help develop, through a public consultation process, a Solid Waste Management Master Plan (SWWMP) that would set out a framework for the City's waste management system over the next 25 years. Scope of Work: <ul style="list-style-type: none"> review City's existing waste management system; examine various waste management systems and technologies; and make recommendations to City. 	<ul style="list-style-type: none"> 32 members comprised of: <ul style="list-style-type: none"> Community groups Local businesses General public Education groups Environmental groups 	<ul style="list-style-type: none"> Monthly meetings
City of Hamilton, Ontario	Waste Reduction Task Force (WRTF)	<ul style="list-style-type: none"> Created out of the PAC recommendations to advise and assist the City with implementation and monitoring of the Solid Waste Management Master Plan. Tasks include: <ul style="list-style-type: none"> provide input and recommendations on implementation of initiatives; assist in identifying and resolving community concerns related to the waste management system; assist in research of new waste management practices and solutions; 	<ul style="list-style-type: none"> 13 members with 1/3 of members being reappointed each year. 	<ul style="list-style-type: none"> Monthly meetings

Waste Management Steering Committee Structures

Municipality/ Region	Committee Type	Purpose/Reporting Structure	Members	Meeting Frequency
		<ul style="list-style-type: none"> o participate in public consultation and community events in co-ordination with the Waste Management Division Community Outreach efforts; and o reports to the City's Waste Management Division. 		
Midlands Region, UK	Regional Environmental Protection Advisory Committee (REPAC)	<ul style="list-style-type: none"> ▪ REPAC advises the Environment Agency on its functions pertaining to: <ul style="list-style-type: none"> o control of pollution; o policies relating to integrated pollution control of industrial processes; o regulation of waste; o air quality; o contaminated land; o water resources; and o relevant conservation issues. 	<ul style="list-style-type: none"> ▪ Made up of volunteers from national and international organizations and individuals with a number of years of expertise in the subject matter. There are eight regions under the jurisdiction of the Environment Agency, each with their own REPAC. No specific number of individuals stipulated. 	<ul style="list-style-type: none"> ▪ Quarterly (members are committing to a minimum of 4 half to one-day meetings per year). Members can be reimbursed for mileage and loss of day's pay).
Simcoe County, Ontario	Waste Management Sub-Committee	<ul style="list-style-type: none"> ▪ To research and discuss waste management initiatives. Reports to the County's Corporate Services Committee. 	<ul style="list-style-type: none"> ▪ 5 members made up of County councillors. 	<ul style="list-style-type: none"> ▪ April, Sept, Oct 2006
Oxford County, Ontario	Waste Management Steering Committee	<ul style="list-style-type: none"> ▪ To recommend a County of Oxford Waste Management ▪ Strategy to County Council. Tasks include: <ul style="list-style-type: none"> o conduct a comprehensive review of the current County waste management program; o examination of various waste management options along with the costing of the options; and o provide recommendations for County Council consideration. 	<ul style="list-style-type: none"> ▪ There are thirteen members who sit on the committee, each with voting rights. <ul style="list-style-type: none"> o 8 Area municipal representatives (Blandford-Blenheim, East Zorra – Tavistock, Zorra, South West Oxford, Norwich, Ingersoll, Tillsonburg and Woodstock); o 3 Sector representatives (Agricultural, Industrial and Business/Commercial); and o 2 County of Oxford Public Works staff representatives 	<ul style="list-style-type: none"> ▪ Monthly meetings

Waste Management Steering Committee Structures

Municipality/ Region	Committee Type	Purpose/Reporting Structure	Members	Meeting Frequency
Surrey County, UK	Environment & Economy Select Committee (EESC)	<ul style="list-style-type: none"> Carry out reviews/investigations and make recommendations to Executive and/or County Council on the development of policies, and conduct best-value reviews. EESC can appoint Task Groups of Committee members to undertake detailed reviews and prepare draft reports for approval by the Committee. Looked at modelling work carried out to decide how many waste treatment facilities will be required in the County and justification for choice of sites and technologies proposed. 	<ul style="list-style-type: none"> Aims to engage all stakeholders including: <ul style="list-style-type: none"> The public Members of council Council officers Business Sector partners Media 	<ul style="list-style-type: none"> Regular meetings
Region of Melbourne, Australia	Towards Zero Waste Interim Advisory Board	<ul style="list-style-type: none"> To advise and assist the Region with implementation of initiatives. 	<ul style="list-style-type: none"> Seven members made up of Regional Council members. 	
Township of Seguin (Perry Sound area)	Waste Management Committee	<ul style="list-style-type: none"> To actively participate, research, analyse and recommend opportunities for waste diversion in the Township of Seguin with the goal of moving towards the Provincial guidelines of 60% diversion. 	<ul style="list-style-type: none"> 7 members made up of: <ul style="list-style-type: none"> 4 members of the public; 1 member of Council; Township of Seguin Waste Coordinator; Director of Operations (to facilitate meetings); and other Township staff as may be appropriate. Members knowledgeable with respect to waste mgmt, waste diversion, composting and/or other related environmental issues. Members asked to actively participate, research, analyse and recommend opportunities for waste diversion. 	<ul style="list-style-type: none"> Monthly meetings



City of Guelph

ENVIRONMENTAL SERVICES

Report:

TO: Community Development & Environmental Services Committee

DATE: March 9, 2007

SUBJECT: ORGANIC PLANT COMMISSIONING UPDATE

RECOMMENDATION:

"THAT the report of the Director of Environmental Services dated March 9, 2007 entitled Organic Plant Commissioning Update, be received."

BACKGROUND:

At a meeting of Guelph City Council held May 1, 2006, the following resolution was passed to close temporarily the Organic Processing Plant located at 110 Dunlop Drive. Staff continues to follow this direction.

"WHEREAS the City has requested that the Ministry of the Environment ("MOE") issue an Order to facilitate an air management pilot project at the Organic Facility and such an Order has not yet been received by the City;

AND WHEREAS the City has requested from the MOE various amendments to the Certificates of Approval (C. of A.) for the Waste Resource Innovation Centre and such amendments have not yet been received by the City;

AND WHEREAS the City's application for COMRIF funding for the necessary upgrades to the Organic Facility has not been approved;

AND WHEREAS the City intends to continue to divert its organic waste from landfill;

Therefore be it resolved:

1. That the City of Guelph temporarily cease receiving and processing organic waste at the Organic Facility as soon as technically feasible and in compliance with all approvals and regulations;
2. That during this period of interim cessation of processing organic waste at the Organic Facility, staff be directed to divert, as soon as possible, organic waste from the landfill, and that staff be authorized to issue and appropriate RFP;
3. That the MOE be requested to respond to the City of Guelph's prior request for the issuance of an Order and for Amendments to the City's Certificate of Approval;
4. That staff be directed to report back on feasible options for the diversion of organic waste from landfill including funding implications;
5. That the City undertake the Strategic Plan for solid waste management, as approved in the 2006 budget."

The following are significant dates or events:

- Receipt of all wet/organic waste for processing stopped on May 23, 2006;
- Wet waste remaining in the composter was processed as normal. The facility was emptied of all organic material as of June 29, 2006;
- To divert as soon as possible the wet waste from landfill, all wet waste was shipped to an energy-from-waste facility in Niagara Falls New York, effective October 2006;
- Regarding the issuance of an appropriate RFP, a tender to seek alternative processing capacity for the interim 18 to 36 month period was issued and only one response was received. Staff have contacted all companies that requested copies of the tender document to see why only one bid was received. The lack of responses was due: to lack of industry capacity, composition of the waste, timing and terms and conditions. Council approved the award of the tender at their February 19th meeting;
- In June 2006, the City submitted three Certificate of Approval (C of A) amendments to the Ministry of the Environment (MOE). Two amendments have been received and staff anticipate receiving the third one;
- A tender to remove the structurally unsound roof and associated walls of the primary section of the organic plant is being issued by Corporate Services, who have estimated a timeline of about 18 months for reconstruction of the facility;
- Staff met with representatives of the Ministry of Environment in December 2006 to see what actions the MOE may require to amend the current Certificate of Approval to enable the facility to reopen.

REPORT:

Prior to bringing a decision to Council regarding the capital works required at the composting facility, staff will ensure that Council is advised on two key issues:

1. The air management system and;
2. The lifecycle costs of the facility in consideration of the corrosive operating conditions.

The need for a comprehensive odour control, air management plan and system will be considered and further reported on. In addition, Corporate Services staff are intending to investigate the materials of construction and the life cycle cost of each component. While these studies are being completed, staff will complete design and cost estimates on all construction work being recommended so that Council can make an informed decision regarding reopening the organic plant. As well, staff and consultants will work with representatives from the MOE to ensure that any capital upgrades will meet Ministry approval where necessary.

There are three major capital upgrades, subject to further investigation, which will be required to operate the plant as effectively and efficiently as possible:

1. Rebuild the roof and related structures. When considering the design and construction of the composting facility, it is important to spend time investigating the lowest life cycle cost of each component for that facility in consideration of the corrosive conditions. This will be part of the consultant's design package, and therefore the total time estimated by Corporate Services until the facility would be functional is about 1 ½ years.
2. Enlarge the secondary area of the compost plant to allow for the indoor screening of compost.
3. Update the processing technology on in the tip floor area.

CORPORATE STRATEGIC PLAN:

- 5.1 Develop strategies to sustain our natural and built infrastructure;
- 5.5 Evaluate and implement proven and leading-edge environmental technologies and programs;
- 6.6 Ensure that all City initiatives are based on sound financial, social and environmental principles.

FINANCIAL IMPLICATIONS:

Funds have been included in the 2007 to 2016 Solid Waste Resources Capital Budget to fund the reopening of the organic plant.

DEPARTMENTAL CONSULTATION/CONCURRENCE:

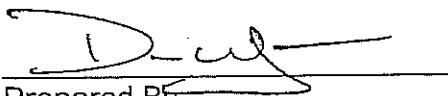
Finance Department and Corporate Services - Corporate Property.

COMMUNICATIONS:

N/A

ATTACHMENTS:

N/A



Prepared By.

Dean Wyman

Manager, Solid Waste Resources

519-767-0598, ext. 222

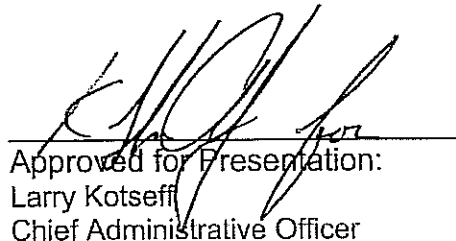
dean.wyman@guelph.ca



Recommended By:

Janet L. Laird, Ph.D.

Director, Environmental Services



Approved for Presentation:

Larry Kotseff

Chief Administrative Officer



City of Guelph

ENVIRONMENTAL SERVICES

Report:

TO: Community Development & Environmental Services Committee

DATE: March 9, 2007

SUBJECT: HEALTHY LANDSCAPES EDUCATIONAL PROGRAM

RECOMMENDATION:

"THAT the proposed Healthy Landscape Education Program as outlined in the Community Development & Environmental Services Committee report Healthy Landscapes Educational Program dated March 9th, 2007 be adopted for implementation;

AND THAT staff report annually on the effectiveness of the Healthy Landscapes Education Program;

AND THAT the Healthy Landscape Technician position be part of the Environmental Services Department and be charged with the successful implementation and on-going enhancement and development of the Healthy Landscape Education Program."

BACKGROUND:

At a Council meeting of March 7th, 2005, the following resolution was passed:

"THAT the Healthy Landscapes Education Program, attached as Schedule 1, be implemented in 2005."

During the 2006 budget deliberation process, an expansion program to implement the Healthy Landscapes Education Program was presented but not approved.

During the 2007 budget deliberations, sufficient funding was approved to hire a Healthy Landscapes Technician for a 2-year term.

REPORT:

The Healthy Landscapes Education Program tabled for consideration in 2005 (attached) lays out a 'roadmap' for the development of a comprehensive program. Staff believes the Program's community outreach and partnership focus is very appropriate and recommend its implementation.

The move away from pesticide dependency is of community interest and consistent with the City's current Strategic Plan. Staff recommends the Program's effectiveness in this regard be monitored and reported on annually. Environmental education and awareness promotion is an activity associated with our Environmental Services area.

While sufficient funding was approved to hire a Healthy Landscape Technician for a 2-year term, there was no budget approved for the development of training and promotional materials. As a result, the position will be filled on a part-time basis during 2007, enabling some of the funding to be directed towards the development of promotional materials and/or to undertake a telephone survey to determine current attitudes towards pesticide use, providing a baseline and to inform the development of the educational program.

CORPORATE STRATEGIC PLAN:

- To be strong environmental stewards.
- To enhance community wellness

FINANCIAL IMPLICATIONS:

Funding for the Healthy Landscape Technician for a two-year term was approved during the 2007 budget deliberations.

DEPARTMENTAL CONSULTATION:


The Operations Department has participated in the development of and concurs with this report.

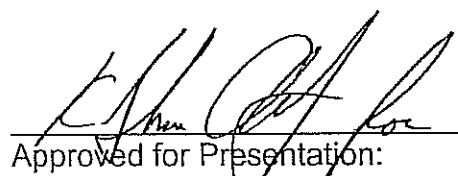
COMMUNICATIONS:

N/A

ATTACHMENTS:

Healthy Landscapes Education Program


Recommended By:
Janet L. Laird, Ph.D.
Director, Environmental Services


Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

City of Guelph Pesticide Education Program

Revised September 1, 2004

Project Summary	Partners	Method & Resources Required	Goal of Project
<p>1. Healthy Lawn Training</p> <p>Training session for local retail staff about appropriate healthy lawn techniques.</p>	<ul style="list-style-type: none"> • Parks Department • Guelph Turfgrass Institute (GTI) • Local retail participants • Guelph Master Gardeners 	<p>Healthy lawn training session. Requires lawn care expertise – Guelph Turfgrass Institute. Will be followed up with an end of season questionnaire to assess the effectiveness of the training.</p>	<ul style="list-style-type: none"> • To educate local retail staff on healthy lawn information and appropriate pesticide use. • Information passed onto the consumer. • To be done annually.
<p>2. Point of Purchase Campaign</p> <p>Have Information tear off sheets on alternatives to pesticides, and healthy lawn tips available at retail stores where pesticides are sold.</p>	<ul style="list-style-type: none"> • Parks Department • Local retailers. 	<p>Develop tear off sheets or lawn care fact sheets. Requires resources for printing and developing and cooperation of local retailers has already been sought.</p>	<ul style="list-style-type: none"> • Have information available at point of purchase so consumers can make informed decisions. • Would include GTI Homeowner Hotline # and Guelph Master Gardener's hotline # which provides seasonal lawn care tips.
<p>3. Homeowners Signage and Information Kit</p> <p>Linked to the point of purchase campaign.</p>	<ul style="list-style-type: none"> • Parks Department • Local retailers • Homeowners • University of Guelph - GTI • Wallington-Dufferin-Guelph Health Unit • Community organizations 	<p>Require funds to create kits which would include: pesticide use sign, information on safe use and storage, information on protective clothing, information on alternatives to pesticides and healthy lawn maintenance tips.</p>	<ul style="list-style-type: none"> • Goal of project is to have homeowner informed about the product, and to inform their neighbours about their pesticides use. • Goal is also to promote safe use and handling as well as alternative techniques.
<p>4. Pesticide Exchange Event</p> <p>Compost or natural / organic products given in exchange for open or sealed chemical pesticide product.</p>	<ul style="list-style-type: none"> • Parks Department • Waste Resource Innovation Centre • Local retailers 	<p>Exchange of pesticides for compost should take place at the Waste Resource Innovation Centre. Requires availability of compost and advertisement of event on radio and in newspapers.</p>	<ul style="list-style-type: none"> • Encourage use of organic compost, as well as encourages proper disposal of chemical pesticides.

Project Summary	Partners	Method & Resources Required	Goal of Project
<p>5. Community Champion</p> <p>Seek the participation of a visible and respected community leader and get their public commitment to only use alternatives to pesticides on their property.</p>	<ul style="list-style-type: none"> • Parks Department • Community champion / champions • Local media, Guelph Tribune / Guelph Mercury 	<p>Need to find a community leader willing to participate and have local media follow progress throughout the season. i.e. The Tribune, Rogers cable, the Weather Network.</p>	<ul style="list-style-type: none"> • Goal is public commitment, which provides positive leadership by example.
<p>6. Ask an Expert Weekend</p> <p>Have a natural lawn and garden expert available at a local retail location to answer questions.</p>	<ul style="list-style-type: none"> • Parks Department • Local retail store • Lawn and gardening expert – Master Gardeners are open to participating as long as they are given enough notice. 	<p>Need cooperation of local retail store and donation of prizes for a draw – used to attract participants.</p>	<ul style="list-style-type: none"> • Gets campaign out in the public and at point of purchase and allows residents questions to be answered.
<p>7. Lawn Demonstration Project at the Guelph Turfgrass Institute</p> <p>The GTI has an IPM lawn project for which they do one public demonstration a season.</p>	<ul style="list-style-type: none"> • Guelph Turfgrass Institute • Parks Department 	<p>GTI is willing to partner with Parks Department for the lawn demonstration again this year. Requires good advertisement in order to get more people to attend.</p>	<ul style="list-style-type: none"> • Goal is to demonstrate that one can achieve a healthy lawn without the use of pesticides.
<p>8. Pesticide Free Naturally Lawn Kits</p> <p>Can be used in combination with other community events.</p>	<ul style="list-style-type: none"> • Parks Department • Other community organizations 	<p>Need to purchase Pesticide Free Naturally Kits, includes: "Pesticide Free Naturally" sign, information on alternatives to pesticides and a children's activity pack.</p>	<ul style="list-style-type: none"> • Distribution of alternatives to pesticides information. • Greater use of pesticide-free signs increases the visibility of pesticide-free lawns and gardens.

Project Summary	Partners	Method & Resources Required	Goal of Project
<p>9. School Program</p> <p>Program to educate children about the biodiversity of a lawn and perceptions of what a beautiful lawn is.</p>	<ul style="list-style-type: none"> • Parks Department • Other community organizations • University of Guelph • Public and separate school boards 	<p>Need permission of school boards and assistance of other community organizations to go into schools and do presentations on the different species that live in your lawn, acceptance of 'dandelions' as beautiful etc. Can use HGTV "Bugs: The Secret World of Gardens" video.</p>	<ul style="list-style-type: none"> • Inform children at a young age about the complexity of species that live in a lawn. • Change perceptions and norms about what a "beautiful lawn" is.
<p>10. Natural Lawn and Garden Tours / Alternative Lawns Tour</p> <p>Organize summer natural lawn and garden summer tour.</p>	<ul style="list-style-type: none"> • Parks Department • Local community organizations and Guelph residents such as the Master Gardeners and Guelph Environment Network (GEN) who already hold such a tour. 	<p>Could be facilitated through the Boulevard Club, Guelph Master Gardeners, OPIRG or GEN. Would require advertisement in the media.</p>	<ul style="list-style-type: none"> • Promote natural lawns and gardens. • Provide opportunity for people to get more information about going natural. • Encourages the norm of natural lawns and garden.
<p>11. Fact Sheets</p> <p>Focus is on lawn tips and promoting alternative techniques and practices that do not require use of pesticides.</p>	<ul style="list-style-type: none"> • Parks Department • Guelph Environment Network • Wellington-Dufferin-Guelph Health Unit (WDGHE) 	<p>Sample fact sheets could include:</p> <ul style="list-style-type: none"> "Organic Lawn Care" "Assessing Your Lawn" "Grasses" "Fertilizers" "Grubs: Organic Controls" "Groundcovers" "How to Talk to Others" (have permission to reprint from Organic Landscape Alliance fact sheets) Also seeking WDGHE cooperation in "Safe use, disposal and storage of pesticides". "Alternatives to Lawns" in participation with GEN. 	<ul style="list-style-type: none"> • Have information available for residents. • Can be made available at Neighbourhood groups, recreation centres, libraries, City Web Page and some material reprinted in the newspaper. • Some widespread distribution, but mainly target buffer zones and ecologically sensitive areas of the City.

Project Summary	Partners	Method & Resources Required	Goal of Project
<p>12. Seasonal Information</p> <p>Printed in municipal calendar, Tribune and Guelph Leisure Guide.</p>	<ul style="list-style-type: none"> • Parks Department • Other City of Guelph departments. • Wellington-Dufferin-Guelph Health Unit 	<p>Seasonal Information from federal government Healthy Lawns information, and a Monthly Lawn Maintenance Schedule similar to the one from the City of Ottawa.</p>	<ul style="list-style-type: none"> • To provide seasonal reminders of tips and techniques for a healthy lawn.
<p>13. Other Printed Materials</p> <p>Could include decals, bookmarks, brochures etc.</p>	<ul style="list-style-type: none"> • Parks Department • Other community organizations 	<p>Could be made available at Neighbourhood groups, recreation centres, libraries, and other City locations.</p> <p>Brochures or bookmarks "10 steps to a healthy lawn" or "Safe solutions to common lawn problems".</p> <p>Will have Master Gardeners hotline number printed -- permission received.</p>	<ul style="list-style-type: none"> • Have material readily available for homeowners.
<p>14. Concept or Logo</p> <p>Develop a logo or concept to make the program easily identifiable. Could involve a high school competition to develop a logo.</p>	<ul style="list-style-type: none"> • City of Guelph • Pesticide Advisory Committee (to be appointed) • Guelph High Schools 	<p>Advisory committee development of concept.</p> <p>High school logo competition.</p>	<ul style="list-style-type: none"> • Visible logo brands concept to be easily recognizable. • e.g. Toronto's Healthy Lawns; Halifax "Naturally Green"; Go for Green "Gardening for Life"; Woodstock "Healthy Plants, Healthy Environment"; Region of Halton "Naturally Green" • Ideas: Guelph Naturally, Healthy Lawns Naturally, Green It Up!, Lawns for Living, Pesticide-Free Naturally

Municipal Education / By-Law Enforcement Figures from Best Practices Review *

Average By-law Implementation ⁸	Average Public Education / Outreach
\$0.50 - \$1.00 per person per year	\$0.13 - \$0.24 per person per year

Table I: Summary Table – Top Nine Communities⁹

Community	Approach	Size	Program Maturity	Budget per capita	Pesticide Reduction Achieved
Canada					
Hudson/ St. Lazare / Notre Dame, QC.	By-law supported by education	5,000-13,000	11 years	\$0.50 to \$1.00	High
Halifax Regional Municipality, NS	By-law supported by education	360,000	3 years	\$0.50	High
Hamilton, ON.	Education/Outreach	680,000	24 months	\$0.13	Low
City of North Vancouver, the District of North Vancouver and the District of West Vancouver, B.C.	Education/Outreach	180,000	8 months	\$0.28	Marginal
USA					
Chesapeake Bay, PN	Education/Outreach	450,000	16 months	\$0.24	Medium (low one year later)
Seattle and King County, WS	Education/Outreach	2.2 million	10 years	\$0.16	Low
North Central Texas	Education/Outreach	5.7 million	3 years	\$0.01	Marginal
Europe					
Frejlev (Aalborg, Denmark)	Community agreement, Education/Outreach	2,000	3 years	\$3.40 but appears to be non-comparable to others	High
Germany/Baden-Wuerttemberg	National and State (Laender) Law	82.688 million	12 years	N/A	N/A

* Source: *The Impact of By-Laws and Public Education Programs on Reducing the Cosmetic / Non-Essential, Residential Use of Pesticides: A Best Practices Review*. Prepared by the Canadian Centre for Pollution Prevention and Cullbridge Marketing and Communications, March 24 2004.

⁸ Page 4.

⁹ Page 8.

Municipal Education / By-Law Enforcement Figures from Best Practices Review *

City	Enforcement and Education	Education/Outreach
Hudson/ St. Lazare/ Notre Dame, QC.	\$5,000 -\$15,000 /year depending on size of the community	
Halifax	\$197,000 operating budget for 2002-2003 (\$0.55 per capita) \$120,000 operating budget for 2000-2001 (\$0.33 per capita)	\$85,000 for education and outreach for 2002-2003
Hamilton		\$90,100 operating budget for 2002

* Source: *The Impact of By-Laws and Public Education Programs on Reducing the Cosmetic / Non-Essential, Residential Use of Pesticides: A Best Practices Review*. Prepared by the Canadian Centre for Pollution Prevention and Cullbridge Marketing and Communications, March 24 2004.

Sample Municipal Education Budgets^{AM}

Municipality	Education Budgets
Town of Caledon	2003 Budget – \$4,000 (<i>PROPOSED \$20,000 for 2004</i>) 2004 Budget – \$5,000 ¹⁰
Town of Oakville	2003 Budget – \$30,000 (ads, community events) 2004 – \$167,000 (<i>PROPOSED 2004 budget for education campaign including the addition of an Environmental Education Officer</i>) 2004 Budget – estimated to be around \$30,000 (did not get Environmental Education Officer Position) (costs includes 15, 000 brochures/letters to households etc.) ¹¹
Region of Waterloo (City of Kitchener, City of Cambridge, City of Waterloo, Woolwich Township, Wilmot Township, Wellesley Township, North Dumfries) (50% Region of Waterloo funding, and remaining 50% funded by area municipalities on a per capita basis)	2003 Budget – \$20,000 (focus group expenses) 2004 Budget – \$240,000 (Approved: testing of key messages, brochure, poster ad, lawn signs, fridge magnets, bus posters, fact sheets, radio & newspaper ads, automated telephone line, website, spring pesticide return day, issue oriented campaigns, evaluation) ¹² 2005 Budget – \$112,500
City of London	2004 Budget – \$25,000 (newspaper ads and radio spots in a four week campaign) ¹³
City of Woodstock	2003 Budget – \$10,000 ¹⁴ 2004 Budget – \$3,700 carried over from 2003 + additional \$4,300 approved for 2004 (\$8,000 total) ¹⁵
Town of Markham	2002-2003 – \$29,000 (completed pamphlet, purchased books for public libraries, portable tabletop display, 10,000 lawn signs created = \$21,000) ¹⁶

^{AM} Data researched and compiled by Anita Mahadeo, 2004.

¹⁰ Glenn Blakely, Manager, By-Law Enforcement & Property Standards, Town of Caledon;
Kasey Livingston, Program Co-ordinator, Caledon Countryside Alliance

¹¹ Narelle Martin, Environmental Adviser, Office of the CAO. Town of Oakville.

¹² Available at www.region.waterloo.on.ca and follow links to public health, environmental health, pesticides and then to Community Services Committee Reports and select September 16th 2003 documents.

¹³ Bill Coxhead, City of London

¹⁴ See www.city.woodstock.on.ca and follow links to IPM program.

¹⁵ Dan Major, Supervisor of Parks and Forestry, City of Woodstock.

¹⁶ Karen Boniface, Parks Planner, Town of Markham.

Sample Municipal By-Laws and Enforcement Budgets

Municipality	By-law and Enforcement
Town of Caledon	<p>Property Standards Section of the Planning & Development Department is responsible for the administration and enforcement of the Town By-laws that apply to private property. These include property standards, fill, tree cutting, noise, and others. The main focus of the Property Standards Section is the enforcement of health, safety and environmental issues.</p> <ul style="list-style-type: none"> No additional staffs were hired for enforcement; enforcement of the by-law is on a complaint basis.¹⁷
Town of Oakville	<ul style="list-style-type: none"> Proposed by-law banning non-essential use of pesticides was not passed this year. Opted for continuing education campaign and monitoring of Toronto court challenges. <i>Estimated cost of proposed ban was \$350,000 to \$400,000 annually. Total cost includes processes for registration, notification, and enforcement. Estimated costs for additional enforcement officers, including supervision, technical support and prosecution would be in the range of \$200,00 to \$250,000. Estimated summary of costs ranges between \$400,000 to \$600,000 annually. Total cost does not include costs for any legal challenges that may arise.</i> <i>Alternate consideration is a program with a targeted education program with voluntary compliance, still involving a registry and notification process. Compliance would not require enforcement. Anticipated costs would be \$100,000 to \$120,000. There would be no risk of legal challenges with voluntary compliance.</i>¹⁸
City of Toronto	<ul style="list-style-type: none"> 2004 Budget – \$450,000 (gross)/\$225,000 (net) additional cost to the Toronto Public Health Operating Budget. Includes 7 new seasonal positions and funds for public education and an outreach campaign.¹⁹

¹⁷ Glenn Blakely, Manager, By-Law Enforcement & Property Standards, Town of Caledon.

¹⁸ Available at www.town.oakville.on.ca, follow Council and Meeting Minutes links to Report, Special Meeting of Council, February 11, 2004 or go to www.town.oakville.on.ca/Residents/res_minutes.htm

¹⁹ City of Toronto Staff Report to Board of Health from Dr. Sheila Basrur, MOH, "Implementation of the Pesticide By-law" February 6, 2004. Available at www.city.toronto.on.ca/health/hphe/pesticides/bylaw.htm and select "Implementation of the Pesticide By-law (February 2004)".

Additional Municipal Education and By-Law Enforcement Figures *

City	Enforcement & Education	Enforcement Only	Education Only
Vancouver	$\$179,120 / 545,671 =$ 32 cents per capita 2004 $\$100,000 / 545,671 =$ 18 cents per capita 2005 (Year 1 – By-law)	$\$85,000 / 545,671 =$ 5 cents per capita 2004 $\$85,000 / 545,671 =$ 15 cents per capita 2005	$\$94,120 / 545,671 =$ 17 cents per capita 2004 $\$15,000 / 545,671 =$ 2 cents per capita 2005
Halifax	$\$120,000 / 359,111 =$ 33 cents per capita 2001 (Year 1 – By-law) $\$197,000 / 359,111 =$ 55 cents per capita 2002 (Year 2 – By-law) $\$195,000 / 359,111 =$ 54 cents per capita 2003 (Year 3 – By-law)	$\$32,000 / 359,111 =$ 9 cents per capita 2001 <i>* Achieved over 90% compliance in first year, 2001</i>	$\$88,000 / 359,111 =$ 24 cents per capita 2001
Toronto	$\$450,000 / 2,481,494 =$ 18 cents per capita 2004 (Year 1 – By-law) <i>* Includes \$225,000 Provincial subsidy from MOH</i>		
Ottawa			$\$400,000 / 774,072 =$ 51 cents per capita 2002 $\$319,000 / 774,072 =$ 41 cents per capita 2003 <i>* Includes Provincial subsidy from MOH of \$150,000 in 2003 and \$109,000 in 2003.</i>

* Source: Kasey Livingston, Program Coordinator , Caledon Countryside Alliance.



City of Guelph

OPERATIONS

Report:

TO: COMMUNITY DEVELOPMENT & ENVIRONMENTAL SERVICES
COMMITTEE

DATE: 2007/03/09

SUBJECT: PESTICIDE REGULATION

RECOMMENDATION:

THAT the Pesticide Bylaw as presented in the March 9th, 2007 Community Development & Environmental Services Committee report Pesticide Regulation be forwarded to City Council for approval;

AND THAT staff responding to requests for enforcement of the Pesticide Bylaw focus on education until April 2009;

BACKGROUND:

There is considerable history to Council's deliberation on possible regulations pertaining to pesticide usage within the community. Attached in Appendix A is the January 31st, 2005 report Healthy Landscapes Education Program and By-law promoting the goal of the reduction of non-essential pesticide use within the City of Guelph presented to the former Planning, Environment & Transportation Committee. The report was tabled at Council's March 7th, 2005 meeting. The following resolutions were subsequently passed and remain outstanding:

Resolution #1:

"THAT a By-law be developed by staff for the consideration of Council in 2005, have components as outlined on Schedule 2 attached."

Resolution #2

"THAT staff report back to Council on an annual basis on the use of pesticides within exception areas."

A Great Place to Call Home

Resolution #3

"THAT the matter of monitoring pesticides in surface water be referred back to staff for a report on the implications by June 2005."

Also attached In Appendix B for the Committee's information is correspondence addressed to Mayor Farbridge, dated January 30th, 2007 from Dr. Lori Hasulo pertaining to this matter.

REPORT:

The following summarizes action taken to address these resolutions:

Resolution #1

Appendix C to the report contains a draft bylaw for consideration of Committee. It has been drafted consistent with Schedule 2 of the January 31st Council report as directed by City Council:

- "A requirement that all lawn-care and landscape companies operating in the city who use chemical pesticides for lawn maintenance purposes become IPM accredited and use IPM techniques, allowing for a three year phase-in;
- A requirement that the top soil depth on new residential, commercial, industrial and institutional developments be a minimum of 12 inches;*
- A restriction of non-essential pesticide use within a 20 metre radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence or hospital. IPM practices only must be used within these boundaries;
- A requirement that all pesticide application on residential, commercial or industrial land be prohibited under the following conditions, with the exceptions for health & safety reasons, golf courses and research properties;
 - wind speed is greater than 11 km/h;
 - temperatures above 25° Celsius;
 - on trees during their blooming period;
 - when the forecast of rain on a given day is 50% or greater, except for applications that require watering-in;
 - within 10m of any body of water and wetlands;
 - during an air quality advisory day."

(*The reference to top soil has not been addressed in the Pesticide Bylaw. After discussion with various members of staff and stakeholders, it is a collective opinion that this matter is inappropriate for this bylaw and will be addressed within a separate top soil bylaw or development standard update.)

In preparation of the bylaw, staff reviewed the Pesticide Bylaw and/or policies of several other municipalities. Staff exercised discretion in drafting the by-law by:

- adding institutional land use under regulation;
- exempting hydro transmission tower corridors;
- exempting railway right of way corridors.

Given the long standing past practice of pesticide use and in recognition that an educational program will commence simultaneously with the introduction of the bylaw, it is recommended that staff be directed to focus on stakeholder education rather than punitive action when responding to requests for enforcement.

Resolution #2

This resolution was based upon a pesticide permitting system being adopted. Although considered, a resolution to direct staff to create a permitting system was not approved by the previous Council. Consequently, this resolution cannot be complied with as there would be no means of staff being aware when pesticides were applied to such areas.

Resolution #3

The Environmental Services Department has prepared an Information Report on this matter and will be distributed with Council's March 9th, 2007 package.

CORPORATE STRATEGIC PLAN:

To be strong environmental stewards.
To enhance community wellness.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION/CONCURRENCE:

Corporate Services (Legal), Environmental Services and Community Design and Development Services have been consulted on this matter.

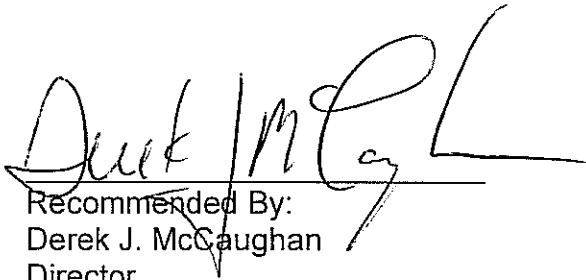
COMMUNICATIONS:

Public Notice has been published in the City Page of the Guelph Tribune advising this matter is before the Committee on this date.

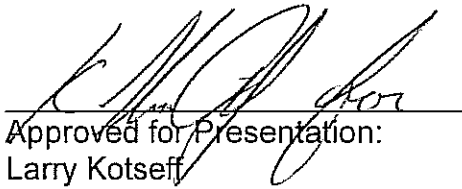
ATTACHMENTS:

Appendix A - Planning, Environment & Transportation Committee Report -
Healthy Landscapes Education Program and By-law promoting the goal of the reduction of non-essential pesticide use within the City of Guelph

Appendix B - Draft Pesticide Regulation Bylaw;



Recommended By:
Derek J. McCaughan
Director
(519) 837-5628 ext 532
derek.mccaughan@guelph.ca



Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

Appendix A

Planning, Environment & Transportation Committee Report – January 31st, 2005

Healthy Landscapes Education Program and By-law promoting the goal of the reduction of non-essential pesticide use within the City of Guelph


Planning, Environment & Transportation

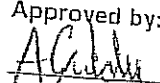
January 31, 2005

Report

Community
Services

Prepared by:


Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



Subject

Healthy Landscapes Education Program and By-law promoting the goal of the reduction of non-essential pesticide use within the City of Guelph

Recommendations

"THAT the report of the Healthy Landscapes Stakeholder Committee (Schedule "AA") be received,

AND THAT the Healthy Landscapes Stakeholder Committee be thanked for their work,

AND THAT the report of the Director of Parks dated December 13, 2004 recommending a Healthy Landscapes Education Program and By-law that supports the reduction of non-essential pesticide use within the City of Guelph be received,

AND THAT the Healthy Landscapes Education Program (Schedule "A") be implemented in 2005,

AND THAT a By-law (Schedule "D") be developed by staff for the consideration of Council in 2005,

AND THAT the City of Guelph, Parks Department registry of persons at risk for people living near municipal lands be continued,

AND THAT a Pesticide Advisory Group be created for a two year term to advise on the implementation of the Healthy Landscapes Education Program and receive any new research related to the issue of pesticide use and health concerns,.

AND THAT an expansion package be developed for the 2006 operating budget for \$00.50 per capita to continue the Healthy Landscapes Education Program and conduct a telephone survey,"

Background

On May 26, 2003, Council passed a resolution (attached) on the use of non-essential pesticides on private property. One clause of the resolution stated "THAT Staff report back to Council with a draft "Healthy Landscapes By-law and/or Program in 2004 for implementation at that time that includes the following components and/or principles: .

- A definition of pesticides and Integrated Pest Management
- A requirement that commercial applicators of chemical pesticides be licensed under the Pesticides Act with the appropriate operator's license and exterminator's license and hold current Integrated Pest Management Accreditation to operate in the City of Guelph

- Restriction of non-essential pesticide use within a defined buffer zone of:
 - a property registered as being occupied by persons at risk who have provided medical documentation
 - any property containing a school, licensed daycare, playground, park, licensed seniors residence or hospital
 - open natural water, wetlands or wells
- a requirement that the application of non-essential pesticides (outside of buffer zones) is permitted on a spot basis only
- restriction of non-essential pesticide use during certain climate and/or natural conditions (e.g. wind velocity, ambient temperature, air quality advisory days, on trees during their blooming period)
- notice requirements
- and exemptions for health and safety reasons, golf courses, and research institutions."

To complete this mandate, council directed staff to establish a "stakeholder committee including University of Guelph representation, private sector lawn care/landscape specialists, health care representation and citizens to ensure effective and consultative drafting and implementation of the By-law/program."

Pesticide Education Coordinator

In the summer of 2003, the Parks Department applied for a Human Resources Development Canada grant to hire a pesticide education coordinator. The pesticide education coordinator was hired in late December 2003 to research best practices regarding pesticide education in other municipalities and to compile those best practices into a Healthy Landscapes Education Program for the City of Guelph.

Healthy Landscapes Stakeholder Committee Selection and Mandate

Staff selected individuals (Schedule "E") from each of the areas described in the Council resolution. The committee met on four occasions and had an advisory role and mandate to advise staff on the Healthy Landscapes Education Program which included recommendations on cultural practices in lawn care, education projects, accreditation requirements, buffer zones, By-laws, role of the Wellington-Dufferin-Guelph Health Unit, and the creation of a Pesticide Advisory Group to oversee and implement the Healthy Landscapes Education Program. Minutes were meticulously kept and posted on the City website along with

January 31, 2005

Report

Community
Services

Prepared by:

Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



Planning, Environment & Transportation

the stakeholder committee report and schedules.

Healthy Landscapes Stakeholder Committee Recommendations

The Healthy Landscapes Stakeholder Committee recommended a Healthy Landscapes Education Program and By-law with an emphasis on education and the following general goals:

- A policy of being proactive in the protection of human health and the environment through the promotion and endorsement of pesticide-free methods of lawn and garden management.
- Implementation of an effective education program and By-law with the goals of promoting natural alternatives to pesticide use and encourage basic healthy lawn practices.
- That Council continue to show leadership in promoting the reduction of non-essential pesticide use within the City of Guelph.

Overview of Education Recommendations

The Stakeholder Committee's final recommendations placed a significant emphasis on an education program. Areas of emphasis included:

- Promotion of pesticide-free and natural alternatives to pesticide methods of lawn and garden management.
- A signage and information kit for homeowners.
- Encouragement of basic healthy lawn practices.
- Promotion of reduction of pesticides.
- Promotion of safe use and disposal practices.

The Stakeholder Committee also recommended that the Wellington-Dufferin-Guelph Health Unit take the lead on education in areas pertaining to pesticide exposure and women's reproductive health, primary prevention of exposure, and promoting pesticide awareness among family physicians within the City of Guelph. A chart (Schedule "A") outlining the Pesticide Education Program recommendations is attached.

Overview of By-law Recommendations

The Stakeholder Committee recommended a Pesticide By-law to restrict the use of non-essential pesticides within defined buffer zones, during certain climate and natural conditions, IPM accreditation requirements and top soil requirements. The overall By-law recommended components included:

- A requirement that all pesticide application on

January 31, 2005

Report

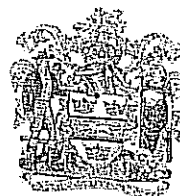
Community
Services

Prepared by:

Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



January 31, 2005

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Prepared by:

Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



residential, commercial, or industrial land be prohibited under the following conditions and these conditions would be part of the education program:

- o Wind speed greater than 11 kph;
 - o Temperatures above 25°C;
 - o On trees during their blooming period;
 - o When the forecast of rain on a given day is 50% or greater, except for applications requiring watering-in;
 - o Within 10 m of any body of water;
 - o During an air quality advisory day.
- City of Guelph should require all lawn care and landscape companies operating in the city who use chemical pesticides for lawn maintenance purposes to become IPM accredited, allowing for a three-year phase-in.
 - Requirement that the top soil depth on new residential, commercial, industrial and institutional developments should be a minimum of 12 inches.
 - Restriction of non-essential pesticide use within a 20 m radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence, or hospital. IPM practices must only be used within these boundaries by IPM accredited companies.

Additional Recommendations

The Stakeholder committee recommended continuing with the City of Guelph, Parks Department registry of persons at risk for people living near municipal lands combined with a voluntary registry for chemically sensitive persons to be included in the education program for all other areas of the City.

These recommendations were discussed with the Deputy City Solicitor and modifications to the Stakeholder Committees recommendations were made in the recommendation section of this report.

The Stakeholder committee recommended the Parks Department continue the five-year phase out of pesticide use. The exceptions for this phase out will be sports fields used for competitive matches only (in consultation with user groups), medians, boulevards and horticultural areas such as the floral clock at Riverside Park where natural control is otherwise ineffective. Within these areas the Parks Department will continue to use Integrated Pest Management techniques and to continue to research and incorporate the use of alternative approaches to pest and weed management.

Planning, Environment & Transportation

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Community
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Prepared by:

Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



The stakeholder committee also made recommendations regarding the definitions (Schedule "B") of 'pesticide' 'non-essential use of pesticides' and 'Integrated Pest Management' which are included.

The Stakeholder Committee supported the small focus group initiative this year and recommends the funding of an external telephone survey to be conducted in 2005 with a follow up survey in 2006. The telephone survey will be used to gain a broader perspective on residents' views towards pesticides use and will be used to continue to determine inefficiencies in public education, which can then be addressed in the City's education program.

The Stakeholder Committee's concluding recommendation was that The City of Guelph facilitate the creation of a Pesticide Advisory Group to oversee the implementation of the Healthy Landscapes Education Program. This Advisory Group should include, but not be limited to, representation from the various organizations / institutions that made up the stakeholder Committee.

Staff recommendations

The pesticide education program (Schedule "A") was developed using best practices in the province and across Canada and should be implemented in 2005.

The By-law components suggested in (Schedule "D") were discussed with the Deputy City Solicitor and it is felt that these components are reasonable and enforceable.

The current Parks Department registry of persons at risk for persons living near municipal lands should be continued. It has been in place for over 20 years and plays a significant role in advising persons living near City lands when the City is going to apply pesticides.

The suggestion of the creation of a Pesticide Advisory Group to oversee the implementation of the Healthy Landscapes Education Program has merit. As well, the Pesticide Advisory Group could aid staff in monitoring new research related to the issue of pesticide use and potential health concerns.

In 2005, another Human Resources Development Canada grant has been approved to roll out the education program. It is recommended that an expansion package be developed for the 2006 operating budget for \$00.50 per capita to continue the Healthy Landscapes Education Program and conduct a telephone survey.

Frequently asked questions

What are the implications for the Parks Department use of pesticides?

Planning, Environment & Transportation

The stakeholder committee agreed that the goal of the five year phase out of use of pesticides use with exceptions. Parks could use pesticides following the IPM practices on sports fields (in consultation with user groups), on horticultural areas and medians.

What are the implications to lawn care companies use of pesticides?

If the By-law is approved, companies would become IPM accredited and use IPM techniques allowing for a three year phase in.

What are the implications to homeowners' use of pesticides?

Homeowners would be encouraged to reduce their use of pesticides through the education program. As well, non-essential pesticide use within a 20 m radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence, or hospital would be restricted. IPM practices would have to be followed within those boundaries.

What are the implications to a business or institution?

Businesses and Institutions would be encouraged to reduce their use of pesticides through the education program. As well, the non-essential pesticide use within a 20 m radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence, or hospital would be restricted. IPM practices would have to be followed within those boundaries

Costs

Staff reviewed the implementation costs pertaining to education programs alone and By-law enforcement and education programs together. Charts (Schedule "C") are included as to this report and provide a per capita break down of education programs and education programs with By-laws, as well as sample budgets from other municipalities in Ontario.

Authority for By-law

The Ontario Municipal Act provides that a municipality may regulate matters not specifically provided for by the Municipal Act or any other Act for purposes related to the health, safety and well-being of the inhabitants of the municipality. The proposed by-law is intended to assist in the reduction of pesticide use for the protection of human

January 31, 2005

Report

Community
Services

Prepared by:

Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



Planning, Environment & Transportation

January 31, 2005

Report

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Jay Kivell
Director of Parks

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Andy Goldie
A/Commissioner
Community Services



health and the environment and is intended to complement provisions of the Pest Control Products Act (federal legislation) and the Pesticides Act (provincial legislation). Pesticides by-laws passed by municipalities have been subject to court challenges. The Hudson, Quebec by-law came before the Supreme Court of Canada and was upheld. In Ontario, the Superior Court of Justice, ruling on the first such case in Ontario, upheld the City of Toronto's pesticides by-law. The Toronto decision (known as the "Croplife" case) is presently under appeal to the Court of Appeal and was set to be heard in November, 2004. A court challenge to the by-law proposed herein remains a possibility.

Enforcement

If the By-law was passed pertaining to buffer zones, IPM accreditation and use of IPM techniques, and soil depth a part-time By-law enforcement officer would have to be hired for that purpose.

Timing

The Healthy Landscapes Education Program promoting a reduction in the use of pesticides, encouragement of alternative methods, and promotion of healthy lawn and garden practices should begin in 2005. The By-law components should allow for a three-year phase-in.

Comments on the Current Education Process

The current education program on pesticides and alternatives to pesticides includes articles in the Community Leisure Guide, articles in the Tribune City Pages, Healthy Lawn training session for the retail sector, other seminars and workshops, pamphlets and alternative garden tours. These are a cooperative effort of the Parks Department, the Waste Resource Innovation Centre, OPIRG, the Guelph Environment Network, the Guelph Turfgrass Institute and others.

The community-based social marketing program has already begun with the conducting of a series of Pesticide Use focus groups held in participation with the University of Guelph and Professor Jim Mahone. These focus groups were used to gauge public opinion on the issue of pesticide use and to assist in the development of education programs to address the barriers to the use of alternatives to pesticides. The education program will include existing materials and materials developed by other municipalities (including the City of Toronto) and other organizations (including the Organic Landscape Alliance, the Toronto Environmental Alliance) and the Federal Government's Healthy Lawns Initiative.

Planning, Environment & Transportation

January 31, 2005

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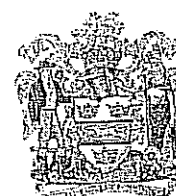
Community
Services

Prepared by:

Jay Kivell
Director of Parks

Approved by:

Andy Goldie
A/Commissioner
Community Services



It will also include a number of additional community partners who have already begun to partner with the Parks Department or who have expressed a desire to do so, including the Guelph Turfgrass Institute, the University of Guelph, the Guelph and Wellington County Master Gardeners and the Wellington-Dufferin-Guelph Health Unit.

Implications

A court challenge to the by-law proposed herein remains a possibility.

Funding Budget

In 2003, the Parks Department applied for and received a Human Resources Development Canada Grant and the individual hired with that grant worked on the development of the Healthy Landscapes Program. In 2004, an additional Human Resources Development Canada Grant has been applied for and approved to provide an individual to continue to implement the Healthy Landscapes Education Program as developed in 2005.

In the research conducted it has been estimated that the costs for implementation of an education program alone varied between \$0.13 - \$0.24 / per capita, and for the implementation of a By-law supported by an education program ranged from \$0.50 - \$1.00 / per capita (see schedule C). It has been noted by the committee that the data in the *"Impact of By-Laws and Public Education Programs on Reducing the Cosmetic/Non-Essential, Residential use of Pesticides: A Best Practices Review"* showed a higher level of pesticide reduction achieved in communities with a combined By-law and education program. See website <http://www.pestinfo.ca/main/ns/6/doc/15/lang/EN>

Notice Requirements

Residents will be notified of the approved Healthy Landscapes Education Program and/or By-law through the Tribune City Pages, the Community Leisure Guide and the City Website.

Planning, Environment & Transportation

Subject

Healthy Landscapes Program and Education Program promoting the reduction of non-essential pesticide use within the City of Guelph

Recommendations

"THAT the report of the Healthy Landscapes Stakeholder Committee outlining a hybrid By-law / education program that supports the reduction of non-essential pesticide use within the City of Guelph be received,

AND THAT an education program be developed and funded to include:

- Promotion of pesticide-free and natural alternatives to pesticide methods of lawn and garden management.
- A signage and information kit for homeowners.
- Encouragement of basic healthy lawn practices.
- Promotion of reduction of pesticides.
- Promotion of safe use and disposal practices.
- Partnership with the Wellington-Dufferin-Guelph Health Unit on education issues pertaining to pesticide exposure and women's reproductive health, primary prevention of exposure, and promotion of pesticide awareness among family physicians in Guelph,

AND THAT the education program begin in 2005,

AND THAT a By-law component be developed to include:

- A requirement that all pesticide application on residential, commercial, or industrial land be prohibited under the following conditions:
 - o Wind speed greater than 11 kph;
 - o Temperatures above 25°C;
 - o On trees during their blooming period;
 - o When the forecast of rain on a given day is 50% or greater, except for applications that require watering-in;
 - o Within 10 m of any body of water and wetlands;
 - o During an air quality advisory day.
- A requirement that all lawn-care and landscape companies operating in the city who use chemical pesticides for lawn maintenance purposes become IPM accredited, allowing for a three year phase-in.
- A requirement that the top soil depth on new residential, commercial, industrial and institutional developments should be a minimum of 12 inches.
- A restriction of non-essential pesticide use within a 20 m radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence, or hospital. IPM practices must only be used within these boundaries by IPM accredited companies,

July 30, 2004

Report

Community
Services

Prepared by:

Anita Mahadeo
Pesticide Education
Coordinator

Endorsed by:

Jay Kivell
Director of Parks

Approved by:

Gus Stahlmann
Commissioner
Community Services



July 30, 2004

Report #

Community
Services

Prepared by:

Anita Mahadeo
Pesticide Education
Coordinator

Endorsed by:

Jay Kivell
Director of Parks

Approved by:

Gus Stahlmann
Commissioner
Community Services



AND THAT the By-law be enforced in 2007,

AND THAT the City of Guelph, Parks Department registry of persons at risk for people living near municipal lands be continued and the addition of a voluntary registry for persons at risk be included in the education program for all other areas of the City,

AND THAT the City fund an external telephone survey to examine citizens attitudes and practices regarding pesticide use and to assist in the further development of city programs and to include a follow up survey the next year,

AND THAT the telephone survey be conducted in 2005,

AND THAT the City of Guelph, Parks Department continue with its goal for a five-year phase out of pesticide use with exceptions. The exceptions for this phase out will be sports fields used for competitive matches only (in consultation with user groups), medians and horticultural areas such as the floral clock at Riverside Park. Within these areas the Parks Department will continue to use Integrated Pest Management techniques and to continue to research and incorporate the use of alternative approaches to pest and weed management,

AND THAT the City of Guelph Parks Department receive adequate funding to properly maintain the city's sports fields and thereby reduce the need for chemical intervention,

AND THAT there be exemptions for health and safety reasons, golf courses, and research institutions,

AND THAT a Pesticide Advisory Group be created to oversee the implementation of the Healthy Landscapes Program, oversee the education program and receive any new research related to the issue of pesticide use and health concerns,

AND THAT an expansion package be developed for the 2005 operating budget for \$00.50 per capita to implement the Healthy Landscapes Program,

AND THAT the Healthy Landscapes Stakeholder Committee be thanked for their work."

Background

On May 26, 2003, Council approved a resolution on the use of non-essential pesticides on private property. One clause of the resolution stated
"THAT Staff report back to Council with a draft "Healthy Landscapes By-law and/or Program in 2004 for implementation at that time that includes the following components and/or principles:

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Report

Community
Services

Prepared by:

Anita Mahadeo
Pesticide Education
Coordinator

Endorsed by:

Jay Kivell
Director of Parks

Approved by:

Gus Stahlmann
Commissioner
Community Services



- A definition of pesticides and Integrated Pest Management
- A requirement that commercial applicators of chemical pesticides be licensed under the Pesticides Act with the appropriate operator's license and exterminator's license and hold current Integrated Pest Management Accreditation to operate in the City of Guelph
- Restriction of non-essential pesticide use within a defined buffer zone of:
 - a property registered as being occupied by persons at risk who have provided medical documentation
 - any property containing a school, licensed daycare, playground, park, licensed seniors residence or hospital
 - open natural water, wetlands or wells
- a requirement that the application of non-essential pesticides (outside of buffer zones) is permitted on a spot basis only
- restriction of non-essential pesticide use during certain climate and/or natural conditions (e.g. wind velocity, ambient temperature, air quality advisory days, on trees during their blooming period)
- notice requirements
- and exemptions for health and safety reasons, golf courses, and research institutions."

To complete this mandate, council directed staff to establish a "stakeholder committee including University of Guelph representation, private sector lawn care/landscape specialists, health care representation and citizens to ensure effective and consultative drafting and implementation of the By-law/program."

Healthy Landscapes Stakeholder Committee Selection and Mandate

Staff selected individuals from each of the areas described above. Representation from the University of Guelph was the Chair of Plant Agriculture who was recommended by the Office of Research; private sector lawn care/landscape representatives included one conventional lawn care specialist and one organic landscaper who had offered their services in the past and were accepted for this committee; representation from the Wellington-Dufferin-Guelph Health Unit was solicited and first involved the participation of a health inspector who was subsequently replaced by a director and manager of environmental health; and citizen representation included a member of the Guelph Environment Network and a citizen with young children who had expressed an interest in being involved in future consultations during the Pesticide Review Committee Process of 2002.

The committee had an advisory role whose mandate was to advise staff on the Healthy Landscapes Program which included recommendations on cultural practices in lawn care, education projects, accreditation requirements, buffer zones, By-laws, role of the Wellington-Dufferin-Guelph Health Unit, and the possible creation of a Pesticide Advisory Group to oversee and implement the education and Healthy Landscapes Programs.

Healthy Landscapes Stakeholder Committee Recommendations

The Healthy Landscapes Stakeholder Committee recommended a hybrid By-law / program with an emphasis on education and the following general goals:

- A policy of being proactive in the protection of human health and the environment through the promotion and endorsement of pesticide-free methods of lawn and garden management.
- Implementation of an effective education program and By-law with the goals of promoting natural alternatives to pesticide use and encourage basic healthy lawn practices.
- That Council continue to show leadership in promoting the reduction of non-essential pesticide use within the City of Guelph.

Overview of Education Recommendations

The Stakeholder Committee's final recommendations placed a significant emphasis on an education program. Areas of emphasis included:

- Promotion of pesticide-free and natural alternatives to pesticide methods of lawn and garden management.
- A signage and information kit for homeowners.
- Encouragement of basic healthy lawn practices.
- Promotion of reduction of pesticides.
- Promotion of safe use and disposal practices.

The Stakeholder Committee also recommended that the Wellington-Dufferin-Guelph Health Unit take the lead on education in areas pertaining to pesticide exposure and women's reproductive health, primary prevention of exposure, and promoting pesticide awareness among family physicians within the City of Guelph. A chart outlining the Pesticide Education Program recommendations is attached as Schedule A.

Overview of By-law Recommendations

The Stakeholder Committee recommended a Pesticide By-law to restrict the use of non-essential pesticides within defined buffer zones, during certain climate and natural

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conditions, IPM accreditation requirements and top soil requirements. The overall By-law recommended components included:

- A requirement that all pesticide application on residential, commercial, or industrial land be prohibited under the following conditions:
 - o Wind speed greater than 11 kph;
 - o Temperatures above 25°C;
 - o On trees during their blooming period;
 - o When the forecast of rain on a given day is 50% or greater, except for applications requiring watering-in;
 - o Within 10 m of any body of water;
 - o During an air quality advisory day.
- City of Guelph should require all lawn care and landscape companies operating in the city who use chemical pesticides for lawn maintenance purposes to become IPM accredited, allowing for a three-year phase-in.
- Requirement that the top soil depth on new residential, commercial, industrial and institutional developments should be a minimum of 12 inches.
- Restriction of non-essential pesticide use within a 20 m radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence, or hospital. IPM practices must only be used within these boundaries by IPM accredited companies.

Additional Recommendations

The Stakeholder committee recommended continuing with the City of Guelph, Parks Department registry of persons at risk for people living near municipal lands combined with a voluntary registry for chemically sensitive persons to be included in the education program for all other areas of the City.

The Stakeholder committee recommended the Parks Department continue with its goal for a five-year phase out of pesticide use. The exceptions for this phase out will be sports fields used for competitive matches only (in consultation with user groups), medians and horticultural areas such as the floral clock at Riverside Park. Within these areas the Parks Department will continue to use Integrated Pest Management techniques and to continue to research and incorporate the use of alternative approaches to pest and weed management.

The stakeholder committee also made recommendations regarding the definitions of 'pesticide' 'non-essential use of pesticides' and 'Integrated Pest Management' which are included as Schedule B.

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The Stakeholder Committee supported the small focus group initiative this year and recommends the funding of an external telephone survey to be conducted in 2005 with a follow up survey in 2006. The telephone survey will be used to gain a broader perspective on residents' views towards pesticides use and will be used to continue to determine inefficiencies in public education, which can then be addressed in the City's education program.

The Stakeholder Committee's concluding recommendation was that The City of Guelph facilitate the creation of a Pesticide Advisory Group to oversee the implementation of the Healthy Landscapes Program and its education components. This Advisory Group should include, but not be limited to, representation from the various organizations / institutions that made up the stakeholder Committee.

Costs

Staff reviewed the implementation costs pertaining to education programs alone and By-law enforcement and education programs together. Charts are included as Schedule C to this report and provide a per capita break down of education programs and education programs with By-laws, as well as sample budgets from other municipalities in Ontario.

Legal Issues

The Ontario Municipal Act permits the City of Guelph to enact By-laws that set conditions on the use of pesticides. This could include when and where certain types of pesticides are used. However, there remains a possibility of a court challenge to specific aspects of the By-law recommendations, i.e. the buffer zone restrictions.

Enforcement

If the Pesticide By-law was passed pertaining to buffer zones, climate conditions, IPM accreditation, and soil depth, if time and workload permitted, enforcement could be done by the By-law enforcement officers or other staff.

Timing

The education components of the program promoting a reduction in the use of pesticides, encouragement of alternative methods, and promotion of healthy lawn and garden practices should begin with funding in 2005 and progress to reflect information supporting the recommended By-law components. IPM accreditation requirements should allow for a three-year phase-in, the By-law recommendation regarding top soil depth and the By-law components related to buffer zones and climate conditions should begin with an

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education program in 2005 and be enforceable beginning in 2006.

Comments on the Current Education Process

The current education program on pesticides and alternatives to pesticides includes articles in the Community Leisure Guide, articles in the Tribune City Pages, Healthy Lawn training session for the retail sector, other seminars and workshops, pamphlets and alternative garden tours. These are a cooperative effort of the City of Guelph Parks Department, WET/DRY, OPIRG, the Guelph Environment Network, the Guelph Turfgrass Institute and others.

The community-based social marketing program has already begun with the conducting of a series of Pesticide Use focus groups held in participation with the University of Guelph and Professor Jim Mahone. These focus groups were used to gauge public opinion on the issue of pesticide use and to assist in the development of education programs to address the barriers to the use of alternatives to pesticides. The results of the focus groups can be found on the City website. The education program will include existing materials and materials developed by other municipalities (including the City of Toronto) and other organizations (including the Organic Landscape Alliance, the Toronto Environmental Alliance) and the Federal Government's Healthy Lawns Initiative.

It will also include a number of additional community partners who have already begun to partner with the Parks Department or who have expressed a desire to do so, including the Guelph Turfgrass Institute, the University of Guelph, the Guelph and Wellington County Master Gardeners, and the Wellington-Dufferin-Guelph Health Unit.

Alternatives

Accept the Healthy Landscapes Stakeholder Committee's recommendations with its education and By-law components, not accepting the Stakeholder Committee recommendations, accepting the education program alone, or accepting the education and By-law recommendations as a broader education program.

Implications

There is a potential for a court challenge of the proposed By-law components.

Funding

Budget

In 2003 the Parks Department applied for and received a Human Resources Development Canada Grant and the individual hired with that grant worked on the development of the Healthy Landscapes Program. In 2004 an additional Human Resources Development Canada Grant will be

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applied for to provide an individual to continue to implement the education program as already developed.

In the research conducted by staff it has been estimated that the costs for implementation of an education program alone varied between \$0.13 - \$0.24 / per capita, and for the implementation of a By-law supported by an education program ranged from \$0.50 - \$1.00 / per capita (see schedule C). It has been noted by the committee that the data in the *"Impact of By-Laws and Public Education Programs on Reducing the Cosmetic/Non-Essential, Residential use of Pesticides: A Best Practices Review"* showed a higher level of pesticide reduction achieved in communities with a combined By-law and education program. See website <http://www.pestinfo.ca/main/ns/6/doc/15/lang/EN>

Account Number

Funding Schedule

Capital Budget or Operating Budget

Notice Requirements Residents will be notified through the Tribune City Pages, the Community Leisure Guide and the City Website.

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Schedule A

Pesticide Education Program

The following chart outlines the components of the education program that have been developed, researched and selected based on their creative nature to engage residents in the issue and based on evidence of their effectiveness in other communities. The complete education program including a list of contacts for each project and sample education materials from other municipalities are included in the education program binder at the Parks office.

For an education program to be effective in educating as well as changing behaviours, it is recommended that a community-based social marketing strategy be adopted. The education program binder includes a full description and resources for community-based social marketing plans.

Community-based social marketing is based upon research that demonstrates that behaviour change is most effectively achieved through initiatives delivered at the community level which focus on removing barriers to an activity while simultaneously enhancing the activities benefits.

Community-based social marketing involves four steps:

- 1) identifying the barriers and benefits to an activity;
- 2) developing a strategy that utilizes tools that have been shown to be effective in changing behaviour;
- 3) piloting the strategy; and
- 4) evaluating the strategy once it has been implemented across a community.¹

¹ Doug McKenzie-Mohr, PhD. Environmental Psychologist www.cbsm.com

City of Guelph Pesticide Education Program

Revised September 1, 2004

Project Summary	Partners	Method & Resources Required	Goal of Project
1. Healthy Lawn Training Training session for local retail staff about appropriate healthy lawn techniques.	<ul style="list-style-type: none"> • Parks Department • Guelph Turfgrass Institute (GTI) • Local retail participants • Guelph Master Gardeners 	Healthy lawn training session. Requires lawn care expertise – Guelph Turfgrass Institute. Will be followed up with an end of season questionnaire to assess the effectiveness of the training.	<ul style="list-style-type: none"> • To educate local retail staff on healthy lawn information and appropriate pesticide use. • Information passed onto the consumer. • To be done annually.
2. Point of Purchase Campaign Have information tear off sheets on alternatives to pesticides, and healthy lawn tips available at retail stores where pesticides are sold.	<ul style="list-style-type: none"> • Parks Department • Local retailers. 	Develop tear off sheets or lawn care fact sheets. Requires resources for printing and developing and cooperation of local retailers has already been sought.	<ul style="list-style-type: none"> • Have information available at point of purchase so consumers can make informed decisions. • Would include GTI Homeowner Hotline # and Guelph Master Gardener's hotline # which provides seasonal lawn care tips.
3. Homeowners Signage and Information Kit Linked to the point of purchase campaign.	<ul style="list-style-type: none"> • Parks Department • Local retailers • Homeowners • University of Guelph - GTI • Wellington-Dufferin-Guelph Health Unit • Community organizations 	Require funds to create kits which would include: pesticide use sign, information on safe use and storage, information on protective clothing, information on alternatives to pesticides and healthy lawn maintenance tips.	<ul style="list-style-type: none"> • Goal of project is to have homeowner informed about the product, and to inform their neighbours about their pesticides use. • Goal is also to promote safe use and handling as well as alternative techniques.
4. Pesticide Exchange Event Compost or natural / organic products given in exchange for open or sealed chemical pesticide product.	<ul style="list-style-type: none"> • Parks Department • Waste Resource Innovation Centre • Local retailers 	Exchange of pesticides for compost should take place at the Waste Resource Innovation Centre. Requires availability of compost and advertisement of event on radio and in newspapers.	<ul style="list-style-type: none"> • Encourage use of organic compost, as well as encourages proper disposal of chemical pesticides.

Project Summary	Partners	Method & Resources Required	Goal of Project
<p>5. Community Champion</p> <p>Seek the participation of a visible and respected community leader and get their public commitment to only use alternatives to pesticides on their property.</p>	<ul style="list-style-type: none"> • Parks Department • Community champion / champions • Local media, Guelph Tribune / Guelph Mercury 	<p>Need to find a community leader willing to participate and have local media follow progress throughout the season. i.e. The Tribune, Rogers cable, the Weather Network.</p>	<ul style="list-style-type: none"> • Goal is public commitment, which provides positive leadership by example.
<p>6. Ask an Expert Weekend</p> <p>Have a natural lawn and garden expert available at a local retail location to answer questions.</p>	<ul style="list-style-type: none"> • Parks Department • Local retail store • Lawn and gardening expert – Master Gardeners are open to participating as long as they are given enough notice. 	<p>Need cooperation of local retail store and donation of prizes for a draw – used to attract participants.</p>	<ul style="list-style-type: none"> • Gets campaign out in the public and at point of purchase and allows residents questions to be answered.
<p>7. Lawn Demonstration Project at the Guelph Turfgrass Institute</p> <p>The GTI has an IPM lawn project for which they do one public demonstration a season.</p>	<ul style="list-style-type: none"> • Guelph Turfgrass Institute • Parks Department 	<p>GTI is willing to partner with Parks Department for the lawn demonstration again this year. Requires good advertisement in order to get more people to attend.</p>	<ul style="list-style-type: none"> • Goal is to demonstrate that one can achieve a healthy lawn without the use of pesticides.
<p>8. Pesticide Free Naturally Lawn Kills</p> <p>Can be used in combination with other community events.</p>	<ul style="list-style-type: none"> • Parks Department • Other community organizations 	<p>Need to purchase Pesticide Free Naturally Kills, includes: "Pesticide Free Naturally" sign, information on alternatives to pesticides and a children's activity pack.</p>	<ul style="list-style-type: none"> • Distribution of alternatives to pesticides information. • Greater use of pesticide-free signs increases the visibility of pesticide-free lawns and gardens.

Project Summary	Partners	Method & Resources Required	Goal of Project
<p>9. School Program</p> <p>Program to educate children about the biodiversity of a lawn and perceptions of what a beautiful lawn is.</p>	<ul style="list-style-type: none"> • Parks Department • Other community organizations • University of Guelph • Public and separate school boards 	<p>Need permission of school boards and assistance of other community organizations to go into schools and do presentations on the different species that live in your lawn, acceptance of 'dandelions' as beautiful etc. Can use HGTV "Bugs: The Secret World of Gardens" video.</p>	<ul style="list-style-type: none"> • Inform children at a young age about the complexity of species that live in a lawn. • Change perceptions and norms about what a "beautiful lawn" is.
<p>10. Natural Lawn and Garden Tours / Alternative Lawns Tour</p> <p>Organize summer natural lawn and garden summer tour.</p>	<ul style="list-style-type: none"> • Parks Department • Local community organizations and Guelph residents such as the Master Gardeners and Guelph Environment Network (GEN) who already hold such a tour. 	<p>Could be facilitated through the Boulevard Club, Guelph Master Gardeners, OPIRG or GEN. Would require advertisement in the media.</p>	<ul style="list-style-type: none"> • Promote natural lawns and gardens. • Provide opportunity for people to get more information about going natural. • Encourages the norm of natural lawns and garden.
<p>11. Fact Sheets</p> <p>Focus is on lawn tips and promoting alternative techniques and practices that do not require use of pesticides.</p>	<ul style="list-style-type: none"> • Parks Department • Guelph Environment Network • Wellington-Dufferin-Guelph Health Unit (WDGHU) 	<p>Sample fact sheets could include:</p> <ul style="list-style-type: none"> "Organic Lawn Care" "Assessing Your Lawn" "Grasses" "Fertilizers" "Grubs: Organic Controls" "Groundcovers" "How to Talk to Others" (have permission to reprint from Organic Landscape Alliance fact sheets) Also seeking WDGHU cooperation in "Safe use, disposal and storage of pesticides". "Alternatives to Lawns" in participation with GEN. 	<ul style="list-style-type: none"> • Have information available for residents. • Can be made available at Neighbourhood groups, recreation centres, libraries, City Web Page and some material reprinted in the newspaper. • Some widespread distribution, but mainly target buffer zones and ecologically sensitive areas of the City.

Project Summary	Partners	Method & Resources Required	Goal of Project
12. Seasonal Information Printed in municipal calendar, Tribune and Guelph Leisure Guide.	<ul style="list-style-type: none"> Parks Department Other City of Guelph departments. Wellington-Dufferin-Guelph Health Unit 	Seasonal Information from federal government Healthy Lawns information, and a Monthly Lawn Maintenance Schedule similar to the one from the City of Ottawa.	<ul style="list-style-type: none"> To provide seasonal reminders of tips and techniques for a healthy lawn.
13. Other Printed Materials Could include decals, bookmarks, brochures etc.	<ul style="list-style-type: none"> Parks Department Other community organizations 	<p>Could be made available at Neighbourhood groups, recreation centres, libraries, and other City locations.</p> <p>Brochures or bookmarks "10 steps to a healthy lawn" or "Safe solutions to common lawn problems".</p> <p>Will have Master Gardeners hotline number printed - permission received.</p>	<ul style="list-style-type: none"> Have material readily available for homeowners.
14. Concept or Logo Develop a logo or concept to make the program easily identifiable. Could involve a high school competition to develop a logo.	<ul style="list-style-type: none"> City of Guelph Pesticide Advisory Committee (to be appointed) Guelph High Schools 	<p>Advisory committee development of concept.</p> <p>High school logo competition.</p>	<ul style="list-style-type: none"> Visible logo brands concept to be easily recognizable. e.g. Toronto's Healthy Lawns; Halifax "Naturally Green"; Go for Green "Gardening for Life"; Woodstock "Healthy Plants, Healthy Environment"; Region of Halton "Naturally Green" Ideas: Guelph Naturally, Healthy Lawns Naturally, Green It Up!, Lawns for Living, Pesticide-Free Naturally

Schedule B

Healthy Landscapes Program – Definitions

Pesticide:

(1) [A pesticide is] any product, device, organism, substance or thing that is manufactured, represented, sold or used as a means for directly or indirectly controlling, preventing, destroying, mitigating, attracting or repelling any pest. Control products include active ingredients used in the manufacture of end-use products and the end-use products themselves. Includes herbicides, insecticides, fungicides, antimicrobial agents, pool chemicals, microbials, material and wood preservatives, animal and insect repellants and insect-and rodent-controlling devices.^{2 3}

Non-essential Use of Pesticides:

"Non-essential use" of pesticides refers to their use in certain situations where application is purely an 'aesthetic pursuit' (Reference citation June, 2001, Supreme Court Ruling: Hudson vs. Spraytech).⁴

² Pest Control Products Act.

³ The word pesticide is more specific [than a pest control product] and includes herbicides (for control of weeds), insecticides (for control of insects), and fungicides (for control of mould or other fungi), as well as algicides, insect and animal repellants, antimicrobial and cleaning products, wood and material preservatives, and insect and rodent traps.

Most pesticides are intentionally toxic to the target organisms. Pesticides are comprised of the "active" ingredients (the part with the pesticidal effect) and other ingredients such as surfactants, adjuvants etc. used to augment the effects of the active ingredient. These, too, can be harmful to human health or the environment. (1999 Report of the Commissioner of the Environment and Sustainable Development, Exhibit 3.4)

Source: Standing Committee on Environment and Sustainable Development. (May 2000) Pesticides. Making the Right Choice: For the Protection of Health and the Environment. Page 18 House of Commons, Canada

⁴ Ontario Public Health Association. OPHA Resolution on the Non-Essential Use of Chemical Pesticides on Public and Private Lands. Code: 2001-02 (RES) page 2.

Schedule B

Healthy Landscapes Program – Definitions

Integrated Pest Management (IPM):

(1) Integrated Pest Management means a decision making process that uses a combination of techniques to suppress pests. In the urban environment this includes the goal of reducing the use of chemical pesticides to the lowest possible level, and that must include but is not limited to the following elements:

- (a) planning and managing ecosystems to prevent organisms from becoming pests;
- (b) identifying potential pest problems;
- (c) monitoring populations of pests and beneficial organisms, pest damage and environmental conditions;
- (d) using injury thresholds in making treatment decisions;
- (e) reducing pest populations to acceptable levels using strategies that may include a combination of biological, physical, cultural, mechanical, behavioural and chemical controls;
- (f) evaluating the effectiveness of treatments.⁵
- (g) chemical controls may be used if all other control methods have been found to be ineffective.⁶

(2) Integrated pest management (IPM) is an approach to pest control that utilizes regular monitoring and record keeping to determine if and when controls are needed, and employs a combination of strategies and tactics to keep pest numbers low enough to prevent unacceptable damage or annoyance. Biological, cultural, physical, mechanical, educational, and chemical methods are used in site-specific combinations to solve the pest problem. Chemical controls are used only when needed. Educational strategies are used to enhance pest prevention, and to build support for the IPM program.⁷

⁵ *British Columbia Pesticide Control Act* (1997).

⁶ Additional point from Healthy Landscapes Committee, June 03, 2004.

⁷ (Draft) *IPM (Integrated Pest Management) – A Guide for Municipalities*. Draft February 26, 2004.

Schedule C

Municipal Education / By-Law Enforcement Figures from Best Practices Review *

Average By-law Implementation ⁸	Average Public Education / Outreach
\$0.50 - \$1.00 per person per year	\$0.13 - \$0.24 per person per year

Table I: Summary Table – Top Nine Communities⁹

Community	Approach	Size	Program Maturity	Budget per capita	Pesticide Reduction Achieved
Canada					
Hudson/ St. Lazare / Notre Dame, QC.	By-law supported by education	5,000-13,000	11 years	\$0.50 to \$1.00	High
Halifax Regional Municipality, NS	By-law supported by education	360,000	3 years	\$0.50	High
Hamilton, ON.	Education/Outreach	680,000	24 months	\$0.13	Low
City of North Vancouver, the District of North Vancouver and the District of West Vancouver, B.C.	Education/Outreach	180,000	8 months	\$0.28	Marginal
USA					
Chesapeake Bay, PN	Education/Outreach	450,000	16 months	\$0.24	Medium (low one year later)
Seattle and King County, WS	Education/Outreach	2.2 million	10 years	\$0.16	Low
North Central Texas	Education/Outreach	5.7 million	3 years	\$0.01	Marginal
Europe					
Frejlev (Aalborg, Denmark)	Community agreement, Education/Outreach	2,000	3 years	\$3.40 but appears to be non-comparable to others	High
Germany/Baden-Wuerttemberg	National and State (Laender) Law	82.688 million	12 years	N/A	N/A

* Source: *The Impact of By-Laws and Public Education Programs on Reducing the Cosmetic / Non-Essential, Residential Use of Pesticides: A Best Practices Review*. Prepared by the Canadian Centre for Pollution Prevention and Cullbridge Marketing and Communications, March 24 2004.

⁸ Page 4.

⁹ Page 8.

Schedule C

Municipal Education / By-Law Enforcement Figures from Best Practices Review *

City	Enforcement and Education	Education/Outreach
Hudson/ St. Lazare/ Notre Dame, QC.	\$5,000 -\$15,000 /year depending on size of the community	
Halifax	\$197,000 operating budget for 2002-2003 (\$0.55 per capita) \$120,000 operating budget for 2000-2001 (\$0.33 per capita)	\$85,000 for education and outreach for 2002-2003
Hamilton		\$90,100 operating budget for 2002

* Source: *The Impact of By-Laws and Public Education Programs on Reducing the Cosmetic / Non-Essential, Residential Use of Pesticides: A Best Practices Review*. Prepared by the Canadian Centre for Pollution Prevention and Cullbridge Marketing and Communications, March 24 2004.

Schedule C

Sample Municipal Education Budgets^{AM}

Municipality	Education Budgets
Town of Caledon	2003 Budget -- \$4,000 (<i>PROPOSED \$20,000 for 2004</i>) 2004 Budget -- \$5,000 ¹⁰
Town of Oakville	2003 Budget -- \$30,000 (ads, community events) 2004 -- \$167,000 (<i>PROPOSED 2004 budget for education campaign including the addition of an Environmental Education Officer</i>) 2004 Budget -- estimated to be around \$30,000 (did not get Environmental Education Officer Position) (costs includes 15, 000 brochures/letters to households etc.) ¹¹
Region of Waterloo (City of Kitchener, City of Cambridge, City of Waterloo, Woolwich Township, Wilmot Township, Wellesley Township, North Dumfries) (50% Region of Waterloo funding, and remaining 50% funded by area municipalities on a per capita basis)	2003 Budget -- \$20,000 (focus group expenses) 2004 Budget -- \$240,000 (Approved: testing of key messages, brochure, poster ad, lawn signs, fridge magnets, bus posters, fact sheets, radio & newspaper ads, automated telephone line, website, spring pesticide return day, issue oriented campaigns, evaluation) ¹² 2005 Budget -- \$112,500
City of London	2004 Budget -- \$25,000 (newspaper ads and radio spots in a four week campaign) ¹³
City of Woodstock	2003 Budget -- \$10,000 ¹⁴ 2004 Budget -- \$3,700 carried over from 2003 + additional \$4,300 approved for 2004 (\$8,000 total) ¹⁵
Town of Markham	2002-2003 -- \$29,000 (completed pamphlet, purchased books for public libraries, portable tabletop display, 10,000 lawn signs created = \$21,000) ¹⁶

^{AM} Data researched and compiled by Anita Mahadeo, 2004.

¹⁰ Glenn Blakely, Manager, By-Law Enforcement & Property Standards, Town of Caledon;
Kasey Livingston, Program Co-ordinator, Caledon Countryside Alliance

¹¹ Narelle Martin, Environmental Adviser, Office of the CAO. Town of Oakville.

¹² Available at www.region.waterloo.on.ca and follow links to public health, environmental health, pesticides and then to Community Services Committee Reports and select September 16th 2003 documents.

¹³ Bill Coxhead, City of London

¹⁴ See www.city.woodstock.on.ca and follow links to IPM program.

¹⁵ Dan Major, Supervisor of Parks and Forestry, City of Woodstock

¹⁶ Karen Boniface, Parks Planner, Town of Markham.

Schedule C

Sample Municipal By-Laws and Enforcement Budgets

Municipality	By-law and Enforcement
Town of Caledon	<p>Property Standards Section of the Planning & Development Department is responsible for the administration and enforcement of the Town By-laws that apply to private property. These include property standards, fill, tree cutting, noise, and others. The main focus of the Property Standards Section is the enforcement of health, safety and environmental issues.</p> <ul style="list-style-type: none"> No additional staffs were hired for enforcement; enforcement of the by-law is on a complaint basis.¹⁷
Town of Oakville	<ul style="list-style-type: none"> Proposed by-law banning non-essential use of pesticides was not passed this year. Opted for continuing education campaign and monitoring of Toronto court challenges. <i>Estimated cost of proposed ban was \$350,000 to \$400,000 annually. Total cost includes processes for registration, notification, and enforcement. Estimated costs for additional enforcement officers, including supervision, technical support and prosecution would be in the range of \$200,00 to \$250,000. Estimated summary of costs ranges between \$400,000 to \$600,000 annually. Total cost does not include costs for any legal challenges that may arise.</i> <i>Alternate consideration is a program with a targeted education program with voluntary compliance, still involving a registry and notification process. Compliance would not require enforcement. Anticipated costs would be \$100,000 to \$120,000. There would be no risk of legal challenges with voluntary compliance.</i>¹⁸
City of Toronto	<ul style="list-style-type: none"> 2004 Budget -- \$450,000 (gross)/\$225,000 (net) additional cost to the Toronto Public Health Operating Budget. Includes 7 new seasonal positions and funds for public education and an outreach campaign.¹⁹

¹⁷ Glenn Blakely, Manager, By-Law Enforcement & Property Standards, Town of Caledon.

¹⁸ Available at www.town.oakville.on.ca, follow Council and Meeting Minutes links to Report, Special Meeting of Council, February 11, 2004 or go to www.town.oakville.on.ca/Residents/res_minutes.htm

¹⁹ City of Toronto Staff Report to Board of Health from Dr. Sheila Basrur, MOH, "Implementation of the Pesticide By-law" February 6, 2004. Available at www.city.toronto.on.ca/health/hphe/pesticides/bylaw.htm and select "Implementation of the Pesticide By-law (February 2004)".

Schedule C

Additional Municipal Education and By-Law Enforcement Figures *

City	Enforcement & Education	Enforcement Only	Education Only
Vancouver	$\$179,120 / 545,671 =$ 32 cents per capita 2004 $\$100,000 / 545,671 =$ 18 cents per capita 2005 (Year 1 – By-law)	$\$85,000 / 545,671 =$ 5 cents per capita 2004 $\$85,000 / 545,671 =$ 15 cents per capita 2005	$\$94,120 / 545,671 =$ 17 cents per capita 2004 $\$15,000 / 545,671 =$ 2 cents per capita 2005
Halifax	$\$120,000 / 359,111 =$ 33 cents per capita 2001 (Year 1 – By-law) $\$197,000 / 359,111 =$ 55 cents per capita 2002 (Year 2 – By-law) $\$195,000 / 359,111 =$ 54 cents per capita 2003 (Year 3 – By-law)	$*\$32,000 / 359,111 =$ 9 cents per capita 2001 <i>* Achieved over 90% compliance in first year, 2001</i>	$\$88,000 / 359,111 =$ 24 cents per capita 2001
Toronto	$*\$450,000 / 2,481,494 =$ 18 cents per capita 2004 (Year 1 – By-law) <i>* Includes \$225,000 Provincial subsidy from MOH</i>		
Ottawa			$*\$400,000 / 774,072 =$ 51 cents per capita 2002 $*\$319,000 / 774,072 =$ 41 cents per capita 2003 <i>* Includes Provincial subsidy from MOH of \$150,000 in 2003 and \$109,000 in 2003.</i>

* Source: Kasey Livingston, Program Coordinator , Caledon Countryside Alliance.

Schedule "D"

Healthy Landscapes By-law Components

A requirement that all lawn-care and landscape companies operating in the city who use chemical pesticides for lawn maintenance purposes become IPM accredited and use IPM techniques, allowing for a three year phase-in.

A requirement that the top soil depth on new residential, commercial, industrial and institutional developments be a minimum of 12 inches.

A restriction of non-essential pesticide use within a 20 m radius of the boundary of any property containing a school, licensed daycare, park, licensed seniors residence, or hospital. IPM practices only must be used within these boundaries.

Schedule "E"

Healthy Landscapes Stakeholder Committee

The representatives were:

Clarence Swanton, Chair of Plant Agriculture, University of Guelph
Oxanna Adams, Guelph Environment Network
Megan Gruner, The Natural Path Gardens
Paul MacIntyre, Outdoor Services
Rob Thompson, Wellington Dufferin Guelph Health Unit
Scott Hutchison, Wellington Dufferin Guelph Health Unit
Susan Watson

Planning, Environment & Transportation

June 9, 2003

Report

Parks Department

Prepared by:

Jay C. Kivell,
Director of Parks

Approved by:

Gus Stahlmann,
Commissioner
Community Services



Subject

Interim Enabling Education Program promoting the reduction of non-essential pesticide use within the City of Guelph

Recommendations

"That the report of the Director of Parks on the Interim Enabling Education Program promoting the reduction of non-essential pesticide use within the City of Guelph be received,

AND THAT an upset limit of \$10,000 be provided to implement the program from the 2003 approved budget"

Background

On May 26, 2003, Council approved a resolution on the use of non-essential pesticides on private property. One clause of the resolution stated "THAT Staff report back to Council in June 2003 on an enabling education program, with costs, for immediate implementation."

In 2003, a number of media will be utilized including: the City website, local radio stations, local print media, the Community Guide, permanent City signs and others. Future potential City resources could include the WET/DRY+ brochures, the Water Facts newsletter, bus advertising, the VCS Events Guide and hydro bills. As well, other potential resources could include mall displays, table displays at the Guelph Farmer's Market, the local cable TV programs plus other resources available in the community.

The interim education program will include but not be limited to the following information on non-essential pesticide use or complimentary information/cultural practices:

Information explaining the May 26th Council resolution

Information explaining the Integrated Pest Management Program (IPM)

Information regarding the Guelph Turf Grass Institution research plots showing different cultural practices

Information on alternatives to grass on boulevards and lawns

Information provided from the following organizations:
Guelph Environment Network including fact sheets and the Boulevard Club, Ontario Public Interest Research Group, Guelph International Resource Centre

Promoting garden tours using non-traditional, organic

Planning, Environment & Transportation

and as a comparison traditional methods of gardening
If pesticides are to be used as a last resort according to
IPM principles, proper use of pesticides i.e. only when
the wind velocity is under 11km, not when plants are in
flower to harm bees, ambient temperature, etc.

This list is not inclusive and as we progress through the
process of engaging the stakeholders, more ideas will
be suggested and the program can include them.

A report regarding the stakeholder group will be before
the Planning, Environment and Transportation
Committee at a later date. It is intended that the
stakeholder group will develop a draft program in time
for preparation of the 2004 budget and subsequently to
come to Committee and Council for approval.

Alternatives

None have been considered.

Implications

A public education program will be developed to
encourage the non-essential use of pesticides, leading
to a better environment and health of our citizens.

Funding

From the 2003 approved budget.

Notice Requirements

None are required for the interim education program

June 9, 2003

Report

Parks Department

Prepared by:

Jay C. Kivell,
Director of Parks

Approved by:

Gus Stahlmann,
Commissioner
Community Services



“WHEREAS environmental protection has emerged as a fundamental value in Canadian society and the common future of every Canadian community depends upon a healthy environment; and

WHEREAS many municipalities, health organizations and health professionals have expressed concern about the risks associated with the use of pesticides; and

WHEREAS the Pesticide Review Committee has recommended that the City of Guelph be proactive in the protection of human health and the environment through the promotion and endorsement of pesticide-free methods of lawn and garden management; and

WHEREAS the Council of the City of Guelph has shown leadership in reducing the use of non-essential pesticides on public property since 1991 and promoting alternatives to pesticide use to residents; and

WHEREAS the Guelph City Council wishes to continue to respond to the concerns expressed by City residents about the health risks associated with the non-essential use of pesticides within the City of Guelph; and

WHEREAS pesticides used in lawn and garden care are known to enter water systems; and

WHEREAS we share our water system with the residents of the Grand River Watershed; and

WHEREAS under section 130 of the Municipal Act, 2001, by-laws may be passed by a municipality to provide for the protection of the health, safety and well-being of residents in the municipality;

AND THEREFORE BE IT RESOLVED THAT Council continues to show leadership in promoting the reduction of non-essential pesticide use within the City of Guelph.

THAT Council take no action, at this time, to implement a City-wide permit system to regulate the use of non-essential pesticides on private property;

That Staff report back to Council in June 2003 on an enabling education program, with costs, for immediate implementation.

That Staff report back to Council with a draft “Healthy Landscapes By-law and/or Program” in 2004 for implementation at that time that includes the following components and/or principles:

- a definition of pesticides and Integrated Pest Management
- a requirement that commercial applicators of chemical pesticides be licensed under the Pesticides Act with the appropriate operator’s license

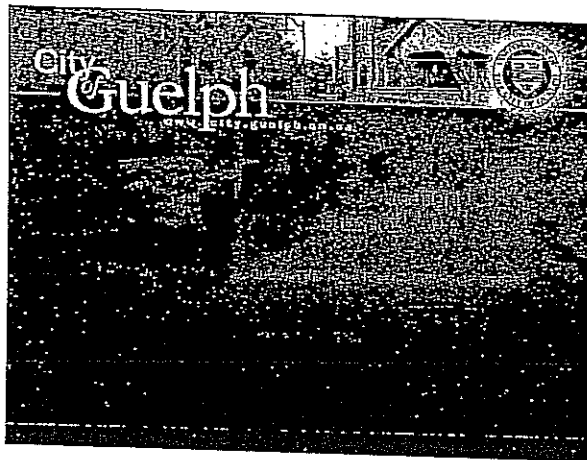
- and exterminator's license and hold current Integrated Pest Management Accreditation to operate in the City of Guelph
- restriction of non-essential pesticide use within a defined buffer zone of:
 - a property registered as being occupied by persons at risk who have provided medical documentation
 - any property containing a school, licensed daycare, playground, park, licensed seniors residence or hospital
 - open natural water, wetlands or wells
- a requirement that the application of non-essential pesticides (outside of buffer zones) is permitted on a spot basis only
- restriction of non-essential pesticide use during certain climate and/or natural conditions (e.g. wind velocity, ambient temperature, air quality advisory days, on trees during their blooming period)
- notice requirements
- and exemptions for health and safety reasons, golf courses, and research institutions.

That staff accept the offer of assistance from the Vice President of Research, University of Guelph, and establish a stakeholder committee including University of Guelph representation, private sector lawn care/landscape specialists, health care representation and citizens to ensure the effective and consultative drafting and implementation of the by-law/program; and

THAT Staff report back to Council in Fall 2004 with a review of the education program, the efficacy of the by-law, public opinion, adherence of commercial applicators to Integrated Pest Management Council of Ontario and the status of pesticide-related by-laws in other Ontario municipalities; and

THAT staff develop a program to monitor surface water (e.g. storm water management ponds, river systems) for pesticides and they report back to Council on the components and costs of this type of program;

THAT the Pesticide Review Committee is thanked for their work and it be acknowledged that they have completed their mandate."



Goals

- The goals are to promote; pesticide free and natural alternatives to manage lawns and gardens, to encourage basic healthy lawn practices, to promote the reduction of pesticide use and to promote safe responsible use and disposal practices of pesticides.

City of Guelph

History

- 1989 – Pesticide Action Group approached Council to eliminate pesticide use
- 1991 – Pesticide Use Committee Report advises on the reduction/use of pesticides
- 1991 – Integrated Pest Management Program adopted
- 1991 – Reduction of use of pesticides begins

City of Guelph

History

- 1999 – Citizens approach Council to eliminate pesticide use
- 2000 – Phase out of cosmetic use of pesticides by December 31, 2005
- 2002 – Pesticide Review Committee reviews use of pesticides
- 2003 – We received HRDC grant for Pesticide Education Coordinator

City of Guelph

History

- 2004 – Pesticide Education Coordinator Develops Interim Education Program
- 2004 – Healthy Landscapes Stakeholder Committee selected with mandate to advise on the Program
- 2004 – Stakeholder Committee advised on Healthy Landscapes Program and By-law
- 2004 – Committee developed 3 recommendations; to be proactive in the protection of human health and the environment, to implement an education program and by-law and Council should continue to promote the reduction of non-essential pesticide use

City of Guelph

Overview of education program

- Best practices were used to develop this program
- Promote pesticide free and natural alternatives to manage lawns and gardens
- Promote signage kits
- Encourage basic healthy lawn practices
- Promote reduction of pesticide use
- Promote safe use and disposal practices
- In 2006, a budget expansion package will be prepared to fund the program

City of Guelph

The By-law

- The Ontario Municipal Act permits regulations of health, safety and well-being of residents
- The By-law would allow for a 3 year phase-in
- Enforcement would have to be funded
- A court challenge is a possibility
- Staff to develop a bylaw to go to Council in 2005

City of
Guelph

Overview of by-law

- All lawn care/landscape companies who use pesticides become IPM accredited and use IPM techniques with a 3 year phase-in
- Topsoil depth on new residential and ICI be a minimum of 12 inches
- Restriction of non-essential pesticide use near certain properties with IPM techniques required
- This is not a total ban on pesticide use; monitoring will occur through a by-law officer which funding will come from 2006 operating budget expansion

City of
Guelph

Implications

- Parks Department would continue the 5 year phase-out with exceptions for sports fields, horticultural areas and medians and boulevards using IPM techniques
- Lawn care companies would become IPM accredited within 3 years and use IPM techniques
- Exclusions include golf courses, lawn bowling club, greenhouses, farmers and research institutions
- All property owners within the 20 metre buffer zones of properties must use IMP techniques

City of
Guelph

Implications

- Homeowners, businesses and institutions would be encouraged to reduce use of pesticides and those close to certain properties would have to use IPM techniques

City of
Guelph

Recommendations

- Receive the report of the Healthy Landscapes Stakeholder Committee (Schedule "AA")
- Thank the Stakeholder Committee for their work
- Receive the report of the Director of Parks
- Implement the Healthy Landscapes Education Program in 2005 (Schedule "A")

City of
Guelph

Recommendations

- Develop a By-law for consideration (Schedule "D")
- Continue the Parks Department Registry
- Create a Pesticide Advisory Group
- Develop Operating Budget expansion package for 2006

City of
Guelph

Date: January 26, 2005

To: Chair and Members of PET Committee
Coun. David Birtwistle, Mayor Kate Quarrie, Coun. Cathy Downer, Coun. Laura Baily,
Coun. Christine Billings

From: Marion Baldwin

RECEIVED
JAN 28 2005

Re: Healthy Landscapes Education Program and Bylaw

INFORMATION SERVICES DEPT.

I understand that on January 31, 2005, the PET Committee will be presented with a current report prepared by Mr. Jay Kivell, Director of Parks, regarding the above-mentioned topic. I was a member of the Pesticide Review Committee formed in September 2002 that presented a report to Council in December 2002. Please accept my comments below on the process that Guelph has conducted to-date, and on the current staff recommendations.

Council Resolution of 26 May 2003

This included the creation of a **Bylaw and/or Program for implementation in 2004** containing the following items, among other things. The bracketed italics indicate what has occurred between this resolution and the current staff recommendations.

- Commercial applicators be IPM accredited to work in the City of Guelph;
- Restriction of cosmetic pesticides within a buffer zone of a property containing a school, daycare, playground, park, licensed seniors' residence or hospital. *[THE INTENT WAS TO HAVE BUFFER ZONES IN WHICH SPRAYING WOULD NOT OCCUR. STAFF HAS RECOMMENDED THAT SPRAYING BE ALLOWED BY ANY PERSON AS LONG AS THEY USE IPM PRACTICES].*
- These same buffer zones would exist around open natural water, wetlands or wells. *[THIS HAS BEEN DROPPED ALTOGETHER]*
- Outside of these "no spray" buffer zones, only spot-spraying would be allowed *[THIS HAS BEEN DROPPED ALTOGETHER]*
- Notice requirements *[THIS HAS BEEN DROPPED ALTOGETHER]*

Another part of the resolution stated that staff develops a program to monitor surface water (e.g. stormwater management ponds, river systems) for pesticides and report to council on components and costs. *[HAS THIS BEEN DONE AT ALL??]*

Stakeholder Committee (Fall 2004)

This committee chose to create a **consensus report**, which required much compromise by members. Their unanimous recommendations do not deserve to be watered down further, as done by staff. Specifically, what has changed from the recommendations by the stakeholder committee to recommendations from staff:

- The stakeholder committee recommended that the bylaw state that within the buffer zone of 20m from

sensitive properties, IPM practices must be implemented, *by IPM-accredited professionals only*. The staff report removes the words in bold italics. The end result: "business as usual" with regard to spraying in buffer zones.

- The stakeholder committee recommended that the bylaw prohibit pesticide application by homeowners or professionals under specified ambient conditions (wind speed, temperature, etc). Staff recommends that this not be part of the bylaw, rather that it be just recommended practice.

Concerns with Current Staff Recommendations

- Phase-in period of 3 years – Obviously the entire 2003 and 2004 summer seasons have come and gone, with no actions taken. Would this 3 year phase-in apply to requirement of 12" topsoil depth? Why not enact in 1 year.
- How to track the efficacy of any measures implemented? Taxpayers deserve transparent accountability for monies spent. How will we determine whether pesticide practices change.
- Telephone survey in 2006. How/what/when/why. Could it not be conducted in 2005.
- Enforcement. How will the city map all sensitive properties plus their 20 m buffer. This will require an extensive database. How will a bylaw requiring IPM practices in these buffers be enforced??
- Chemically-sensitive registry. This should be obsolete since no pesticide application is to occur on public properties.

What is Missing in Current Staff Recommendations

- **Signage** – Who on either side of the debate would disagree with the concept of requiring property owners (as well as lawn care companies) to place a small sign on the lawn indicating what chemical they are applying plus a contact number. This sign could be in place 24 hours before and 48 hours after application. This does not hinder anyone's freedom to use pesticides, but it does go a long way towards informing neighbours, passers-by, or pet owners who may wish to keep pets indoors, etc. This should be part of the Bylaw, and implemented immediately.
- Regular testing of rivers and stormwater management ponds – no mention.

Budget Considerations

An enormous amount of time and money has been spent in consideration of the subject of pesticide management over the past decade. During late 2001 and early 2002, during the public input process led by the Pesticide Review Committee, unprecedented citizen input was proffered. Since then, very little has been accomplished. Meanwhile, other communities, big and small, have quietly gone about ensuring the protection of the health of its' citizens with regard to pesticides.

I respectfully state that to private citizens like myself, it appears that members of council are demonstrating a dire lack of leadership and initiative on this front. There has been no accountability of

monies spent on this issue.

Closing

- Currently, other communities in Ontario and throughout Canada are implementing effective pesticide elimination programs (Toronto, Montreal, Vancouver, Halifax, Waterloo Region in the process). **The combined efforts result in over 12 million Canadians being protected from the non-essential use of pesticides. Why is the health of 115,000 Guelphites less important?** Protection of human health must be top priority.
- We are in fact going backwards, as evidenced by staff's request to allow pesticide applications on public properties on occasion, contrary to the City's long-term goal of being pesticide free on public grounds. Is this current need a result of mismanagement of fields over the last few years.
- It is unacceptable that Council passed a resolution in May 2003 after unprecedented study and public scrutiny and essentially nothing of significance has been accomplished to-date in January 2005. Current recommendations would not come into effect until summer 2008.
- Putting our hopes in IPM accreditation is very risky as currently few companies are accredited, and puts our city's strategy at the mercy of the lawn care industry's self-regulation program, which can be modified at their discretion.

Finally, let me share an anecdote that showcases the absurdity of our current lawn care priorities and enforcement efforts. Two local physicians, Dr. Lori Hasulo and Dr. Peter Spadafora, chose Guelph to practice and to settle as a family. They live on a suburban cul-de-sac with their two young sons, one of whom has particular respiratory sensitivities. Both doctors advocate the elimination of cosmetic pesticides for the protection of health. They are also aware that there is currently no recourse for persons who are involuntarily exposed to pesticides from neighbours. Ironically, this family received two bylaw infraction tickets in the summer of 2004 for grass that was too long.

Clearly we have a problem when we ignore our own doctors' recommendations and allow the pesticide exposure of our most fragile citizens to go unchecked; yet we have the resources for the enforcement of a bylaw based purely on aesthetics (as judged by neighbours). Is this our city's best effort at physician recruitment?

Thank you in advance for your consideration.

Yours truly,

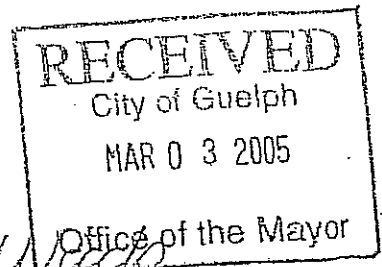
Marion Baldwin

107 Queen St.
Guelph, Ont
N1E 4S2
836.2474

City of Guelph,
59 Garden St.,
Guelph, On.

NIH 3A1

Mar. 2/05



Elaine Woods,
26 Elora St.,
Guelph, On.

NIH 2X8 821-2559

Madame Mayor and Members of Guelph City Council,

I am disappointed there will not be a much stronger pesticide bylaw to protect us.

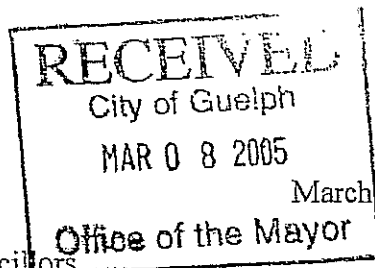
After all of the years, after the countless volunteer hours of research, meetings, committees, panels, debates and presentations, as well as personal out of pocket expenses and our tax payer expense, this is what we get. I don't find this satisfactory.

I ask that council provide basic protection.

- no spraying on days of poor air quality
- no spraying when temperature exceeds 25°C
- no spraying when winds exceed 11 KPH
- increase buffer zones around hospitals, chronic care facilities, schools, and day care and childrens park play ground equipment areas.
- a strong and continuous public education campaign on the hazards of and alternatives to synthetic pesticides and fertilizers
- top soil requirement for new construction with a minimum of 6 inches / 15 cm

Sincerely,

Elaine Woods



To Mayor Quarrie and Guelph City Councillors

I am writing this letter to comment on the pesticide issue that has come before council once again. In my opinion the proposal that is before council doesn't go far enough. While it is definitely a step forward that pesticide-applying companies need to be IPM accredited, the current proposal still gives home owners free reign as far as using pesticides on their property is concerned.

So far three physicians have warned you about the dangers of pesticide exposure to (young) children and pregnant women. Many other citizens have also articulated their concerns in the past. And the Board of Health in Toronto has voiced its strong opposition to cosmetic pesticide use.

Last spring and summer my neighbour to my right had his lawn sprayed with pesticides for the first time in the six years that we've been living in our house. He is an absentee landlord; the house is occupied by students. There have never been any problems with the occupants of the house, but the side and back outside of the house have been neglected in maintenance, as has the garden (no one ever uses it). The back yard is fairly shaded and in at least half of it no grass grows, only weeds and moss.

When I saw the pesticide company truck in front of the house, I went outside and asked the applicator what he was spraying. It was a nice spring day, and a soft breeze was blowing. We only talked for a short while. I asked him about spot-spraying (he was blanket-spraying). He said he couldn't do that yet because the grass was overgrown with weeds. And if the home owner wasn't going to seed the bare areas with grass seed, the weeds would surely grow back and he'd have to blanket-spray again. (The landlord never re-seeded any bare areas.)

When I re-entered my house, the familiar nauseating smell that accompanies pesticide applications was already in my house (my windows were open). Worst of all, I could smell them in the bedroom of my daughter who was sick in bed. Her bedroom is at the back of the house on the second floor, about 20-25 feet away from the property line. I hadn't realized how quickly the wind was moving the pesticide smell around. Needless to say, I quickly closed all the windows to prevent more stinky air from coming in. The smell lingered for a week around our driveway and in an area of my backyard about 15-20 feet from our property line.

The next time my neighbour's property was sprayed on the Friday before the long weekend in August. Having a passion for gardening, I had looked forward to doing some gardening that weekend, but the sickening smell drove me back into my house. I also made sure that my children didn't spend much time in the garden for the next several days.

I think that there is something very wrong with a situation in which my and my children's freedom to enjoy our property is seriously curtailed by allowing people to spray pesticides whenever and wherever they want. If I had received any notice that spraying was scheduled to occur before the long weekend, I might have been able to voice objections and ask that it be postponed.

I see many similarities with the battle that was fought between smokers and non-smokers a number of years ago. Who could have predicted fifteen years ago (when smokers had the right to smoke wherever they wanted) that non-smokers' right to unpolluted air would be recognized and protected? As someone who abhors the use of pesticides because of the toxic effects they have on insects and other creatures that live in and close to the earth and in and near our waterways (humans included), I think that in Guelph we are at the point where non-smokers found themselves fifteen years ago.

Many other cities in Canada are recognizing the dangers of pesticides and have taken steps to limit their use. I strongly encourage you as mayor and councillors of our city to take the courageous steps that are necessary to protect children and vulnerable wildlife from the toxic poisons that are pesticides. The current proposal doesn't nearly go far enough. For the health of our future generations we need a proposal/by-law that has protection from exposure to pesticides as its main goal, with homeowner education about alternatives to pesticides as an important component.

Respectfully Yours,

Monique ten Kortenaar
61 Martin Avenue
Guelph, ON

Tim Allman, Ph.D.

35 Margaret Street,
Guelph, Ontario N1H 6K9
Canada

519-837-0276

tallman@brasscats.ca

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MAR - 3 2005

INFORMATION SERVICES DEPT.

March 2, 2005

Mayor and Councillors:

Because the projector was not operable at the last meeting of City Council, I have printed and included copies of the preliminary results of the public policy survey that was commissioned by the Guelph Environment Network. The data included herein are those relating to pesticide use regulation.

The survey used standard telephone polling techniques to get a random sample of the residents of Guelph. The data are based upon responses of 506 Guelph residents. (Note that this is a much higher sampling rate than is normally used for political opinion surveys for the whole of Canada which will base their results on 1000 to 2000 respondents.) Residents were asked to agree or disagree with statements read to them. They were asked to answer 0 if they strongly disagreed, 5 if they were neutral and 10 if they agreed strongly. They could provide other responses between 0 and 10 to reflect their strength of opinion.

The first graph shows the breakdown of the responses obtained for each statement. In each case the most common response to a statement was 10 indicating general agreement with the statements and that those who agreed tended to agree very strongly.

The second graph groups the responses to each statement as negative (sum of responses in the range 0 to 4), neutral (sum of responses of 5) and positive (sum of responses in the range 6 to 10). It is this graph that is probably the most useful.

We can see that for each statement there is a clear majority that agreed to some degree with each statement. Responses to statement 12 show that almost 88% agreed "that reducing the use of lawn pesticides is good public policy."

Responses to statements 13 and 14 show that just over 70% agree that the use of lawn pesticides should be phased out on both residential and business properties. The responses to statement 15 show that about 54% are willing to accept an increase in taxes to enforce these restrictions.

I hope this information is useful to you. If you have any questions please feel free to contact me.

Tim Allman

Statements Read to Survey Participants

Statement 12

"I believe reducing the use of lawn pesticides is good public policy."

Statement 13

"I believe that the City of Guelph should pass a by-law phasing out the use of lawn pesticides on residential properties, meaning that after the phase-out period, no pesticides could be used on Guelph home lawns."

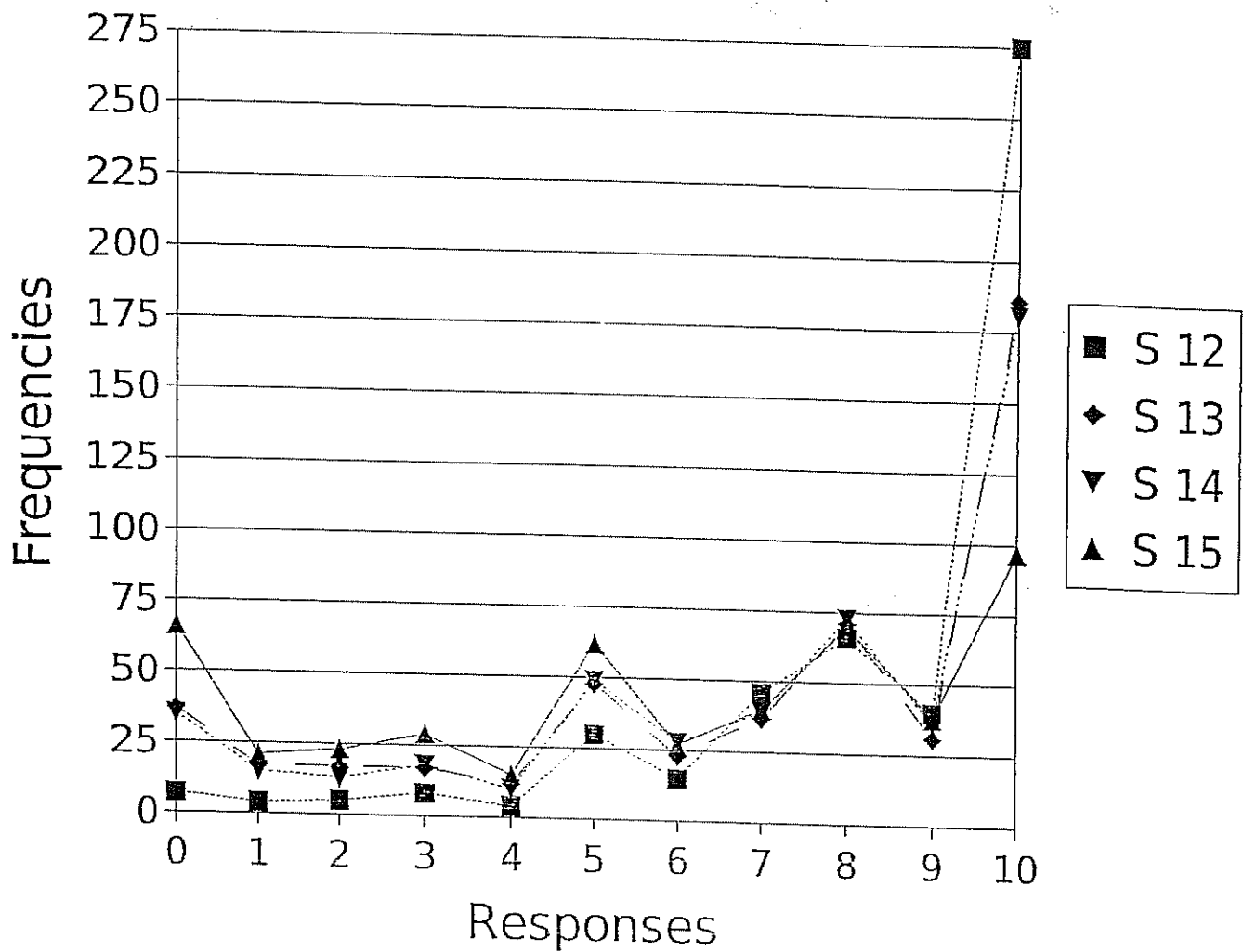
Statement 14

"I believe that the City of Guelph should pass a by-law phasing out the use of lawn pesticides on business properties, meaning that after the phase-out period, no pesticides could be used on Guelph business lawns."

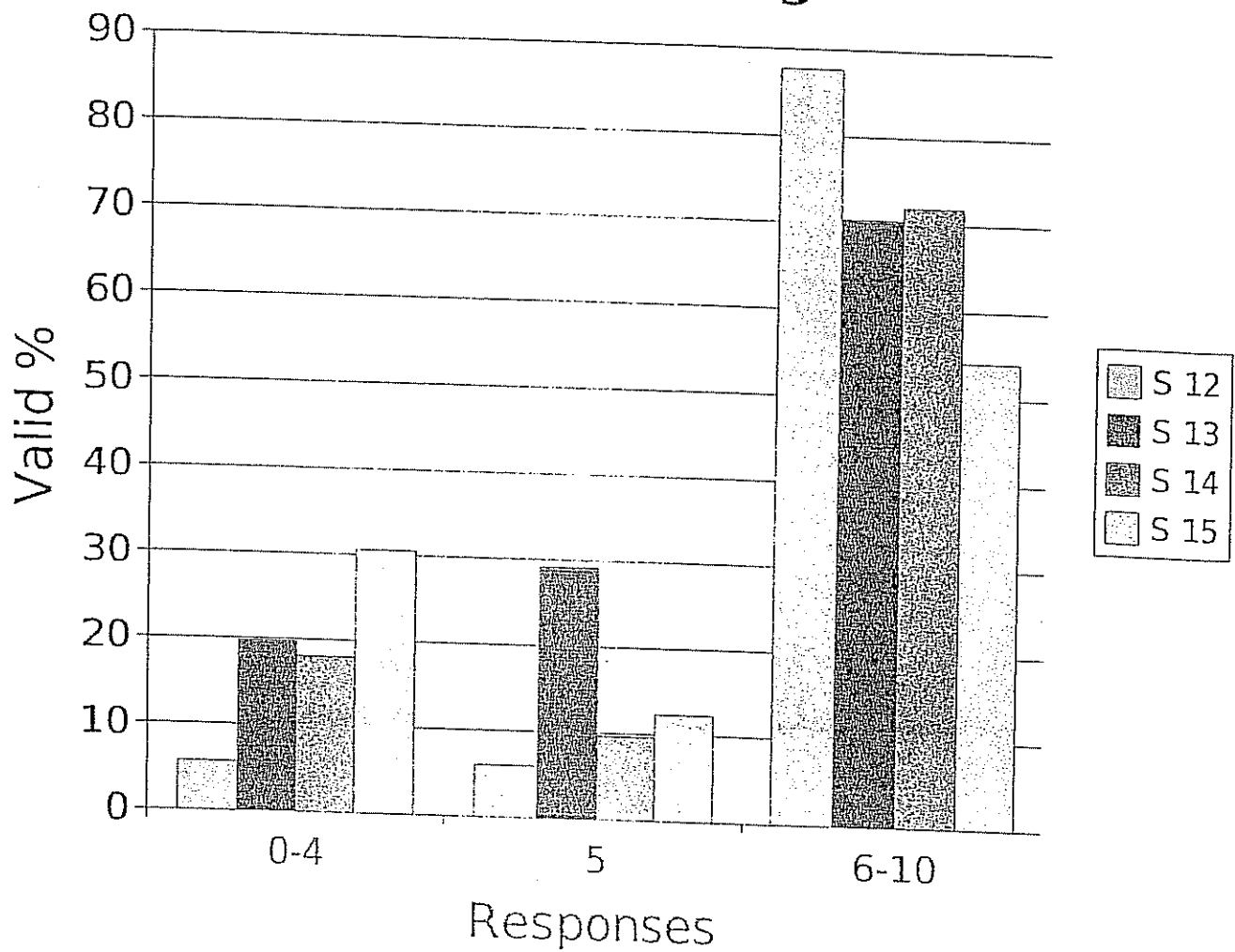
Statement 15

"I would support the implementation of a by-law phasing out the use of lawn pesticides even if it means an increase to my taxes to support the implementation and enforcement of this policy."

Response Frequencies



% Positive - Negative



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MAR - 7 2005

INFORMATION SERVICES DEPT.

March 4, 2005

Mayor Kate Quarrie and Council
City Hall
59 Carden Street
Guelph, Ontario N1H 3A1

Dear Mayor Quarrie and Council

I am writing as a mother and a grandmother to voice my opposition to the cosmetic use of pesticides in the city of Guelph.

A recent study reported in the journal *Occupational and Environmental Medicine* states that breast cancer sufferers are five times more likely to have pesticide residues such as DDT in their bloodstream than healthy women. Given the epidemic of breast cancer in North America, any move to *reduce the load of pesticides in the environment* would be a step forward in controlling this disease.

In years to come, we will look back and wonder why it took so long to ban the casual use of dangerous chemicals merely for ornamental purposes. Over time, I am sure, the residents of this city will learn to champion a pesticide-free environment, just like they have learned to champion recycling. The pesticide issue is not a question of consumer choice - it is a much deeper question of basic environmental sustainability. By banning the cosmetic use of pesticides, the members of city council can show themselves to be leaders in sustainability and provide a inspirational model for other jurisdictions.

Sincerely

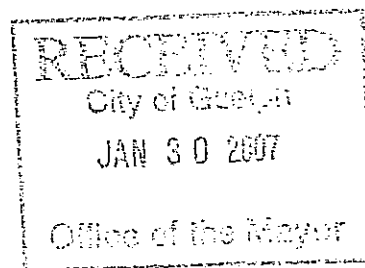


Dr. Jennifer Sumner
11 Suffolk Street West
Guelph, Ontario
N1H 2H9

Appendix B

**Correspondence From Dr. Lori Hasulo – January
30, 2007**

Dr. Lori Hasulo
Student Health Services
J.T. Powell Building
University of Guelph
50 Stone road east
Guelph, ON N1G 2W1



January 30, 2007

Mayor Karen Farbridge
City Hall
59 Carden Street
Guelph, ON, N1H 3A1

Re: Pesticide By-law

Dear Mayor Farbridge:

As you are aware, nearly two years have passed since myself as well as a number of other local family physicians and community members have been urging City Hall to take action on the issue of cosmetic pesticide use in Guelph. We are asking for a by-law that restricts the use of cosmetic pesticides.

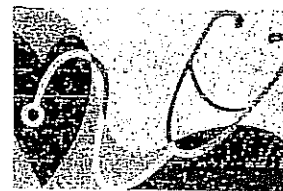
I have enclosed the two letters that several local physicians endorsed and sent to Mayor Kate Quarrie – one from April 3, 2006, and another from September 28, 2006. I was shocked and dismayed that the first letter received no reply, and the second only a brief acknowledgment, and was passed on to the Director of Operations for reply.

We physicians believe that this is an important health issue and would like to see both a strong by-law and good education package regarding pesticide restriction, as soon as possible. We ask that you move this issue forward, via the appropriate committees and ultimately to Council for enactment of a by-law. The health of our citizens depends on it.

Sincerely,

Lori Hasulo, MD, CCFP

LORI A. HASULO MD, CCFP
STUDENT HEALTH SERVICES
J.T. POWELL BUILDING
UNIVERSITY OF GUELPH
GUELPH, ONTARIO
N1G 2W1
PHONE: (519) 824-4120 x52131
FAX: (519) 836-7431



April 3, 2006

Mayor Kate Quarrie
City Hall
59 Carden Street
Guelph, ON, N1H 3A1

Re: Pesticide By-law

Dear Mayor Quarrie:

It has now been more than a year since several physicians and other community members presented at City Council on the issue of cosmetic pesticides. As you will recall, the components of a *Pesticide By-law* approved at the March 7, 2005 City Council meeting were a compromise that would have provided Guelph citizens with some protections from pesticide exposure under certain conditions.

Unfortunately, it has come to our attention that no action has been taken on any of the items which were approved by Council at that meeting, namely:

1. A By-law requirement that all pesticide application on residential, commercial or industrial land be prohibited under certain climatic conditions;
2. That City staff report on the issue of pesticides in surface water by June 2005;
3. That a Pesticide Advisory Group be considered for a two year term;
4. That the Healthy Landscapes Education Program receive funding up to \$60,000 to educate Guelph citizens about reducing pesticide use and exposure.

We are alarmed about the apparent inaction on this important health issue, and disturbed by the failure of the City of Guelph to take any meaningful steps to protect the health of Guelph citizens from cosmetic pesticides and herbicides.

May we remind you of some pertinent facts:

1. The case for the harmful health effects of cosmetic pesticides has been clearly proven in the scientific literature;
2. While twelve million Canadians are protected from exposure to cosmetic pesticides in urban environments (Halifax - 370,000; Province of Quebec - 7.5 million; Toronto - 4.5 million). Guelph citizens are not among them
3. Last year there were 15 smog advisories issued by the Province of Ontario, covering 53 days. While the recommended By-law would have eliminated spraying of pesticides during these smog advisories, Guelph citizens received no such protection;
4. During budget deliberations in December 2005, Council chose to eliminate funding for an education expansion package, so there is currently no properly funded pesticide education plan for the City of Guelph.

With these concerns in mind, we respectfully request that the *Pesticide By-law* be brought forward for final approval by Guelph City Council no later than April 30th in order to take effect during the 2006 gardening season.

We further request that the other approved initiatives be enacted before this coming summer, specifically: a report on the implications of surface water testing, the creation of a Pesticide Advisory Group, and a public education program on pesticides.

We look forward to a prompt response to our concerns.

Sincerely,

Dr. Lori Hasulo MD CCFP

Dr. Dorothy Emslie BSc MD CCFP FCFP

Dr. Glenn Peirson MD CCFP

Dr. Mary Peirson MD CCFP

Dr. Peter Spadafora MD CCFP

Dr. Jey Dason MBBS CCFP

Dr. Brian Doell MD CCFP

Dr. Tony Bier MD CCFP(EM)

Dr. Deb Robinson MD CCFP

Dr. Sid Brodovsky MD CCFP

Dr. Cary Shafir MD CCFP

Dr. Harsh Hundal MD CCFP

Dr. Ian Digby MD CCFP(EM)

Dr. Tom Kotalik MD CCFP

Dr. Steven Beamish MD CCFP(EM) FCFP

Dr. David Cranmer MD CCFP

Dr. Garry Wallace MD CCFP

Dr. Forrest Caldwell MD CCFP(EM)

c.c.: Councillors Rocco Furfaro, Dan Moziar, Dan Schnurr, David Birtwistle, Cathy Downer,
Christine Billings, Laura Baily, Ray Ferraro, Maggie Laidlaw, Gloria Kovach, Lise Burcher and
Peter Hamtak;
Guelph Mercury
Guelph Tribune
CJOY

September 28, 2006

Mayor Kate Quarrie
City Hall
59 Carden Street
Guelph, ON, N1H 3A1

Re: Pesticide By-law

Dear Mayor Quarrie and Members of Council:

It has now been five months since eighteen local physicians wrote a letter urging Guelph City Council to bring forward a by-law to restrict cosmetic pesticide use. It has also been eighteen months since several physicians and community members presented at City Council on the issue of cosmetic pesticides, again asking for a by-law.

We are frustrated that minimal action has been taken by this Council.

We are surprised and disappointed that no formal response to the letter has been issued.

In April 2006 city staff reported that local water has been tested for pesticides. This is only one item of four that City Council approved at its March 7, 2005 meeting. We are still awaiting:

1. A By-law requirement that all pesticide application on residential, commercial or industrial land be prohibited under certain climatic conditions;
2. That a Pesticide Advisory Group be considered for a two year term;
3. That the Healthy Landscapes Education Program receive funding up to \$60,000 to educate Guelph citizens about reducing pesticide use and exposure.

You may recall that the Ontario College of Family Physicians in 2004 published the Pesticides Literature Review, which reviewed 250 different studies. The report concluded that pesticides were strongly linked to several cancers, infertility, and birth defects.

Many Canadian cities, such as Toronto, have by-laws in place which protect their citizens from the risks of exposure to cosmetic pesticides. Guelphites enjoy no such protection.

For the health and safety of its citizens, we feel that City Council should take the opportunity, like other communities, to enact the legislation it agreed to in principle eighteen months ago.

We request that all items approved on March 7, 2005 be enacted before the end of this Council's term.

Sincerely,

Dr. Lori Hasulo

The Guelph physicians listed below have reviewed the text of my letter and have requested that their names be added as signatories:

Dr. Renee Beland

Dr. Stephen Belyea

Dr. Tony Bier

Dr. Sid Brodovsky

Dr. Forrest Caldwell

Dr. Maria Casale

Dr. Edward Chung

Dr. David Cranmer

Dr. Jonathan Davids

Dr. Jey Dason

Dr. Ian Digby

Dr. Brian Doell

Dr. Marcel Dore

Dr. Dorothy Emslie

Dr. Ray Gaiardo

Dr. Malcolm Gibson

Dr. Harsh Hundal

Dr. Tom Kotalik

Dr. Ian MacPhee

Dr. Michael Mayr

Dr. Patricia Mayr

Dr. Amy McPhedran

Dr. Grace Morrison

Dr. Glenn Peirson

Dr. Mary Peirson

Dr. Miriam Potter

Dr. Michael Promnitz

Dr. Deborah Robinson

Dr. Rosebush

Dr. Nicholas Ruddock

Dr. Cary Shafir

Dr. Peter Spadafora

Dr. Garry Wallace

Dr. Mylene Ward

Cc: The Guelph Mercury, The Guelph Tribune, CJOY, CFRU, The Ontarian, The Fountain Pen

Appendix C

Draft Pesticide Bylaw

THE CORPORATION OF THE CITY OF GUELPH

By-Law Number (2007) -****

A By-law respecting pesticide use and to provide healthy landscapes in the City of Guelph

WHEREAS the Council of the Corporation of the City of Guelph wishes to respond to concerns expressed by City residents about health and safety risks and negative environmental effects associated with the use of Pesticides within the City of Guelph;

AND WHEREAS regulating the use of Pesticides will help promote the health, safety and well-being of the residents of the City of Guelph;

AND WHEREAS under section 11 (2), Clause 6 of the of the *Municipal Act, 2001*, by-laws may be passed by a municipality to provide for the protection of the health, safety and well-being of residents in the municipality;

NOW THEREFORE the Council of the Corporation of the City of Guelph enacts as follows:

1. In this by-law:

(1) "Application Area" means any Horticultural Landscape on which a Pesticide is discharged or intended to be discharged;

(2) "City" means the geographical area of the City of Guelph;

- (3) “Commercial Applicator” means any person, firm or corporation who applies or uses Pesticides on behalf of a third party for compensation;
- (4) “Horticultural Landscape” means exterior maintained turf or ornamental plantings;
- (5) “Integrated Pest Management” or “I.P.M.” means a Pest management strategy that uses a combination of methods to manage Pests without solely relying on chemical pesticides;
- (6) “Integrated Pest Management Accreditation” means accreditation in Integrated Pest Management principles by a body approved by the Director, including but not limited to, the Audubon Cooperative Sanctuary, the Integrated Pest Management Plant Health Care Council of Ontario, and the Integrated Pest Management Environmental Health Care Council of Ontario;
- (7) “Person” includes a corporation;
- (8) “Pest” means an animal, a plant or other organism that is injurious, noxious or troublesome, whether directly or indirectly, and an injurious, noxious or troublesome condition or organic function of an animal, a plant or other organism.
- (9) “Pesticide” means a product, an organism or a substance that is a registered control product under the *Pest Control Products Act* (Canada) which is used as a means for directly or indirectly controlling, destroying, attracting or repelling a pest or for mitigating or preventing its injurious, noxious or troublesome effects but does not include:
- (a) A product that uses pheromones to lure pests, sticky media to trap pests or “quick-kill” traps for vertebrate species considered pests such as mice and rats.

- (b) A product that is or contains any of the following active ingredients:
- (i) A soap;
 - (ii) A mineral oil, also called dormant or horticultural oil;
 - (iii) Silicon dioxide, also called diatomaceous-earth;
 - (iv) Bt (*Bacillus thuringiensis*), nematodes and other biological control organisms;
 - (v) Borax, also called boric acid or boracic acid;
 - (vi) Ferric phosphate;
 - (vii) Acetic acid;
 - (viii) Pyrethrum or pyrethrins;
 - (ix) Fatty acids; or
 - (x) Sulphur.

2. No Person shall apply or cause or permit the application of a Pesticide or any substance or thing containing a Pesticide on a Horticultural Landscape on all lands in the City unless the following conditions have been satisfied:

- (1) at the time and place of the application of the Pesticide, the wind velocity does not exceed eleven (11) kilometres per hour, or lower velocity if set out in the Pesticide application instructions, or a horticulturally recognized device is used to curtail the spray drift;
- (2) at the time and place of the application of the Pesticide, the ambient temperature does not exceed twenty-five (25) degrees Celsius or other temperature if set out in the Pesticide application instructions;
- (3) at the time and place of the application of the Pesticide, no tree in the Application Area is in the recognized blooming period for the species of tree;
- (4) at the time and place of the application of the Pesticide, the forecast of precipitation,

as issued by Environment Canada for the City of Guelph, is fifty (50) percent or less, except where the Pesticide application instructions require watering-in;

- (5) no part of the Application Area is closer than ten (10) metres to any open, natural body of water or wetland or greater distance if set out in the Pesticide application instructions; and
- (6) at the time and place of the application of the Pesticide, there is no smog advisory in effect for the Waterloo-Wellington area as issued by the Ontario Ministry of the Environment.

3. In addition to all other provisions of this By-law, every Commercial Applicator who applies or causes or permits the application of a Pesticide or any substance or thing containing a Pesticide in the City,

- (1) shall have Integrated Pest Management Accreditation, and
- (2) shall use I. P. M. techniques.

4. In addition to all other provisions of this By-law, where any part of an Application Area is within a twenty metre radius of the boundary of any property containing a school, licensed day care, park, licensed seniors' residence or a hospital, no Person shall apply or cause or permit the application of a Pesticide or any substance or thing containing a Pesticide in the City unless I.P.M. techniques are used in such part of the Application Area.

5. Sections 2, 3 and 4 of this By-law do not apply when Pesticides are used:

- (1) to control or destroy a health or safety hazard;
- (2) when necessary to comply with an order made under the *Health Protection and*

Promotion Act or any other federal or provincial legislation; or

- (3) when necessary to comply with the *Weed Control Act* or any other federal or provincial legislation.

6. Section 2 of this By-law does not apply when Pesticides are used:

- (1) on a golf course; or
- (2) for the purpose of research by a research centre, university or other institution of learning on the lands of such centre or institution, or on experimental lands obtained for this purpose.
- (3) on hydro transmission line corridors or railway right of way corridors.

7. Any Person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a fine or penalty as provided in the *Provincial Offences Act*.

8. The provisions of this By-law may be enforced by a police officer, or by any other person duly appointed by Guelph City Council for the purpose of enforcing this By-law.

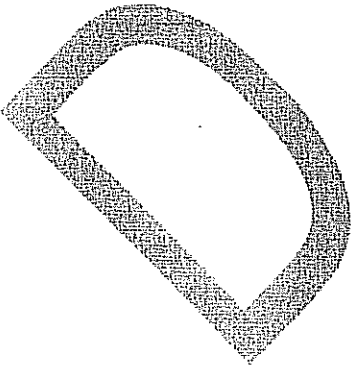
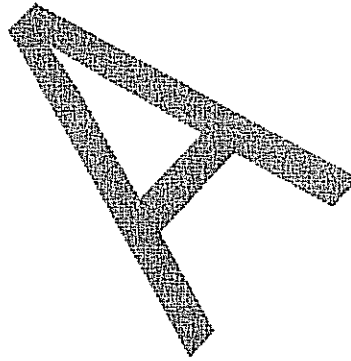
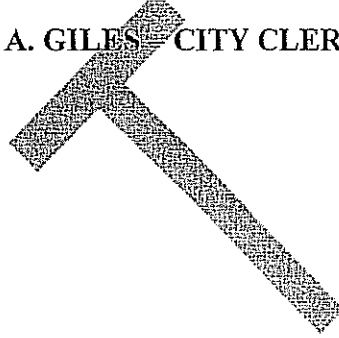
9. If a court of competent jurisdiction declares any section or part of a section of this By-law invalid, the remainder of this By-law shall continue in force.

10. This By-law shall come into force and effect upon passing except for Section 3 which shall come into force and effect three years from the date of passing of this By-law.

PASSED this day of , 2007.

KAREN FARBRIDGE – MAYOR

LOIS A. GILES – CITY CLERK



Dear Mr. Kotseff

I request that you make the committee reviewing the proposed bylaw that I am not in favour of a ban on the use of pesticides.

If the committee and ultimately council decide to pass a bylaw, they need to ensure that the ban includes the use of pesticides on all plants including flowers and vegetables. I use pesticides on my lawn and gardens. I also use herbicides on my lawn and gardens. The committee appears to be viewing the banning of pesticides on turf only. This in fairness is not equal to those of us that want good quality turf. The committee needs to evaluate the importance of the benefits of quality turf in the control of air quality. The elimination of pesticides on turf need to also match the use of pesticides on other plant material, whether floral or vegetable gardens.

Floral plants are more cosmetic than turf and there is an argument that residence do not need to grow vegetables as they are readily available in local stores. This then makes the use of pesticides on vegetable gardens also a cosmetic application.

If the committee is consistent on application, I would be more likely in favour of the controls. If the bylaw does not treat the grass plant equal to other plants, I would not be supportive of the bylaw.

The comments in both local papers on Tuesday, March 6/07 give different views. It is my wish that all applications are consistent. Unfortunately, I do not have confidence in my ward 5 members to share the same views as myself.

Thank you for taking this forward to the committee and if needed council for review. If you wish to contact me, I can be contacted by email or by phone at 519-822- 9381.

Barry Milner

**REPORT OF THE EMERGENCY SERVICES, COMMUNITY SERVICES &
OPERATIONS COMMITTEE**

March 26, 2007

Her Worship the Mayor and
Councillors of the City of Guelph.

Your Emergency Services, Community Services & Operations Committee beg leave to present their SECOND REPORT as recommended at its meeting of March 14, 2007.

- CLAUSE 1 THAT the Guelph Accessibility Advisory Committee's recommendation to amend the Terms of Reference of the Accessibility Advisory Committee effective November 2007 with the changes set out in Schedule "A" (attached), be approved.
- CLAUSE 2. THAT the City of Guelph Accessibility Plan 2007 be approved and submitted to the Province of Ontario.
- CLAUSE 3. THAT the Mayor and Clerk be authorized to execute on behalf of the Corporation of the City of Guelph an amendment to the Approved Staffing Patterns, hours of operation in the Land Ambulance Agreement between the City and Royal City Ambulance Service Ltd.
- CLAUSE 4. THAT an adult school crossing guard be posted at the intersection of Stevenson Street and Balsam Drive to assist children crossing Stevenson Street during school arrival and dismissal times;

AND THAT the Upper Grand District School Board be requested to restrict access to the Edward Johnson Public School parking lot during school arrival and dismissal times;

AND THAT City staff in consultation with the Upper Grand District School Board investigate options for relocating the existing school bus loading zone on Stevenson Street in front of Edward Johnson Public School.

All of which is respectfully submitted.

Councillor Maggie Laidlaw, Chair
Emergency Services, Community Services & Operations
Committee



City of Guelph

CORPORATE SERVICES

Report:

TO: Emergency Services, Community Services and Operations Committee

DATE: 2007/03/14

SUBJECT: AMENDMENTS TO ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE

RECOMMENDATION:

THAT Council approves the Guelph Accessibility Advisory Committee's recommendation to amend the Terms of Reference of the Accessibility Advisory Committee effective November 2007 with the changes set out in Schedule "A" (attached).

SUMMARY:

1. Article 2.0; delete "the AAC" definition and replace with: **"the AAC" refers to The Accessibility Advisory Committee**. *continues to define the terminology and eliminates the mention of the establishment of the committee which is already mentioned in 1.0*

Article 4.0 "The Accessibility Advisory Committee (AAC) shall report to City Council through the appropriate Standing Committee to Council on a no less than annual basis..." *Updates the Standing Committee that the AAC is to report to and adds a minimum report timeline. This statement reflects the direction from City Council resolutions of December 18, 2006 "THAT the Accessibility Advisory Committee report through the appropriate Standing Committee to Council on a no less than annual basis"*

Article 5.0 “b) a maximum of six (6) members who may not have a disability which could include” would replace the first bullet and becomes the title of the remaining bullets. This change reflects City Council resolution of December 18, 2006 “THAT no Councillor appointment be made to the Accessibility Advisory Committee”. Prior to this resolution, the AAC had one member of Municipal Council as a voting member. With the addition of the words “which could include”, Council members still have the latitude to appoint a Council Member as a voting member in the future.

“One member (parent) representing children or youth with disabilities under the age of 19” the addition of the words “or youth” and “under the age of 19” would further define this specific age group and provides the opportunity to have a committee member who will have a specific understanding of the barriers experienced by children or youth with a disability. The AAC believe this to be an under-represented group.

“Quorum will consist of one half of the membership plus one member AND of those present, a majority must be persons with a disability” ensures that people with a disability retain a majority of quorum during all voting opportunities.

“The total length of term for each Guelph AAC member will be up to ten (10) consecutive years beginning with a period of one year for the first appointment”. Reflects Council’s new appointment period of Boards, Committees and Commissions, December 18, 2006. The previous document just mentioned “The length of term ...will be up to three years as per Council’s policy.”

The last bullet of 5.0 to be moved to the section titled Staff Support Group and correct the staff title.

The first paragraph in the section titled Staff Support Group state **“It is recommended that each City Service Area shall appoint a staff person who will represent their department on the Corporate Accessibility Steering Committee. The area representative will work within their service area to identify barriers and recommend solutions. The Administrator of Disability Services will act as the committee chair.”** Reflects the current, and gives further latitude to any future changes to, service areas as the original document listed specific areas. The change to the title of the Disability Resource Coordinator to Administrator of Disability Services is updated.

All references to the **Guelph Accessibility Guidelines (GAG)** to be deleted and replaced with the **“Wellington Accessibility Partnership 2005 Facility Accessibility Design Manual (FADM)”**. Updates the document to be referenced for the built environment; the Guelph Accessibility Guide has been replaced with the Facility Accessibility Design Manual.

BACKGROUND:

Provincially, new legislation in the form of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) received Royal Assent on June 13, 2005 and is now the law, however the provisions of the Ontarians with Disabilities Act, 2001 (ODA) remain in force until the Act is repealed.

Locally, the Terms of Reference were developed in 2001 when the Guelph Accessibility Advisory Committee was established. During this past six years changes to titles and processes deemed the document information to be out of date. The recommended changes will bring the document up to date.

REPORT:

The Accessibility Advisory Committee requests the noted changes to their Terms of Reference.

The Accessibility Advisory Committee approved these recommendations on February 20, 2007.

Motion:

The amendments to the Accessibility Advisory Committee Terms of Reference are approved for recommendation to Council with the following addition under 5.0 Membership:

"Quorum will consist of one half of the membership plus one member AND of those present, a majority must be persons with a disability."

Motion: Janice Pearce-Faubert 2nd: Cory Chisholm

Carried

CORPORATE STRATEGIC PLAN:

The work that the Accessibility Advisory Committee carries out assists the City to enhance community wellness, Goal 4 of the City of Guelph Strategic Plan.

FINANCIAL IMPLICATIONS:

There are no financial implications to these recommended changes.

DEPARTMENTAL CONSULTATION:

The Clerk's office was consulted regarding Council policies and practices regarding appointments to Committees

COMMUNICATIONS:

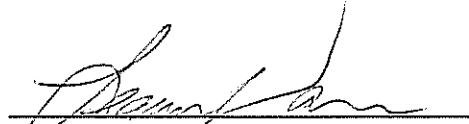
Once approved these recommendations will be incorporated into the remaining Terms of Reference which will be posted on the City of Guelph website in the Accessibility section. This updated document will also be given to current members of the Accessibility Advisory Committee (AAC) and to all new AAC members as part of their committee orientation.

ATTACHMENTS:

Schedule A

Copy of the original Terms of Reference

Copy of the draft Terms of Reference with recommended text underlined.



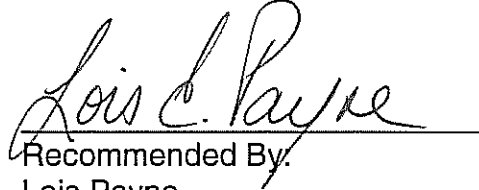
Prepared By:

Leanne Warren

Administrator of Disability Services

519-837-5618 230

leanne.warren@guelph.ca

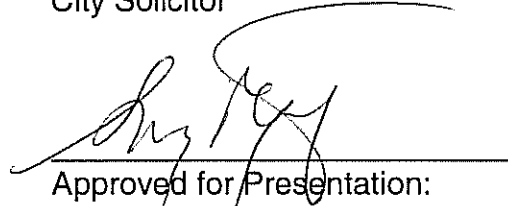


Recommended By.

Lois Payne

Director of Corporate Services/

City Solicitor



Approved for Presentation:

Larry Kotseff

Chief Administrative Officer

Schedule A

1. Article 2.0; delete “the AAC” definition and replace with: ““the AAC” refers to The Accessibility Advisory Committee”.
2. Article 4.0; modify the first sentence as follows: “The Accessibility Advisory Committee (AAC) shall report to City Council through the appropriate Standing Committee to Council on a no less than annual basis.”.
3. Article 5.0; delete article and replace with:
5.0 Membership
Voting Members
A maximum of 15 members consisting of:
 - a) a majority of the members (minimum of seven (7)) shall be persons with disabilities. These Committee members shall be representative of gender, ethnicity and different types of visible and invisible disabilities noted in the "ODA 2001" such as persons with a physical (visual, speech, hearing, deaf, brain injury, use of a wheelchair or assistive device); cognitive (intellectual impairments); perceptual (learning disability) and mental health issues;
 - b) a maximum of six (6) members who may not have a disability which could include:
 - One member of Municipal Council;
 - One member (parent) representing children or youth with disabilities under the age of 19; and
 - Four members at large, interested in issues related to persons with disabilities

Quorum will consist of one half of the membership plus one member AND of those present, a majority must be persons with a disability.

The total length of term for each Guelph AAC member will be up to ten (10) consecutive years beginning with a period of one year for the first appointment.

The Guelph Accessibility Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues. These sub-committees and working groups shall draw upon members from the Guelph Barrier Free Committees as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Accessibility Advisory Committee.

Staff Support Group:

The City of Guelph Administrator of Disability Services will act as a City liaison to the AAC but will not be a voting member.

It is recommended that each City Service Area shall appoint a staff person who will represent their area on the Corporate Accessibility Steering Committee. The area representative will work within their service area to identify barriers and recommend solutions. The Administrator of Disability Services will act as the committee chair..

- 4. All references to “City of Guelph Accessibility Guidelines (GAG) to be deleted and replaced with “Wellington Accessibility Partnership 2005 Facility Accessibility Design Manual (FADM)”.**

Current Terms

Terms of Reference

1.0 Preamble:

The *Ontarians with Disabilities Act, 2001* (ODA) received Royal Assent on December 14, 2001. The purpose of the ODA is to improve opportunities for people with disabilities through identification, removal and prevention of barriers to participation in the life of the province.

The new legislative requirements set out standards that all municipalities must follow to ensure that existing barriers for people with disabilities are removed over time and that no new barriers are created.

Under the ODA, all municipalities must prepare and make public all accessibility plans. Municipalities with populations over 10,000 must appoint an Accessibility Advisory Committee (AAC) to help them prepare the plan.

The contents of this "*Terms of Reference*" may be modified as the Ontarians with Disabilities act is adapted and changes are made.

2.0 Definitions:

Within this Terms of Reference the term:

"the organization" refers to The City of Guelph and may refer to the City's Agencies, Boards and Commissions. It is intended that the Accessibility Advisory Committee shall advise comprehensively upon issues for a barrier-free Guelph which may entail forwarding recommendations to the City's Agencies, Boards and Commissions and/or other outside organizations.

"the ACC" refers to The Accessibility Advisory Committee appointed by Council on Sept 3, 1002 for a period of one year.

"barrier" means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, and architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, a policy or practices ("obstacle");

"disability" means:

- any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes, mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical coordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- a condition of mental impairment;
- a condition of a developmental disability;
- a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- a mental disorder; or,

- an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997; ("handicap").

3.0 Mandate:

In accordance with the Ontarians with Disabilities Act, Chapter 32, Statutes of Ontario, 2002, the ACC shall advise and assist "the organization: in promoting and facilitating a barrier-free Guelph for citizens of all abilities (universal accessibility), including persons with disabilities. This aim shall be achieved through the review of municipal policies, programs and services and the identification, removal and prevention of barriers faced by person with disabilities.

4.0 Duties:

The Accessibility Advisory Committee (AAC) shall report to City Council, through the Community Services Committee. The AAC shall be responsible for the following:

Duties Required by the Ontarians with Disabilities Act (2001)

1. participating in the annual development and/or refinement of "the organization's" Accessibility Plan(s) which are intended to improve the quality of life for all Guelphites, including persons with disabilities;
2. advising "the organization" on the implementation, and effectiveness of the City's annual Accessibility Plan to ensure that it addresses the identification, removal and prevention of barriers to persons with disabilities in "the organization's" by-laws, and all policies, programs, practices and services;
3. selecting and reviewing in a timely manner the site plans and drawings for new developments, described in section 41 of The Planning Act;
4. reviewing and monitoring existing and proposed procurement policies of "the organization" for the purpose of providing advice with respect to the accessibility for persons with disabilities to the goods or services being procured;
5. the committee shall meet each year to review the effectiveness of the plan, and to assist/advise municipal staff on the preparation and presentation of an annual report to Council;
6. reviewing access for persons with a disability to building, structures and premises (or parts thereof) that the City purchases, constructs, significantly renovates, leases or funds for compliance with the City of Guelph Accessibility Guidelines (GAG).

Other Duties

- reviewing "the organization's" policies and standards and advising "the organization" on issues and concerns (barriers) faced by persons with disabilities and the means by which the organizations may work towards the elimination of these barriers;
- reviewing and advising "the organization" on universal transportation issues, their policies and standards, and how to enable barrier-free access for persons with disabilities;
- advising, consulting and reporting findings and recommendations to "the organization" on matters related to the status of persons with disabilities. The AAC shall be informed on matters of policy (municipal, provincial or federal gov't and CSA) affecting persons with disabilities and shall inform "the organization" about the impact of these policies on Guelph;
- annual reviewing and recommending changes to the City of Guelph Accessibility Guidelines (GAG);

- coordinating the immediate and ongoing dissemination of information in various formats to persons with disabilities, etc and to the public at large regarding issues faced by persons with all types of disabilities and regarding the work undertaken by the AAC; and,
- supporting, encouraging and being an ongoing resource to "the organization," individuals, agencies and the business community by education and building community awareness about measures (such as employment accommodations, business accessibility, etc.) for improving the quality of life for persons with disabilities, through the removal of physical barriers, incorporation of universal design standards and education to overcome attitudinal barriers to make Guelph an accessible, livable City for all people.

5.0 Membership

Voting Members

A maximum of 15 members consisting of:

a) a majority of the members (minimum of seven (7)) shall be persons with disabilities. These Committee members shall be representative of gender, ethnicity and different types of visible and invisible disabilities noted in the "ODA 2001" such as persons with a physical (visual, speech, hearing, deaf, brain injury, use of a wheelchair or assistive device); cognitive (intellectual impairments); perceptual (learning disability) and mental health issues;

- a maximum of six (6) members who may not have a disability
- One member of Municipal Council;
- One member (parent) representing children with disabilities; and
- Four members at large, interested in issues related to persons with disabilities
- The City of Guelph Disability Resource Coordinator who will act as a resource to the AAC but will not be a voting member.

The length of term for GAAC committee members will be up to three years as per Council's policy.

The Guelph Accessibility Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues. These sub-committees and working groups shall draw upon members from the Guelph-Wellington Barrier Free Committees as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Accessibility Advisory Committee.

Staff Support Group:

Staff from the following Departments/Divisions are recommended to sit on the Corporate Steering Committee: Community Services Group, Environment and Transportation Group, Purchasing, and Planning. The Disability Resource Coordinator will act as the committee chair.

Staff from other Departments/Divisions will be appointed by the Directors/Commissioners to work with the Corporate Steering committee and staff within their dept/division to identify barriers and recommend solutions. They will include: Legal, Finance, Community Services, Museum, Traffic Services, Human Resources, Library, Building/Zoning Division, Economic Development, and Information Services.

Proposed Terms

Terms of Reference

1.0 Preamble:

The *Ontarians with Disabilities Act, 2001* (ODA) received Royal Assent on December 14, 2001. The purpose of the ODA is to improve opportunities for people with disabilities through identification, removal and prevention of barriers to participation in the life of the province.

The new legislative requirements set out standards that all municipalities must follow to ensure that existing barriers for people with disabilities are removed over time and that no new barriers are created.

Under the ODA, all municipalities must prepare and make public all accessibility plans. Municipalities with populations over 10,000 must appoint an Accessibility Advisory Committee (AAC) to help them prepare the plan.

The contents of this "Terms of Reference" may be modified as the Ontarians with Disabilities act is adapted and changes are made.

2.0 Definitions:

Within this Terms of Reference the term:

"the organization" refers to The City of Guelph and may refer to the City's Agencies, Boards and Commissions. It is intended that the Accessibility Advisory Committee shall advise comprehensively upon issues for a barrier-free Guelph which may entail forwarding recommendations to the City's Agencies, Boards and Commissions and/or other outside organizations.

"the ACC" refers to The Accessibility Advisory Committee appointed by Council on Sept 3, 1992 for a period of one year.

"barrier" means anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, and architectural barrier, an information or communication barrier, an attitudinal barrier, a technological barrier, a policy or practices ("obstacle");

"disability" means:

- any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes, mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical coordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- a condition of mental impairment;
- a condition of a developmental disability;
- a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- a mental disorder; or,

- an injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act, 1997; ("handicap").

3.0 Mandate:

In accordance with the Ontarians with Disabilities Act, Chapter 32, Statutes of Ontario, 2002, the AAC shall advise and assist "the organization: in promoting and facilitating a barrier-free Guelph for citizens of all abilities (universal accessibility), including persons with disabilities. This aim shall be achieved through the review of municipal policies, programs and services and the identification, removal and prevention of barriers faced by person with disabilities.

4.0 Duties:

The Accessibility Advisory Committee (AAC) shall report to City Council through the appropriate Standing Committee to Council on a no less than annual basis. The AAC shall be responsible for the following:

Duties Required by the Ontarians with Disabilities Act (2001)

1. participating in the annual development and/or refinement of "the organization's" Accessibility Plan(s) which are intended to improve the quality of life for all Guelphites, including persons with disabilities;
2. advising "the organization" on the implementation, and effectiveness of the City's annual Accessibility Plan to ensure that it addresses the identification, removal and prevention of barriers to persons with disabilities in "the organization's" by-laws, and all policies, programs, practices and services;
3. selecting and reviewing in a timely manner the site plans and drawings for new developments, described in section 41 of The Planning Act;
4. reviewing and monitoring existing and proposed procurement policies of "the organization" for the purpose of providing advice with respect to the accessibility for persons with disabilities to the goods or services being procured;
5. the committee shall meet each year to review the effectiveness of the plan, and to assist/advise municipal staff on the preparation and presentation of an annual report to Council;
6. reviewing access for persons with a disability to buildings, structures and premises (or parts thereof) that the City purchases, constructs, significantly renovates, leases or funds for compliance with the Wellington Accessibility Partnership 2005 Facility Accessibility Design Manual (FADM).

Other Duties

- reviewing "the organization's" policies and standards and advising "the organization" on issues and concerns (barriers) faced by persons with disabilities and the means by which the organizations may work towards the elimination of these barriers;
- reviewing and advising "the organization" on universal transportation issues, their policies and standards, and how to enable barrier-free access for persons with disabilities;
- advising, consulting and reporting findings and recommendations to "the organization" on matters related to the status of persons with disabilities. The AAC shall be informed on matters of policy (municipal, provincial or federal gov't and CSA) affecting persons with disabilities and shall inform "the organization" about the impact of these policies on Guelph;
- annually reviewing and recommending changes to the Wellington Accessibility Partnership 2005 Facility Accessibility Design Manual (FADM);

- coordinating the immediate and ongoing dissemination of information in various formats to persons with disabilities, etc and to the public at large regarding issues faced by persons with all types of disabilities and regarding the work undertaken by the AAC; and,
- supporting, encouraging and being an ongoing resource to "the organization," individuals, agencies and the business community by education and building community awareness about measures (such as employment accommodations, business accessibility, etc.) for improving the quality of life for persons with disabilities, through the removal of physical barriers, incorporation of universal design standards and education to overcome attitudinal barriers to make Guelph an accessible, livable City for all people.

5.0 Membership

Voting Members

A maximum of 15 members consisting of:

- c) a majority of the members (minimum of seven (7)) shall be persons with disabilities. These Committee members shall be representative of gender, ethnicity and different types of visible and invisible disabilities noted in the "ODA 2001" such as persons with a physical (visual, speech, hearing, deaf, brain injury, use of a wheelchair or assistive device); cognitive (intellectual impairments); perceptual (learning disability) and mental health issues;
- d) a maximum of six (6) members who may not have a disability which could include:
 - One member of Municipal Council;
 - One member (parent) representing children or youth with disabilities under the age of 19; and
 - Four members at large, interested in issues related to persons with disabilities

Quorum will consist of one half of the membership plus one member AND of those present, a majority must be persons with a disability

The total length of term for each Guelph AAC member will be up to ten (10) consecutive years beginning with a period of one year for the first appointment.

The Guelph Accessibility Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues. These sub-committees and working groups shall draw upon members from the Guelph-Wellington Barrier Free Committees as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Accessibility Advisory Committee.

Staff Support Group:

The City of Guelph Administrator of Disability Services, will act as a City liaison to the AAC but will not be a voting member.

It is recommended that each City Service Area shall appoint a staff person who will represent their area on the Corporate Accessibility Steering Committee. The area representative will work within their service area to identify barriers and recommend solutions. The Administrator of Disability Services will act as the committee chair.

Staff from other Departments/Divisions will be appointed by the Directors/Commissioners to work with the Corporate Steering committee and staff within their dept/division to identify barriers and recommend solutions. They will include: Legal, Finance, Community Services, Museum, Traffic

Services, Human Resources, Library, Building/Zoning Division, Economic Development, and Information Services.



City of Guelph

CORPORATE SERVICES

Report:

TO: Emergency Services, Community Services & Operations
Committee

DATE: 2007/03/14

SUBJECT: CITY OF GUELPH ACCESSIBILITY PLAN (ONTARIANS WITH
DISABILITIES ACT 2001)

RECOMMENDATION:

THAT the City of Guelph Accessibility Plan 2007 be approved and submitted to the Province of Ontario.

BACKGROUND:

The Ontarians with Disabilities Act 2001 (ODA) was passed to improve opportunities for people with disabilities through identification, removals and prevention of barriers to participation in the life of the Province. The ODA mandates that provincial government, municipal governments, public transportation providers, schools, colleges, universities and hospitals develop annual accessibility plans and make them public. Accessibility plans are intended to address existing barriers to people with disabilities and to prevent new barriers from being established.

New legislation in the form of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) received Royal Assent on June 13, 2005, but has not yet been proclaimed. The provisions of the Ontarians with Disabilities Act, 2001 (ODA) remain in force until the new Act is proclaimed.

REPORT:

The attached document, "City of Guelph 2007 Accessibility Plan", was developed by the staff ODA Corporate Accessibility Steering Committee (ODA-CASC) with consultation and input from the City's Accessibility Advisory Committee (AAC).

The document provides a listing/status of the barriers identified by the public during the ODA-CASC and AAC's Public Open House during 2006. Members of the ODA – CASC consulted with those in their service area to determine a plan of action for each item. The 2007 Accessibility Plan also fulfills the City of Guelph Transit Services obligations to complete an Accessibility Plan under the ODA.

The ODA-CASC and AAC will be responsible to monitor the progress of the Plan and to obtain public input to subsequent Plans that are to be submitted yearly.

CORPORATE STRATEGIC PLAN:

The elimination of barriers or development of documents identified in the Accessibility Plan will assist the City to enhance community wellness, Goal 4 of the City of Guelph Strategic Plan.

FINANCIAL IMPLICATIONS:

In cooperation with the ODA Corporate Accessibility Steering Committee and the Accessibility Advisory Committee, each service area will determine the costs associated with addressing each barrier under their area of responsibility. In some cases no cost will be required (i.e. Development of Inclusion Policy in Recreation). In other cases funds will be identified in general operating and capital budgets as well as from the City's Accessibility Reserve.

DEPARTMENTAL CONSULTATION:

The ODA Corporate Accessibility Steering Committee includes a wide representation of staff and service areas whose task is to oversee the process of preparing the Accessibility Plan under the direction of the Administrator of Disability Services.

The Committee has also actively consulted with other staff and groups within each Service Area to ensure their expertise and input has been included in developing the Plan.

COMMUNICATIONS:

The 2007 Accessibility Plan will be made available to the public through the following means:

1. A PDF document will be placed on the City's website;
2. Copies of the plan are available to the public from the City's Community Services either by pick-up or through mail.
3. Formats such as CD, Braille, audio and disk are available upon request;

4. Communication of the Plan is provided to the media and the public through our Corporate Communications Division through media releases etc.;
5. All general information relating to the Accessibility Plan is posted on the City's website.

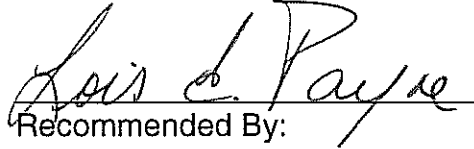
The ODA-CASC will also assist in communicating this Plan with staff in their department.

ATTACHMENTS:

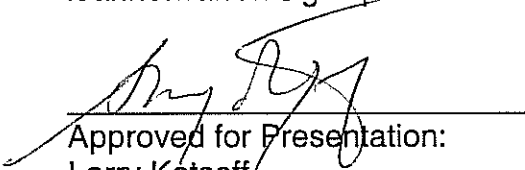
The recommended 2007 City of Guelph Accessibility Plan.



Prepared By:
Leanne Warren
Administrator of Disability Services
519-837-5618
leanne.warren@guelph.ca



Recommended By:
Lois Payne
Director of Corporate Services/
City Solicitor



Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

The Corporation of the City of Guelph



2007

ACCESSIBILITY PLAN

Submitted By

Leanne Warren

Coordinator,

ODA Corporate Accessibility Steering Committee

Accessibility Advisory Committee

**This document is available
in the following
Alternate Formats:**

Braille

Audio

CD

NOTE: This document has been prepared in large print (14pt or larger)

Please contact, accessibility@guelph.ca

(519) 837-5618 ext. 230,

TTY: (519) 826-9771, Web: guelph.ca



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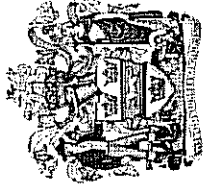
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THE CITY OF
Guelph

Barrier Free Policy Statement

The City of Guelph is an innovative, caring community, and is committed to being responsive to the needs of its citizens. We want Guelph to be a great place to call home for everyone who lives here. To do this, we must recognize the diverse needs of our residents and respond by striving to provide services and facilities that are accessible to all.

Our vision of Guelph is that of a well-designed community that is safe, convenient and comfortable. To this end, the City of Guelph has developed this Barrier Free Policy and associated action statements.

Goals

The City of Guelph as an employer and provider of services is committed to Barrier Free access and thus will:

- 1) Take a leadership role in achieving and setting an example to the business, institutional and volunteer sectors in terms of access and integration, employment equity, communications, recreation, transportation, housing and education.
- 2) Establish a process to identify barriers and gaps in existing services and facilities.
- 3) Continuously improve the level of accessibility of existing municipal services and facilities.
- 4) Actively encourage input from all segments of the community in the design, development and operation of new and renovated municipal services and facilities.
- 5) Provide resources and support to give effect to this policy.

Karen Farbridge, Mayor

Larry Kotseff, City Administrator

This report:

1. Describes the process by which **The City of Guelph** identifies, removes, and prevents barriers to people with disabilities.
2. Reviews the progress **The City of Guelph** has made in removing and preventing barriers that were identified last year in its facilities, policies, programs, practices and services.
3. Lists the facilities, policies, programs, practices and services that **The City of Guelph** will review in the coming year to identify barriers to people with disabilities.
4. Describes the measures **The City of Guelph** will take in the coming year to identify, remove and prevent barriers to people with disabilities.
5. Describes the ways that **The City of Guelph** will make this accessibility plan available to the public.

SECTION 1: EXECUTIVE SUMMARY

People with disabilities represent a significant and growing part of our population. According to Statistics Canada, about 1.5 million Ontarians have disabilities — about 13.5% of the population. It is estimated that 20% of the population will have disabilities in two decades. In the City of Guelph that represents over 20,000 people.

The purpose of the *Ontarians with Disabilities Act, 2001* (ODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. The ODA mandates that all municipalities prepare annual accessibility plans.

This is the fourth year that a plan has been prepared by the ODA Corporate Accessibility Steering Committee (ODA-CASC) of the City of Guelph. The report describes (1) the measures that the City of

Guelph has taken in the past, and (2) the measures that the City will take during 2007, to identify, remove and prevent barriers to people with disabilities who use the facilities and services of the Municipality, including staff, and other members of the community.

This year, the City of Guelph committed itself to the continual improvement of access to facilities, and services for persons with disabilities; the participation of people with disabilities in the development and review of its annual accessibility plan; and the provision of quality services to all members of the community with disabilities.

The ODA Corporate Accessibility Steering Committee and Accessibility Advisory Committee identified several barriers to people with disabilities. The most significant areas that pose barriers are those that affect circulation of persons with disabilities such as curb ramps, parking, transportation services and sidewalks.

Our goal, during the coming year, is to:

- a. Work to complete the priorities identified in this Accessibility Plan
- b. Continue to promote and encourage the removal of barriers to City of Guelph policies, programs, practices and facilities.
- c. Monitor the release of draft or final versions of Provincial Standards under the Accessibility for Ontarians with Disabilities Act 2005.
- d. Respond to the release of the Provincial Standards under the Accessibility for Ontarians with Disabilities Act 2005.

SECTION 2: MUNICIPAL JURISDICTION(S) PARTICIPATING IN THIS PLAN

2.1 Municipality

The Corporation of the City of Guelph.

2.2 Mailing Address

City Hall,
59 Carden Street.
Guelph Ontario, N1H 3A1

2.3 Introduction

The Corporation of the City of Guelph has established a comprehensive and collaborative approach to dealing with barriers to accessibility for its citizens who have disabilities. We have developed the ways and means of working with the various agencies and organizations established to meet the special needs and interests of persons with disabilities and with public volunteers who have disabilities and other community-spirited volunteers. Our accumulated experience and successful initiatives have given the City an enviable reputation in removing barriers experienced by persons with disabilities. The Ontario Ministry of Citizenship has included Guelph as an “example of municipal best practices” in removing accessibility barriers.

While the work is primarily designed for persons with disabilities, many of the accomplishments in improved and enhanced accessibility are of direct benefit to other residents of Guelph, their guests and visitors to Guelph. The Principles of Universal Design are predicated on the benefits to be derived by all.

The implementation of an ever-growing fleet of low-floor buses, for example, makes boarding and disembarking for elderly customers an easier and safer experience, as does the adoption of audible traffic signals. Easier entrance to and exit from Guelph's public buildings are an asset for all.

With the appointment of its first Disability Resource Coordinator in 1995, Guelph began its sustained and constantly enhanced commitment to serve persons with disabilities. Premised on an acceptance of the principles of Universal Design, the City has: promoted and supported the formation of the Guelph – Wellington Barrier Free Committees in 1998; adopted a corporate Barrier Free Policy Statement in 2001; devised and adopted the municipality's own Guelph Accessibility Guidelines in 2001 governing all municipal buildings and facilities; undertook an extensive Accessibility Audit of its 21 owned and leased properties and facilities in 2002; and appointed its Accessibility Advisory Committee, its Staff ODA Corporate Accessibility Steering Committee in 2003, and developed the 2005 Facility Accessibility Design Manual in partnership with the County of Wellington, Homewood Health Centre and the Upper Grand District School Board. The manual, adopted as a standard by the Guelph City Council, applies to all City owned or leased property and replaces the Guelph Accessibility Guidelines for a more extensive approach to accessibility and universal design. Guelph is committed to expanding and enhancing its service to those persons who have disabilities.

2.4 Population

Guelph is a city with a population of some 119,200 residents and is located within the County of Wellington.

2.5 Municipal Highlights

The City of Guelph is known as a "separated city", and does not form part of the County system. It is located approximately 1 hour west of Toronto in what is known as Canada's Technological Triangle. Neighboring cities include: Kitchener, Waterloo, Cambridge, and Hamilton.

The Corporation of the City of Guelph consists of 8 Service Areas and approximately 850+ full time employees. The Service Areas consist of Environment Services, Operations, Finance, Community Services, Emergency Services, Corporate Administration, Corporate Services, Community Design and Development Services. The City also works with a number of Boards including: Police Services, Library, River Run and Museum to deliver a wide-range of services, programs and activities.

2.6 City of Guelph Vision

Guelph is an innovative, caring community, excited about its future...

- Recognized as an appealing, attractive city
- Committed to its environmental stewardship
- Supportive of its progressive diversified economy
- Proud of its downtown... a great place to call home.

2.7 City of Guelph Mission

We are a government that is accessible, affordable, accountable and responsive to its citizens.
Commitments

- To ensure quality growth
- To preserve our natural, cultural & architectural heritage
- To promote community wellness
- To enhance our diversified economic base
- To maintain strong municipal management practices

SECTION 3: ODA WORKING COMMITTEES

3.1 ODA Corporate Accessibility Steering Committee

The City of Guelph recognizes that the ODA utilizes comprehensive definitions for both *disability* and *barrier* and therefore the Municipality's *Plan* will need to reflect these definitions. In order to ensure that all service areas are represented within the *Plan*, City Council approved the formation of an ODA Corporate Accessibility Steering Committee. This committee includes a wide representation of staff and service areas whose task is to oversee the process of preparing the *Accessibility Plan* under the direction of the Administrator of Disability Services,

The Committee has also actively consulted with other staff and groups within each Service Area to ensure their expertise and input has been included in developing the *Plan*.

The ODA Corporate Accessibility Steering Committee's primary role is to:

- Demonstrate leadership in creating and recommending innovative approaches and progressive solutions to make City Services, programs, by-laws, policies and practices more accessible to residents of Guelph and City employees.

The following is a list of the 2007 ODA Corporate Accessibility Steering Committee including which Department/Area they represent:

1. **Leanne Warren**, Administrator of Disability Services/Plan Coordinator, Corporate Services,
leanne.warren@guelph.ca
2. **Susan Smith**, Corporate Services,

3. **Murray McCrae**, Corporate Services
4. **Kristen Quennell**, Community Services
5. **John Tsilogianis**, Finance
6. **Beth Brombal**, Operations
7. **Scott Hannah**, Community Design and Development Services

3.2 Key Contact/Accessibility Plan Coordinator

The key contact for inquiries regarding the Municipality's Accessibility Plan is the Administrator of Disability Services who acts as the staff liaison between the ODA Corporate Accessibility Steering Committee and the Accessibility Advisory Committee (AAC). The role of the Administrator has been to coordinate all meetings, to ensure consistency and continuity in the preparation and implementation of the annual accessibility plan, assign responsibility for its coordination and development, arrange for public consultation and consultation with the AAC.

Leanne Warren , Community Services Department, Administrator of Disability Services/Plan Coordinator, Corporate Property Management, Corporate Services
City Of Guelph, 59 Carden St., Guelph, ON N1H 3A1
(519) 837-5618 ext 230, leanne.warren@guelph.ca, website: guelph.ca

3.3 Accessibility Advisory Committee

The *Ontarians with Disabilities Act, 2001 (ODA)* requires that all Municipality's over 10,000 appoint an Accessibility Advisory Committee. A majority of the members of the committee must include persons with disabilities.

In 2006 City Council appointed the following individuals to the AAC:

Paul Reeve	Citizen (Chair)
France Tolhurst	Citizen (Vice-Chair)
Sharon Van Manen	Citizen
Doug Grove	Citizen
Cory Chisholm	Citizen
Jane McNamee	Citizen
Jennifer Popkey-Bergin	Citizen
Tom Goettler	Citizen
Mary Grad	Citizen
Laurie Lanthier	Citizen
Jolyne Neil	Citizen
Janice Pearce-Faubert	Citizen
Leanne Warren	Committee Liaison

SECTION 4: STATUS OF BARRIERS IDENTIFIED AND INITIATIVES TO REMOVE AND PREVENT THEM

4.1

2007 Accessibility Initiatives

Service Area: Community Services

	Access ibility Plan Ref # (if applica ble)	Barrier/Issue	Procedure To Remove Barrier	Status	Staff Member	Comments
1	04-05 Plan Sec 5.3 # 16	Develop Inclusion Policy to guide provision of Municipal Recreation, Leisure and Cultural Programs	Research other Inclusion Policies in neighboring communities. Develop policy with assistance of stake holders	Underway	J Doherty	
2	05 Plan Sec 5.4 # 4	Program for Persons with Complex Disabilities	Meet with Recreation Staff regarding current service levels Investigate	2007/08	J Doherty L Warren	

				adaptation possibilities. Meet with community agencies to identify gaps and where improvements can be made in programs				
3	03-04 Plan Appendix F – Sec H – 1	Upgrading of stair nosing and treads	Replace linoleum and stair nosing according to FADM	Underway	C Richardson L Warren			
4	03-04 Plan Appendix F – Sec H - 1	Doors to Family/Accessible washrooms not automatic	Automatic door buttons to be installed	Complete	M McCrae	Listed in 2006 Plan under Culture. Automatic Door opener installed at River Run		
5	Transportation Business Plan 2005 Task 1.7.1	Persons with disabilities have difficulty traveling within the city	Increase the number of accessible transit routes	Complete	Transit Services			

6	Transpo rtation Busines s Plan 2005 Task 1.7.2	Persons with disabilities have difficulty traveling within the city	Establish priority for accessible bus stop audit	Audit completed summer 2006	Transit Services	
7	Transpo rtation Busines s Plan 2005 Task 1.7.3	Persons with disabilities have difficulty traveling within the city	Implement the accessible bus stop audit (Includes installation of bus cement pads) to comply with Facility Accessibility Design Manual	On-going project	S Sarafinovs ki	50 stops completed in 06 50 more in 07 to be completed
8	Transpo rtation Busines s Plan 2005 Task 1.7.9	Mobility service may not be meeting the requirements of persons with disabilities	Meet with community to better identify, review and improve Mobility service	On-going project	S Sarafinovs ki	Meetings planned for 2007
9	Transpo rtation Busines	Improve accessible bus service	Ensure that Transit fleet has enough low-	Completed	S Sarafinovs ki	All new buses will be low floor buses

	s Plan 2005 Task 1.7.12		floor buses to provide at least one bus for accessible service on all existing Transit routes				
10	New	Grab bars needed at West End Community Centre	Install a fold down grab bar in washrooms at WECC	2007	L Warren		
11	New	Lack of independence to ride low floor bus as people who use a wheelchair often have difficulty or cannot secure their wheelchair	Investigate and provide possible solutions	Completed	S Sarafinovs ki	95% of operators trained in proper securing of wheelchair	
12	New	Flexibility in Mobility service dispatching – rider changes	Continue to improve flexibility in Mobility bookings and	2007	S Sarafinovs ki	Working on implementing a taxi script program – ½ price coupons	

		and dispatch changes in schedules	lower changes to rider's scheduled rides				
13	New	Miscommunication about ride bookings between Transit and contracted accessible service company has resulted in people not having an expected ride	Increase efficiency in dispatching the two services	2007/2008	S Sarafinovski	Working with Taxi service providers – joint training an option	
14	New	Corridor between Evergreen Seniors Centre and attached residence requires door openers	Install a device that will open door to Evergreen during hours of operation	Underway	L Warren		
15	New	Washrooms in upper part of Riverside Park are	Retro-fit washrooms to Facility Accessibility	Identified in Facility Audit consider for	L Warren		

		inaccessible	Design Manual	retro-fit capital budget 2008		
16	06 Plan section 5.3	Individuals with low vision are not aware when city bus has arrived at their stop	Communication - Drivers to announce verbally each stop	2008	S Sarafinovs ki	

**2007 Accessibility Initiatives
Service Area: Corporate Services and City Solicitor**

	Access ibility Plan Ref # (if applica ble)	Barrier/Issue	Procedure To Remove Barrier	Status	Staff Member	Comments
1	03-04 Plan Appendi x F Section A –	Develop a formal system for public to provide input on barriers and gaps in Municipal policy	City is investigating purchasing a survey/questionna ire tool to be used by staff. Program will have accessible features to ensure access by persons with visual limitations. A survey will be developed using programs and posted on City website	Purchase Complete Training/Imp lementation Ongoing	C Robertson L Warren	
2	03-04	Lack of	Booklet -"Access	Ongoing	L Warren	

	Plan Appendix F Section J – 1	information on accessible City services and some amenities in the community	Guelph” developed that provides information on accessible features to city and some private services			
3	NA	Council Approved Facility Accessibility Design Manual (FADM) requires review and amendments	City to work with Consultant and members of the Wellington County consortium to review Facility Accessibility Design Manual (FADM)	2008	L Warren	
4	03-04 plan Section 5.1	Lack of accessible and inclusive gardens in Guelph for persons with disabilities to enjoy	Guelph Enabling Garden opened Summer of 2005. Focus on Programming	On-going staff, administrative support to continue	L Warren	
5	Transportation	Obstacles are blocking	Enforce by-law to ensure	Completed 2006	J Stokes L Warren	Accessible Standard for by-law developed

	Business Plan 2005 Task 1.7.10	sidewalks	that businesses do not block sidewalks with newspapers, patio cafes etc.			under advisement of Accessibility Advisory Committee and Downtown Board of Management. Resource document: Facility Accessibility Design Manual
6	03-04 Plan Appendix F Section A – 2	Increase awareness of existing corporate TTY phones, ensure staff are trained on its use and communicate to public.	<ul style="list-style-type: none"> - Re-locate Community Services TTY phone to Information Services for Corporate TTY - Purchase TTY phone for City's 24 hr emergency service - promote through website, media and promotional material 	Completed Dec 2005	B Richard L. Giles L. LaCelle M. Mercier	
7	New	Soap dispensers and	Communicate importance of best	2007	L Warren	

		sinks are not always accessible for those who use wheelchairs	location of soap dispensers and sinks in City washrooms			
8	New	Sometimes there are too many signs for automatic door openers in a small area	Communicate importance of sign location and determining which door belongs to which button or reconsider layout of system	2007	L Warren	
9	New	Washrooms at Guelph Lake sports field is inaccessible	Investigate steps to make washroom accessible	2007	L Warren	
10	New	Tables often difficult to sit up to when using a wheelchair	Communicate Facility Accessibility Design Manual dimensions for knee clearance	2007	L Warren	
11	New	Lack of public pay-phones with TTY	Safety concerns – install two TTY pay phones and promote their location.	-Installation on hold until Bell Canada gains approval	L Warren	

			Promote location of two other TTY payphones in the city	from CRTC for new device. -2007 – promote location of TTYs within City.		
12	05 Plan	Persons with chemical sensitivities experience Chemical Sensitivities issues related to environmental sensitivities (including allergies) when using public facilities or buses due to chemicals and products used	Research other communities for policies affecting this issue including “scent-free” policy and use of chemical alternatives and ways to minimize risk to public and employees	2007	L Warren	
13	New	People with	Retro-fit existing	Target 2009	L Warren	

		low vision or blind can have difficulty identifying which floor they are on when using an elevator	elevators in City facilities with voice enunciator			
14	New	People who use mobility devices have difficulty using the sidewalk at the railway crossings on Woolwich St near Speedvale and Woolwich	Research who owner of railway is and submit request for the installation of a rubber guard at the sidewalk intersection	2007	L Warren	
15	02 Facility Accessibility Audit	Guelph Farmers market is not fully accessible to persons with disabilities	Renovate to meet Facility Accessibility Design Manual	2006/2007 Capital Budget	L. Warren	
16	02 Facility	Hastings' Stadium is not	Renovate to meet Facility	Audit Capital	L Warren Parks Dept	

	Accessibility Audit	fully accessible to persons with disabilities	Accessibility Design Manual	budget		
17	02 Facility Accessibility Audit	Riverside park offices are not fully accessible to persons with disabilities	Renovate to meet Facility Accessibility Design Manual	Audit Capital budget	L Warren Parks Dept	

**2007 Accessibility Initiatives
Service Area: Finance and City Treasurer**

	Access ibility Plan Ref # (if applica ble)	Barrier/Issue	Procedure To Remove Barrier	Status	Staff Member	Comments
1	2003 - 04, 2005 Accessi bility Plans	Limited funds identified to go towards Municipal accessibility improvements	The Capital budget of \$200,000 from 2006 to 2011 for accessibility deficiencies identified in the 2002 Facility Accessibility Audit.	Ongoing until 2011	M Humble L Warren	

**2007 Accessibility Initiatives
Service Area: Libraries**

	Access ibility Plan Ref # (if applica ble)	Barrier/Issue	Procedure To Remove Barrier	Status	Staff Member	Comments
1	03-04 Plan Appendi x F Sec G 12 and O5' Plan Sec. 5.3.17	Some General issues around accessibility with services (i.e. assistance with locating materials, shut-in service, technical equipment etc) Accessibility Advisory committee and Library Board to discuss	Sub-committee of Library formed consisting of seniors staff and board member to meet with AAC subcommittee	AAC prepared list of barriers to services at main branch	C McInnis Adult Services L Warren	

		general issues around access to library services					
2	03-04 Plan Appendix F Sec G 9	Washrooms not accessible at main library branch	Add permanent signage Retro-fit according to Facility Accessibility Design Manual	Underway	L Warren	To be completed 2006 – Capital Budget	
3	05 Plan Sec 5.3.18	Washroom at sub-library branches not accessible	Upgrade according to Facility Accessibility Design Manual	2007/08	L Warren	Confirm work done to date – Propose remainder for 2007/08 Capital Budget	
4	03-04 Plan Appendix F Sec G 11 And 05 Plan Sec 5.5.8	Library website not accessible and “user friendly” to persons with disabilities	All public assess catalogues and library website have large print fonts available Text is larger than usual font size for websites. An additional text	Original text enlargement completed 2004. Internet Explorer version 7. Due to be deployed in February, 2007.	L Kearns Library Systems	Internet Explorer version 7 will have more font enlargement capacity and users will be able to adjust it themselves	

				enlargement feature has been added to each website page Systems support investigating a text-only version of the web-site			
5	03-04 Plan Appendix F Sec G 12	Automatic door buttons at main library not working consistently	Inside door buttons tested regularly.	Corrected	C McInnis		
6	03-04 Plan Appendix F Sec G 12	Lack of directional signage to Elevator	Signs posted	Completed	C McInnis		
7	03-04 Plan Appendix F Sec G 12	Lack of directional signs to accessible washroom	On order	Completed	C McInnis		

8	03-04 Plan Appendix x F Sec G 12	Obstruction of automatic door buttons at front door (outside)	Signage under investigation	Complete	C McInnis	
9	03-04 Plan Appendix x F Sec G 12	Lack of mirrors in small elevator to assist persons who use mobility devices with backing out	Mirrors under investigation	Complete	C McInnis	
10	03-04 Plan Appendix x F Sec G 12	Obstruction of elevator doors with book carts	Carts moved away from elevator doors on main and second floors	Complete	C McInnis	
11	03-04 Plan Appendix x F Sec G 12	Buttons in elevator too high	Buttons have been lowered	Complete	C McInnis	

2007 Accessibility Initiatives
Service Area: Development and Parks Planning
Community Design and Development Services

	Access ibility Plan Ref # (if applica ble)	Barrier/Issue	Procedure To Remove Barrier	Status	Staff Member	Comments
1	New	South-End Park needs accessible parking located close to amenities	Install accessible parking closer to the amenities	The permanent solution may not be achieved in 2007.	S Hannah	There may be something that can be done on a temporary basis by operations until a more permanent solution can be designed and constructed
2	03-04 plan appendi x F Section D number 6	Policy for renovations and redevelopment of outdoor spaces stipulating level of compliance	Follow standard in development, renovation and redevelopment of public open spaces	ongoing	S Hannah in consultatio n with Parks Operations	The FADM will be followed in new development. In the design of upgraded parks, where is not possible to achieve full compliance with the FADM, Parks

		with standard				Planning will consult with the AAC
3	03-04 plan appendix F Section G number 4	Lack of standards for public open spaces	Develop standards for public open spaces	Developed Standards for parks in conjunction with FADM – to include tennis courts	S Hannah L Warren Parks Department	
4	New	Access to neighborhood parks not always accessible and cannot be retro-fitted	Develop process so that future neighborhood parks are accessible beginning with the entrance by meeting the Facility Accessibility Design Manual		S Hannah	FADM Standard will be followed.
5	03-04 plan appendix C	Audit of Trails and Parks for barriers	Ensure classification of Trail Master Plan meet FADM		S Hannah	Where new designs are necessary to be undertaken by Parks Planning, to correct a problem, Planning will follow the FADM

[illegible]

**2007 Accessibility Initiatives
Service Area: Operations**

	Access ibility Plan Ref # (if applica ble)	Barrier/Issue	Procedure To Remove Barrier	Status	Staff Member	Comments
1	New	Cement tiles around the trees in St Georges Square can be a hazard for those using a white cane	Replaced with tiles that meet the Facility Accessibility Design Manual (FADM)	Scheduled for_2007	B Thompson	
2	New	Varying sizes of City accessible parking spaces and location of access ramp	Audit municipal parking space to Facility Accessibility Design Manual (FADM) standard develop retro-fit plan	Scheduled for 2007/08	L Warren	Bylaw staff can assist
3	Transpo rtation	Accessible parking permits	Develop policies and procedures to	Complete 2006	D Godfrey Parking &	

	Business Plan 2005 Task 1.7.5	are misused	prevent the misuse of accessibility parking permits		Downtown Operations	
4	Transportation Business Plan 2005 Task 1.7.11	By-law related to persons with disabilities is not current	Update disabled by-law	Scheduled for 2007	D Godfrey Parking & Downtown Operations	
5	Transportation Business Plan 2005 Task 1.8.2	Persons with visual impairments have difficulty using crosswalks	Upgrade signaling systems and devices so that persons with low vision or who are blind are able to use intersections (maximum of 4 intersections annually) Kathleen and Speedvale – Done 2006	On-going -Highway 6 at Woodlawn – tentative scheduled for 2007. -Speedvale and Woolwich – no current schedule – to be investigated	R Barr	

					- Norfolk at Paisley – tentative scheduled for 2009		
6	Transportation Business Plan 2005 Task 1.9.2	Pay and display spitter at Wilson Lot is not easily accessible	Reduce height of pay and display spitter at Wilson Lot	Scheduled for 2007	A O'Connell	Part of the Parking Accessibility Audit recommendations	
7	Transportation Business Plan 2005 Task 1.9.3	Difficult for persons with disabilities to use the pay and display spitter at Wilson Lot	Increase visibility of pay and display screen at Wilson Lot and provide dexterity adaptations	Scheduled for 2007	A O'Connell	Part of the Parking Accessibility Audit recommendations	
8	Transportation Business Plan 2005 Task 1.9.4	Persons who use wheelchairs are unable to access kiosk	Enlarge kiosk at Macdonell Lot	Scheduled for 2007	A O'Connell	Part of the Parking Accessibility Audit recommendations	
9	Transportation	Persons who use	Enlarge kiosk at Wilson	Scheduled for 2007	A O'Connell	Part of the Parking Accessibility Audit	

	Business Plan 2005 Task 1.9.5	wheelchairs are unable to access kiosk	Lot			recommendations
10	Transportation Business Plan 2005 Task 1.9.6	Provide additional exit from Baker Lot to provide greater accessibility	Remove meter space on Park Lane and provide a pedestrian exit from the Baker Lot (alternate exit)	Complete 2006	D Godfrey Parking & Downtown Operations	Part of the Parking Accessibility Audit recommendations
11	Transportation Business Plan 2005 Task 1.9.7	Persons with disabilities have difficulty using elevators	Automate Parkade doors to Old Quebec Street and River Run	Complete 2006	D Godfrey Parking & Downtown Operations	Part of the Parking Accessibility Audit recommendations
12	Transportation Business Plan 2005 Task 1.9.8	Elevator at East Parkade is only operational during specific hours	Change operating hours of East Parkade elevator to 24 hour service	Complete 2006	D Godfrey Parking & Downtown Operations	Part of the Parking Accessibility Audit recommendations
13	Transportation	Pay and	Reduce height of	Complete	D Godfrey	Part of the Parking

	ration Business Plan 2005 Task 1.9.2	display spitter at Macdonell Street Lot is not easily accessible	pay and display spitter at Macdonell Street Lot	2006	Parking & Downtown Operations	Accessibility Audit recommendations
14	03-04 Plan Appendix F Sec D - 9	Not all curb ramps are accessible so that persons who use wheelchairs and other pedestrians with disabilities are provided with easy access to sidewalks, crosswalks, etc. Not all sidewalks and walkways implement accessibility features such as curb cuts,	An additional \$100,000 has been allocated to retrofit and replace curb-ramps. A total of 84 Curb ramps to be retrofitted/installed in 2005.	Completed 2006 18 ramps identified for 2007 as priority 68 ramps identified as "2nd priority"	B Thompson	18 locations identified for 2007 With available funding, 18 locations can be done in 2007, plus start on "2 nd priority" list.

		ramps, grate design, and location and grade elevations						
15	03-04 Plan Appendix F Sec D - 13	Persons who use wheelchairs having difficulty reaching pedestrian crossing buttons on crosswalk poles in winter due to snow accumulation	Staff working on manual snow removal list have been directed to remove snow accumulation close to these poles as compounded by mechanical plowing	Initiated in January 2005 Divisional directive Ongoing	S Mattina			
16	03-04 Plan Appendix F Sec D - 13	Persons who use wheelchairs expressed concerns about lack of snow plowing service to pathway between	Initiated the mechanical plowing of this segment of pathway in conjunction with nearby sidewalk plowing.	Initiated in January 2005 Divisional directive Ongoing	S Mattina			

		Neeve and Wyndham St. as this is a convenient and safe shortcut used by many.					
17	New	Retaining curb is located in an unexpected location on sidewalk	Mark or eliminate unexpected curb edges such as Quebec St and Norfolk	Painting of curb edges Spring of 2007	B Thompson		
18	New	Existing tennis courts not accessible due to entrance path and door through fence	Audit and develop plan including cost estimates, to retro-fit tennis courts in accordance with Facility Accessibility Design Manual (FADM)	2007	I Haras		
19	Parks Dept 03-04 plan appendix F	Ensure barrier-free designs into new construction projects and redevelopment	Incorporate barrier free standard into new construction projects and redevelopment in public open	Standard of FADM will be followed	I Haras, Planning Parks Dept	Standard to include the Facility Accessibility Design Manual	

	Section H number 3	in public open spaces	spaces				
20	New	Pathways around the play area are in need of repair	Repair rubberized surface in play area	2007	I Haras		
21	03-04 plan appendix F Section H number 1	Issues with accessibility to parks buildings and public open spaces	Retrofit parks buildings and public open spaces for accessibility	Ongoing	L Warren – Buildings, M Cameron – Open Spaces	Ongoing to incorporate retrofits into annual budgets. Open Spaces - Develop into 10 year Capital Forecast	
22	03-04 plan appendix F Section H Number 9	Provide information and directional signage to parks buildings and public open spaces	Install information and directional signage to parks buildings and public open spaces	Developed Standards for parks in conjunction with FADM – to include signage	M Cameron L Warren	Incorporate retrofits into annual budgets. Develop into 10 year Capital Forecast	

4.2 Initiatives Requiring Further Research

In this area it is expected that, within a reasonable amount of time, the research will be developed into a project plan.

Employment has been identified as an area of further research. The City of Guelph Human Resources Department and Disability Services will work together during 2007 to review trends, best practices and the Accessibility for Ontarians with Disabilities Act Employment Standards (release date not known at this time).

4.3 Review Process

The priorities identified each year will be reviewed on a regular basis by both the Accessibility Advisory Committee and ODA-CASC. Updates will be given at each meeting by the Accessibility Plan Coordinator. The Accessibility Advisory Committee meets six (6) times per year with the main objective to be to review progress and discuss actions taken.

As in previous years, Management staff, through their ODA-CASC representative, will be required to submit progress reports on their service area's initiatives yearly which will be included in each year's Accessibility Plan.

The ODA-Corporate Accessibility Steering Committee members will meet 1-2 times per year with the Accessibility Advisory Committee to discuss priorities and their progress.

Members of the ODA-Corporate Accessibility Steering Committee will ensure discussion of the Accessibility Plan and Priorities are discussed at upper management staff meetings.

4.4 Communication

The 2007 Accessibility Plan was prepared by the ODA-Corporate Accessibility Steering Committee in consultation with the Accessibility Advisory Committee and input from the community through the measures described in section 3.2 *Key Contact/Accessibility Plan Coordinator*. The consultative process also involved staff and management throughout the Corporation. Approval of the Plan was received by the Emergency Services, Community Services, Operations Standing Committee and Guelph City Council.

Upon approval, the 2007 Accessibility Plan will be made available to the public through the following means:

1. A PDF document will be placed on the City's website;
2. Copies of the plan are available to the public from the Corporations Community Services either by pick-up or through mail.
3. Formats such as CD, Braille, audio and disk are available upon request;
4. Communication of the Plan is provided to the media and the public through our Corporate Communications Division through media releases etc.;
5. All general information relating to the Municipal *Plan* is posted on the City's website.

SECTION 5: CONCLUSION

The ODA has legislated municipalities across Ontario to improve access for persons with disabilities. As providers of municipal services, the City of Guelph plays a crucial role in ensuring that persons with disabilities have access to all the public services, programs and opportunities that it provides to the community.

The City of Guelph's commitment to addressing barriers and ensuring accessibility for its residents who have disabilities is conducted in partnership with those in need, the organizations that serve them, and citizen volunteers who care and are concerned.

This commitment to be progressive and develop innovative solutions to accessibility issues began well before the passing of the *ODA* in 2001 and is evident in the previous section of this report which details the broad base of progress and accomplishments achieved to date.

Guelph's sustained commitment towards minimizing barriers and improving accessibility has been recognized by the Ministry of Citizenship as an example of "municipal best practices" within the Province of Ontario.

Guelph City Council and city employees will continue to develop and support initiatives that move our community closer to full inclusion.



City of Guelph

Report:

TO: Emergency Services, Community Services and Operations
Committee

DATE: March 14, 2007

SUBJECT: AMENDMENT TO LAND AMBULANCE SERVICE AGREEMENT

RECOMMENDATION:

THAT the Mayor and Clerk be authorized to execute on behalf of the Corporation of the City of Guelph an amendment to the Approved Staffing Patterns, hours of operation in the Land Ambulance Agreement between the City and Royal City Ambulance Service Ltd.

BACKGROUND:

The City of Guelph is responsible for the delivery of land ambulance services in the County of Wellington and the City of Guelph. The provision of service is presently contracted to Royal City Ambulance Service Ltd. until the end of 2008.

In July of 2006, the City and Royal City Ambulance entered into a new agreement for service. Included in this agreement is Appendix "A" that outlines the staffing patterns for each ambulance base and the unit(s) stationed within them.

It has been identified by staff that an 8am to 4pm ambulance which is stationed in Guelph is incurring a substantial amount of overtime costs due to required coverage during peak call times which occur between 4pm and 7pm. This report has been prepared to recommend a change to the staffing patterns appendix.

REPORT:

The recommended change in hours of operation is two fold, the first is to re-allocate an eight hour unit into a slot that will more effectively cover the peak call times; the second is to reduce the amount of overtime incurred by this unit in its present time slot.

The adjustment does not change the overall hours of operation or location of the ambulances. It only affects one unit that would switch from an 8am - 4pm shift over to an 11am - 7pm shift. Once implemented, this change would be monitored to ensure its effectiveness.

CORPORATE STRATEGIC PLAN:

1. To manage growth in a balanced, sustainable manner
6. To have exemplary management practices

FINANCIAL IMPLICATIONS:

Any costs associated with this change would be covered under the current funding agreement. No extra costs would be incurred by the City or County.

DEPARTMENTAL CONSULTATION:

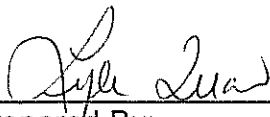
Legal Department, Royal City Ambulance Service Ltd

COMMUNICATIONS:

n/a

ATTACHMENTS:

Amendment to the Agreement.



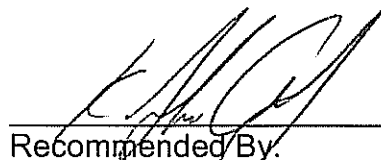
Prepared By:

Lyle Quan

Deputy Fire Chief – Administration

(519) 824-6590

lyle.quan@guelph.ca



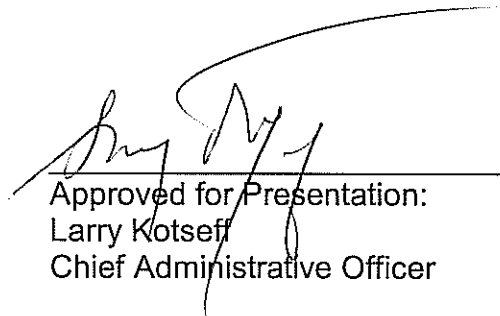
Recommended By:

Shawn Armstrong

Director of Emergency Services

(519) 824-6590

shawn.armstrong@guelph.ca



Approved for Presentation:

Larry Kotseff

Chief Administrative Officer

AMENDING AGREEMENT

This Amending Agreement dated March 1, 2007.

BETWEEN:

THE CORPORATION OF THE CITY OF GUELPH
(hereinafter referred to as "the City")

OF THE FIRST PART

- and -

ROYAL CITY AMBULANCE SERVICE LTD.
(hereinafter referred to as "the Operator")

OF THE SECOND PART

WHEREAS the City and the Operator ("the parties") have entered into a Land Ambulance Service Performance Agreement dated July 17, 2006 ("the Agreement");

AND WHEREAS the parties wish to amend certain hours set out in the staffing pattern in Appendix A of the Agreement, relating to the staffing pattern in Guelph;

NOW THEREFORE the parties agree as follows:

- 1.1 Appendix A of the Agreement is hereby replaced with the new Appendix A attached hereto as Schedule 1.
- 1.2 All other provisions of the Agreement remain unchanged.
- 1.3 This Amending Agreement shall be effective as of March 1, 2007.

IN WITNESS WHEREOF the parties have executed this Amending Agreement by their duly authorized signing officers.

The Corporation of the City of Guelph:

KAREN FARBRIDGE, MAYOR

Date:

LOIS A. GILES, CITY CLERK

Date:

Royal City Ambulance Service Ltd.:

Name:
Position:

Date:

I have authority to bind the Corporation.

SCHEDULE 1

Appendix A

GUELPH-WELLINGTON APPROVED STAFFING PATTERN

Day	Start	Finish	Days	#of Vehicles	Weekly Hours	Annual Hours
Guelph						
Mon-Fri	1100 Hrs	1900Hrs	5	1	80	4171
Mon-Sun	0600 Hrs	0600 Hrs	7	1	336	17520
	0700 Hrs	0700 Hrs	7	1	336	17520
	0800 Hrs	0800 Hrs	7	1	336	17520
Fergus						
Mon-Sun	0700 Hrs	0700 Hrs	7	1	336	17520
Arthur						
Mon-Sun	0700 Hrs	0700 Hrs	7	1	336	17520
Mount Forest						
Mon-Sun	0800 Hrs	0800 Hrs	7	1	336	17520
Harriston						
Mon-Sun	0800 Hrs	0800 Hrs	7	1	336	17520
Mon-Fri (*Drayton)	0800 Hrs	1600 Hrs	5	1	80	4171
Total Staffed Hours						130982

*Drayton is staffed part-time, Mon-Fri, 0800-1600 Hrs by moving one of the Harriston Units to the Drayton Fire Station.



City of Guelph

OPERATIONS

Report:

TO: Emergency Services, Community Services and Operations
Services Committee

DATE: 2007/03/14

SUBJECT: Stevenson Street at Balsam Drive – Traffic Investigation

RECOMMENDATION:

"THAT an adult school crossing guard be posted at the intersection of Stevenson Street and Balsam Drive to assist children crossing Stevenson Street during school arrival and dismissal times;

AND THAT the Upper Grand District School Board be requested to restrict access to the Edward Johnson Public School parking lot during school arrival and dismissal times;

AND THAT City staff in consultation with the Upper Grand District School Board investigate options for relocating the existing school bus loading zone on Stevenson Street in front of Edward Johnson Public School."

BACKGROUND:

Stevenson Street between Speedvale Avenue and Eramosa Road is a 4-lane roadway with predominantly residential frontage. However, it does include an elementary public school on its east side, just south of Speedvale Avenue. Stevenson Street is classified as an arterial roadway with a speed limit of 50 km/h and carries an annual daily traffic volume of 12,000 vehicles per day. For a diagram of the area, please refer to Appendix A.

On December 15th, 2006, a motor vehicle collision occurred at the intersection of Stevenson Street and Balsam Drive involving two pedestrians. Initial information from the Guelph Police Service suggested that the motorist involved in the collision was unable to see the southbound traffic signal displays because of the physical environment i.e. wet surface, position of the sun. Operations staff quickly conducted a re-enactment of the physical conditions present at the time of the collision to assess the situation. In the re-enactment, the position and glare of the sun did make the primary (right-hand side) signal head's indication difficult to see, the secondary signal head (left-hand side) remained visible providing approaching southbound vehicles adequate time to recognize and stop for the red light. A wet surface exacerbated the situation. While certainly not desirable, it is noted that the concern with the low morning sun and its position behind the primary signal head is a seasonal problem that lasts for a short period each year and is not uncommon on streets with similar orientation to Stevenson Street.

Upon completion of the re-enactment, staff committed to posting a Crossing Guard at the crossing as an interim measure while further investigation and assessment of the crossing occurred.

REPORT:

Staff undertook a number of studies during the months of January and February 2007 during school arrival and dismissal times between the hours of 8:00 a.m. to 9:00 a.m. and 3:00 p.m. to 4:00 p.m. when school activity is prevalent on Stevenson Street. The following summarize staff's findings:

Pedestrian Crossing Volumes:

There is an existing Intersection Pedestrian Signal (IPS) located at Balsam Drive and Stevenson Street in front of Edward Johnson Public School. Studies confirm that there are a significant number of pedestrians crossing Stevenson Street at this location. A total of 144 pedestrians (81 school aged children) crossed in the morning and 153 pedestrians (70 school aged children) crossed in the afternoon. These high volumes are attributable to the fact that many parents park on neighbouring residential streets (Balsam Drive and Pine Drive) and walk their children across Stevenson Street to / from Edward Johnson Public School.

During staff's observation, conflicts involving motorists and pedestrians were observed at the intersection. One conflict involved an eastbound left-turn vehicle on Balsam Drive turning while pedestrians were crossing the north crosswalk and two incidents were observed involving northbound vehicles on Stevenson Street turning left onto Balsam Drive during the red signal indication. Staff also observed vehicles parking illegally within the "No Stopping" zone on Balsam Drive at Stevenson Street.

Vehicular Turning Movement Count:

In February 2007, peak hour turning movement counts (to measure the volume and movement of vehicles and pedestrians) were conducted at the intersection of Stevenson Street and Balsam Drive during the morning and afternoon periods.

During the morning peak hour, there were a total of 638 vehicles entering the intersection from all directions and 867 vehicles entering during the afternoon period. Staff recorded a relatively low number of vehicles exiting Balsam Drive, 19 vehicles during the morning and 20 vehicles during the afternoon. Observations also found a low volume of northbound left turn movements, 15 vehicles during the morning and 20 vehicles during the afternoon, averaging one vehicle every three minutes. The majority of traffic (94%) travelling through the intersection were northbound and southbound through movements.

School Bus Loading Zone:

There is a designated school bus loading zone on the east side of Stevenson Street in front of Edward Johnson Public School, just north of Balsam Drive. This school bus loading zone is heavily utilized during both the morning and afternoon time periods, and school officials confirm there are 10 school buses in total which serve Edward Johnson Public School. These school buses occupy the northbound curb lane which reduces the roadway from two lanes to one lane northbound. This in turn results in northbound motorists making lane changes while approaching the school crosswalk in order to avoid buses parked in the northbound curb lane. Staff also observed vehicles parking illegally within the school bus loading zone to drop off / pick up children from school.

School Parking Lot:

The school's parking lot is located on the south side of the school property, just south of Balsam Drive. Studies revealed that during the morning period there were a total of 94 vehicles (73 vehicles inbound and 21 vehicles outbound) using the parking lot; and a total of 89 vehicles (35 vehicles inbound and 54 vehicles outbound) observed using the lot during the afternoon.

In relation to this activity, a minor motor vehicle collision was observed during the morning period at the school driveway. This occurred when a northbound vehicle that had stopped on Stevenson Street to yield to a vehicle exiting the school parking lot was rear-ended by a another northbound vehicle. Staff also observed two incidents of vehicles blocking the sidewalk while waiting to exit out of the driveway.

Collision Experience:

A total of four reportable collisions occurred at the intersection of Stevenson Street and Balsam Drive during the past five years. There were three rear-end collisions involving property damage only (two southbound and one northbound).

A fourth collision, the one occurring on December 15th, 2006, involved two pedestrians, an adult and 6-year old child, resulting in minor injuries. The pedestrians were lawfully walking within the signalized crosswalk when they were struck by a southbound driver who failed to stop for the red signal indication.

The statistics for the last five years indicates the collision frequency at this location is low.

Conclusion:

As illustrated by staffs' observations, there is a significant amount of traffic and school related activity occurring during school arrival and dismissal times which compete for drivers' attention.

In an effort to improve pedestrian safety, staff recommends:

1. Posting on a permanent basis an adult crossing guard at the intersection of Stevenson Street and Balsam Drive to assist pedestrians crossing Stevenson Street during school arrival and dismissal times.

The recent collision involving pedestrians, the conflicts observed and the visibility issue created by the seasonal position of the sun justify placement of a crossing guard to better manage the entry of school children into the crosswalk.

Consultation with the school confirms that there are a very low number of children who leave the school grounds for lunch and therefore supervised crossing assistance is not required during this period. Further, the issues identified (sun position, buses, parking lot activity) are not present during this time of the day.

Staff are able to identify approximately \$5,000 from approved 2007 Operating Budget to post a crossing guard for the current year but request pre-approval of this expansion to the 2008 Budget at this time.

2. Restricting access to the school parking lot to school faculty and school taxis only, during school arrival and dismissal times.

Parents should be encouraged to park on neighbouring streets (e.g. Balsam Drive and Pine Drive) and walk their children to school. Similar measures have been implemented successfully at a number of schools within the City such as Paisley Road Public School and Westwood Road Public School. School officials confirmed that notice will be sent to the students' parents notifying them that the parking lot will be closed to their use and to find alternative parking locations within the next few weeks in order to improve safety in front of the school.

3. In consultation with the Upper Grand School Board, explore the feasibility of relocating the school bus loading area from in front of Edward Johnson Public School.

Relocating the existing school bus loading zone from Stevenson Street will serve to eliminate the need for lane changing in the vicinity of the school crosswalk simplifying the movement of traffic in front of the school.

CORPORATE STRATEGIC PLAN:

To enhance community wellness by supporting the development of vibrant and safe neighbourhoods while ensuring the accessibility and safety of facilities, services and programs in Guelph.

FINANCIAL IMPLICATIONS:

Staff will be able to identify approximately \$5,000 from the approved 2007 Operating Budget to post a crossing guard for the current year.

2008 Operating Budget - \$7,500 will be required to maintain a school crossing guard.

DEPARTMENTAL CONSULTATION:

N/A

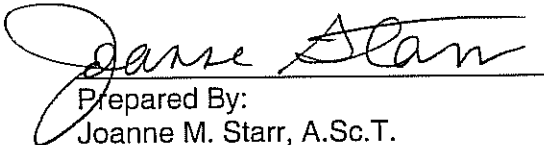
COMMUNICATIONS:

These recommendations were discussed with the Mr. Gord Heasley, Principal of Edward Johnson Public School along with Mr. Greg Seguin, Manager of Transportation of the Upper Grand District School Board, and were endorsed.

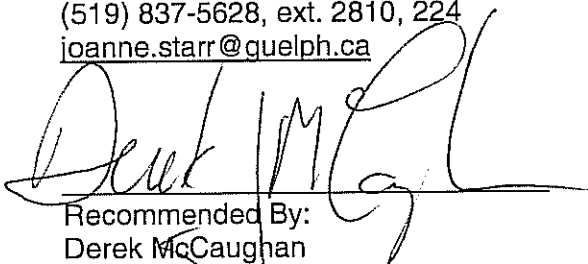
School officials are aware this matter will be presented to the Emergency Services, Community Services and Operations Services Committee at their meeting of March 14th, 2007.

ATTACHMENTS:

Appendix A – map of subject area


Prepared By:

Joanne M. Starr, A.Sc.T.
Supervisor, Traffic Investigations
(519) 837-5628, ext. 2810, 224
joanne.starr@guelph.ca

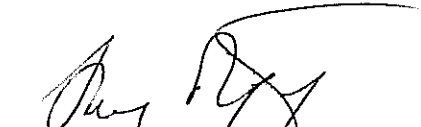

Recommended By:

Derek McCaughan
Director of Operations
(519) 837-5628, ext. 523
derek.mccaughan@guelph.ca

A Great Place to Call Home


Endorsed By:

Bob Chapman
Manager, Traffic & Parking
(519) 837-5612, ext. 2275
bob.chapman@guelph.ca


Approved for Presentation:

Larry Kotseff
Chief Administrative Officer

REPORT OF THE FINANCE, ADMINISTRATION AND CORPORATE SERVICES COMMITTEE

March 26, 2007

Her Worship the Mayor and
Councillors of the City of Guelph

Your Finance, Administration and Corporate Services Committee beg leave to present this their SECOND REPORT as recommended at its meeting of March 7, 2007;

CLAUSE 1. THAT lottery licences be issued to eligible charitable/non-profit organizations from the City of Guelph and the County of Wellington only for a one year trial period, and that staff report at the conclusion of this period to advise of any impacts to local organizations.

CLAUSE 2. THAT the User Fee By-law attached to this report dated March 7, 2007 be approved by Council.

CLAUSE 3. THAT the report dated March 7, 2007 with respect to the Civic Administration Centre Complex Update, be received for information;

AND THAT staff provide monthly reports to the Finance, Administration & Corporate Services Committee modeled after Attachment #1 of the Civic Administration Centre Complex Update Report dated March 7, 2007, and include the following:

- number of change orders
- cost of the change orders
- status of the contingency fund.

AND THAT staff proceed with an open house on the type of uses/activities that the public would like to see in the Civic Administration Centre Complex civic square.

AND THAT a Civic Administration Centre Complex donor/fundraising committee be established.

CLAUSE 4. THAT the report dated March 7, 2007 entitled "Property Tax Deferral for Seniors and Homeowners on a Fixed Income" be received for information.

CLAUSE 5. THAT the resolutions set out in Schedule "A" with respect to the cost sharing of renovations at 138 Wyndham St. (former Post Office) be approved

CLAUSE 6. THAT the City of Guelph seek to have the Ministry of Health and Long Term Care (MOHLTC) designate the Elliott Home for the Aged as the City of Guelph's Home for the Aged under Homes for the Aged and Rest Homes Act R.S.O. 1990.

All of which is respectfully submitted.

Councillor Karl Wettstein, Chair
Finance, Administration & Corporate Services
Committee



City of Guelph

CORPORATE SERVICES

Report:

TO: Finance, Administration & Corporate Services Committee

DATE: 2007/03/07

**SUBJECT: LOTTERY LICENSING POLICY FOR ELIGIBLE
CHARITABLE/NON-PROFIT ORGANIZATIONS**

RECOMMENDATION:

That lottery licences be issued to eligible Guelph based charitable/non profit organizations only.

BACKGROUND:

In the Province of Ontario, charitable/non-profit organizations that are eligible to conduct a lottery scheme for the purposes of fundraising, may apply to their local licensing authorities for a Municipal Lottery Licence, or to the Provincial Licensing Authority to conduct a lottery scheme where the prize value exceeds \$50,000, or where certain umbrella organizations wish to sell tickets in various municipalities throughout the province (such as the Heart and Stroke Foundation).

This issuance of both Municipal and Provincial Lottery Licences is governed and regulated by the Alcohol and Gaming Commission of Ontario (AGCO). Municipalities are responsible for adhering to AGCO rules and regulations and are subject to quarterly reports and annual audits by the AGCO.

An Order-In-Council provides municipalities with licensing authority for the following types of fundraising events:

- *Bingos with prize boards of up to \$5,500;*
- *Media Bingos with prizes up to \$5,500;*
- *Break Open (Nevada) tickets;*
- *Raffles (including 50/50 draws) for total prizes of under \$50,000 and;*
- *Bazaars which include a combination of wheels of fortune, raffles, and bingo events.*

The AGCO guidelines permit a municipality to attach terms and conditions, in addition to those established by the Province, provided that they do not conflict with provincial Terms and Conditions or policies.

In cases where a Provincial Lottery Licence is issued to a charitable or non-profit organization, the AGCO guidelines require that the organization inform the municipal licensing authority of the details of the lottery licence. *(Example: if the Ontario Association of Anglers and Hunters is conducting a raffle of trucks, boats, and outdoor sporting goods, and wishes to sell tickets at the Guelph Sports and Entertainment Centre during a Sportsman's Trade Show, then a letter of permission should be obtained from the City of Guelph's Clerk's Office prior to ticket sales being conducted.)*

When a charitable/non-profit organization wishes to conduct a lottery scheme solely within the Municipality, then the organization would need to apply for and obtain a lottery licence from the local licensing authority, provided the prize is under \$50,000. Typically, groups apply to their own local licensing authority for a lottery licence.

It is generally not the practice of the City of Guelph to issue licences to non-Guelph groups for two main reasons. The first reason is a concern regarding the fundraising threshold within the City of Guelph. By licensing numerous non-Guelph groups to conduct lottery schemes within the City there is increased competition for the local fundraising dollars which may affect the local charitable groups' ability to raise lottery funds. The second reason to restrict licensing to Guelph groups is so that the lottery proceeds raised in the community benefit the citizens from within our community.

There have been exceptions where the City of Guelph has issued lottery licenses to charitable groups from outside the municipality who wish to conduct lottery fundraising at venues within the City *(Example: 50/50 draws at Guelph Storm Games)*. The reasons behind these exceptions were as follows: the first would be where the organization is based outside the City and the proceeds are designed to indirectly benefit the citizens of Guelph by funding provincial programmes. *(For Example: Canadian National Institute for the Blind)*. A second reason has been where a group from the County of Wellington does not have a venue such as the Guelph Storm Junior A Hockey games from which to conduct a lottery scheme *(Example: The Rockwood Soccer Club)*.

Although there is nothing in the current AGCO policy that prevents or prohibits a local licensing authority from issuing a licence to a charity from outside the municipality the AGCO discourages this practice.

REPORT:

In recent months staff have received requests from Cambridge, Kitchener, Fergus, Elora and Rockwood groups for a lottery licence to conduct 50/50 raffles at the Guelph Storm Games and of these groups, two organizations from Rockwood and Elora have been issued a 50/50 lottery licence from the City of Guelph. As a result of the numerous requests from non-Guelph groups, the issuance of licences for non-Guelph groups has been suspended pending the adoption of a policy on this matter.

The following are alternatives regarding the issuing of lottery licences to eligible charitable/non-profit organizations:

1. **Licences be issued to any charitable/non profit organizations in Ontario.**
2. **Licences be issued to Guelph based charitable/non profit organizations only.**

CORPORATE STRATEGIC PLAN:

This report supports strategic direction number 4 to enhance community wellness and in particular to strengthen our commitment to volunteerism and community partnerships.

FINANCIAL IMPLICATIONS:

Revenue collected by allowing non-Guelph organizations to conduct lottery schemes within the organization is minimal and will be offset by staff resources in monitoring and reviewing reporting.

DEPARTMENTAL CONSULTATION:

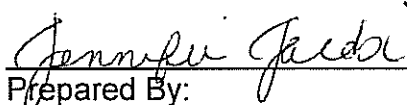
Not applicable

COMMUNICATIONS:

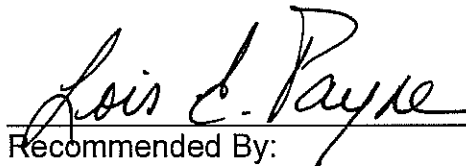
Not applicable

ATTACHMENTS:

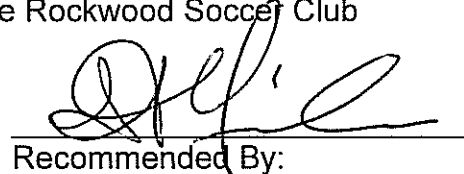
1. January 24, 2007 letter received from the Guelph Storm
2. February 9, 2007 letter received from the Rockwood Soccer Club


Prepared By:

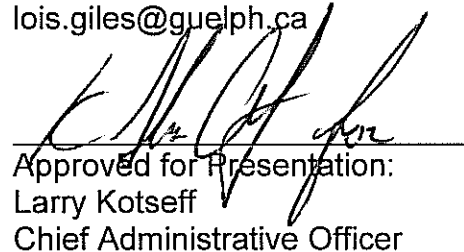
Jennifer Jacobi
Licensing Co-ordinator
519 822-1260 X.2551
jennifer.jacobi@guelph.ca


Recommended By:

Lois Payne
Director of Corporate Services/City Solicitor
519 822-1260 X. 2288
lois.payne@guelph.ca


Recommended By:

Lois Giles
City Clerk/ Manager of Council
Administrative Services
519 822-1260 X. 2232
lois.giles@guelph.ca


Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

Wednesday January 24, 2007

Dear Jennifer Jacobi:

This letter is a formal request from the Guelph Storm Hockey Club to the City of Guelph Licensing Division that Hespeler and Cambridge Minor Hockey and Cambridge Ringette be eligible to obtain a Lottery License to conduct a 50/50 at Guelph Storm hockey games.

Over the years Hespeler and Cambridge have become and continues to be proud supporters of our organization. To date 3 - 4% of our season ticket holders make their way to Guelph from the Hespeler and Cambridge area. We are also averaging 4,150 fans at our games with 1 or 2 groups per game being from these areas.

As a result of the strong relationship and support of our hockey club from not only these two cities but also between both their Minor Hockey and Ringette organizations we feel that we are in a unique opportunity in which we can give back and help these organizations through the 50/50's that are conducted at our home games. We would be looking at a maximum of one game per season for each of the groups listed.

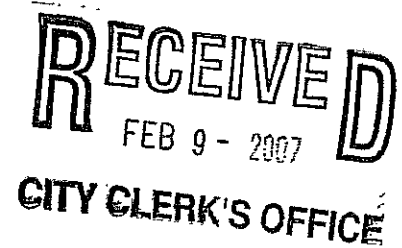
Thank you for your time in considering this request. If you have any questions or concerns please contact Sarah Twigger at stwigger@guelphstorm.com or 519-837-9690 x106. I look forward to hearing from you.

Sincerely,

Sarah Twigger

Sarah Twigger
Community Relations Coordinator

Jennifer Jacobi
Licensing Coordinator
City Clerk's Office, City Hall
59 Carden Street
Guelph, Ontario
N1H 3A1



Dear Jennifer:

It is with great disappointment that I write this letter on behalf of the Rockwood and District Soccer Club. Disappointment, in that a good fundraising opportunity is being taken away from our soccer club. Jennifer, as you know we are a relatively small club with very limited fundraising opportunities. In our small community the businesses that we continually rely on every year are very generous and supportive, however they are asked over and over again for donations. When we were given the opportunity to participate in the Guelph Storm 50/50 draw and program sales we jumped in with both feet. It is a great way to raise funds.

We sold Storm 50/50 tickets and programs. I thought our volunteers did a great job on sales. We brought 135 people to one Storm game and approximately 60 to a second game. The majority of people were from the Rockwood area but drove to Guelph to attend the game, as well as eat, either at the arena or other Guelph restaurants. Everyone had a great evening out.

I understand that this privilege is in jeopardy of being taken away from "outsiders". We all reside and play sports in the Township of Guelph/Eramosa. This makes us "outsiders"? Our club buys soccer equipment and uniforms from Guelph suppliers and manufacturers and also employs a Guelph resident as a player development coordinator and a coach trainer. So actually the proceeds from the 50/50 draw will be spent in Guelph.

At this time we would like to ask you to reconsider your freezing of "outside clubs" and give us the opportunity to participate in the Guelph Storm 50/50 program. We appreciate all that you do for local sports clubs and we would like to be included. Let us do it for our kids!

Sincerely,

Gary Smith
Past Vice-President
Rockwood Soccer Club

R.R. #3 5438 4th Line
Rockwood, Ontario
N0B 2K0
519-856-4533 (home)
519-822-3771 (work)

Dear Friends,

I had planned on making a submission at your meeting on March 7, 2007, although I have been forced to rearrange my calendar due to recent weather conditions. As such I am going to try to keep this note brief and to the point. Should you have any questions please feel free to email me.

My name is Michael Sims, I am the President of The Grand River Mustangs Girls Hockey Incorporated. We are a not for profit Center Wellington based Girls Hockey League. I would like to take this opportunity to address your committee with regards to_ our participation in the 50/50 draws at Guelph Storm Hockey Games._

While I understand that you are being tasked with reviewing the Lottery Licensing Policy for the City, I am asking that in your deliberations that you please take into consideration groups such as ours that are also in Wellington County and participate regularly with other Guelph Groups in these events.

Our organization was formed in February 2006, with a mandate to provide House League Girls hockey to girls in Center Wellington and surrounding towns within Wellington County. In 2005/06 we had 29 girls participating in our league and in 2006/07 we had 140 girls in the league. Plans for 2007/2008 see our league having over 300 players of ages 4-60 as we also offer womens hockey.

The reason I am here today is that in late November 2006 we began working with the Guelph Storm to arrange to participate in the 50/50 Fund raiser and Program Sales at the Feb 23rd Storm Home game in order to financially assist our organization.

At that time I spoke with Jennifer Jacobi and received all documents necessary to file a request for a lottery license in early February.

In early February as I prepared the forms for the license I spoke with Jennifer who then advised that the City was no longer issuing licenses to groups from outside the city. Further to that I spoke with Lois Giles who informed me that the City has had a policy in place, although for some

reason it had not been followed to the letter of the policy. As such Lois was going to refer this to a committee for review. As such we are here today.

That being said I understand that Staff had prepared a report for your committee on the above policy and suggested one of two approaches:

The following are alternatives regarding the issuing of lottery licenses to eligible charitable/non-profit organizations:

1. Licenses be issued to any charitable/non profit organizations in Ontario.
2. Licenses be issued to Guelph based charitable/non profit organizations only.

Further to this staff recommendations I would like to offer additional alternatives and a few suggestions.

To start with I do not see this as an all or nothing approach as was my interpretation of the staff report.

For Clarification Our organization is only looking to participate in the Guelph Storm Fund raisers...we are not looking to run bingo's, lotteries or other events. We are here addressing one single event.....and no others. As such a restriction or exemption in your policy referring to The Guelph Storm Fund raisers would be acceptable to our organization. We see this as one Hockey Organization helping out another Hockey Organization.

As such we would welcome, and understand limitations in your revised policy that would permit staff to either grant us a license to participate in these Storm 50/50 fund raising events or to permit staff to grant us a letter of permission to use a lottery license from our municipality for the same 50/50 events, and to grant other groups the same privileges provided that they were from within Wellington County. _

_ In addition we would also be accepting of a restriction that would not permit any group from within the county (excluding City Groups) to receive more than 3 permission letters or licenses within any calendar year. This would

ensure that no outside group benefits from these events, and that many groups see these benefits._

Further, It is our belief that while the Guelph Storm resides in Guelph that they receive support from the surrounding centers, as many of our players and their families are season ticket holders and regularly attend games. The Storm is Wellington County's only OHL Team.

It is also our belief that the Guelph Storm Organization have demonstrated that they are good corporate citizens, and that the Guelph Storm Organization is more than capable of determining what groups have mandates that are consistent with the mandate of the Storm. The Storm Organization has demonstrated over the years that it can manage the requests without outside interference from the City, although I can see where Lois and her staff would like some clear direction when addressing groups from outside the City and Wellington County. It is my understanding that groups from Cambridge and Waterloo may also wish to participate in these events. _It is our submission that they Live in Waterloo Region and are afforded the same opportunity at a Rangers game, thus no need to cross county boundaries._

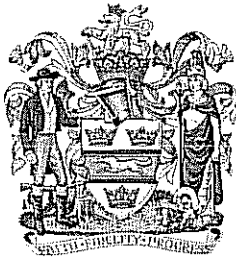
Finally, it is our belief that the City of Guelph and its sports organizations benefit greatly from the sponsorships of the Storm, where as teams from other centers n the county are left to raise funds for team sponsorships within their communities. We are not asking for a share of the Storms advertising budget or team sponsorship budget, but rather to participate in a maximum of three fund raising events per calendar year. We are confident after speaking with representatives of the Storm that with over 34 opportunities to participate in these fund raising 50/50 draws per year that there is plenty of opportunity for Guelph Groups as well as other Wellington County groups to benefit from these events. We are also not saying to limit these events to sports groups, but rather to let the Storm decide what groups are appropriate.

In closing.....I ask that you remember that people from both Guelph and our communities work, play and shop in each others communities. Our girls hockey club works with your girls hockey club, our kids go to school together, and ride buses together. We all work together and do not

discriminate against each other based on where we live. The Guelph Storm as a corporate citizen has managed to work with all of us as well, regardless of our home towns. We ask that as you review your policy that you do not take any actions that create barrier to access for other Wellington County Groups wishing to participate in Guelph Storm Fund raising events.

Respectfully,

Michael Sims
President, Mustangs Girls Hockey



City of Guelph

FINANCE

TO: Finance, Administration & Corporate Services Committee

DATE: 2007/03/07

SUBJECT: USER FEE BY-LAW

RECOMMENDATION:

That the User Fee By-law attached to this report dated March 7, 2007 be approved by City Council.

BACKGROUND:

Council of the Corporation of the City of Guelph has the authority to impose fees and charges pursuant to Part XII of the Municipal Act, 2001 and Ontario Regulation 244/02.

This By-law and accompanying schedules are for User Fees and Charges already approved in the 2007 Budget but not included in any other By-law.

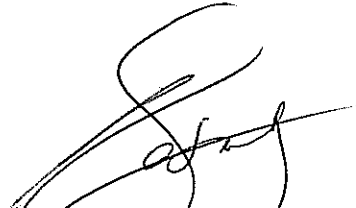
This By-law consolidates fees from several City Departments into one By-law and is the result of extensive discussions between staff.

COMMUNICATIONS:

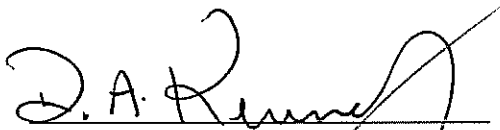
Notice of consideration of these User Fees and Charges was given prior to the 2007 Budget approval in accordance with the Notice By-law (2003) - 17290.

ATTACHMENTS:

By-law Number (2007) -



Prepared By:
Marco Farinha
Manager of Taxation and Revenue
519 822 1260 ext. 2383
marco.farinha@guelph.ca



Recommended By:
David A. Kennedy, C.A.
Director of Finance
519 822 1260 ext 2587
David.kennedy@guelph.ca



Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

THE CORPORATION OF THE CITY OF GUELPH

By-law Number (2007) -

A By-law to impose user fees or charges for services or activities relating to Community Services, Corporate Services, Community Design & Development Services, Finance, Operations, and to adopt Municipal Code Amendment# 397 which adds a new Chapter# 303 entitled "User Fees", to the City of Guelph Municipal Code.

WHEREAS the Council of the Corporation of the City of Guelph has pursuant to Section 391 of the Municipal Act, 2001 the authority to pass by-laws imposing fees or charges;

AND WHEREAS notice of the consideration of these new and/or amended fees and charges was given prior to 2007 Budget approval in accordance with the Notice By-law (2003)-17290.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF GUELPH ENACTS AS FOLLOWS:

1. The accompanying Schedules 1 to 5 set out the fees and charges of the Corporation of the City of Guelph for the activities and services enumerated therein and form part of this By Law
2. Except where otherwise indicated, the fees or charges as indicated in this By-law do not include the applicable taxes, which will be added to the fee or charge.
3. Unless otherwise stated any fees or charges set out in this By-law which are not paid when due are subject to a monthly interest fee. The interest fee shall be calculated in accordance with City policy at 1.25% per month (15% per annum) and will be added to the outstanding amount on the first day of each month, as is the policy of the City.
4. Unless otherwise stated, all fees or charges set out in this By-law shall be non-refundable.
5. Payment of any fee or charge in this By-law shall be in Canadian currency.
6. In the event of a conflict between Sections 2-5 of this By-law and any Schedule hereto, the Schedule shall take precedence.
7. The fees and charges set out in this By Law are effective January 1st, 2007.
8. This By-law is hereby adopted as Municipal Code Amendment # 397, which adds Chapter #303, entitled "User Fees" to the City of Guelph Municipal Code.

PASSED THIS SECOND DAY of APRIL , 2007.

K. FARBRIDGE – MAYOR

LOIS A. GILES – CITY CLERK

Schedule 1
City of Guelph ByLaw Number (2007)-
Community Services

2007

AQUATICS AND ACTIVE LIVING

General Rates

Family Pass - Yearly (includes unlimited swim/skate/amusement rides/splash pads)	514.06
Daily Exercise & Swim Pass (Daytime) Pay-As-You-Go Adult 18+	8.32
Daily Exercise Room Pass (Daytime) Pay-As-You-Go Adult 18+	4.91

Basic Pass

Basic Pass Adult - 3 month (Exercise Room and Sauna Only)	114.40
Basic Pass Senior - 3 month (Exercise Room and Sauna Only)	91.52
Basic Pass Adult - 6 month (Exercise Room and Sauna Only)	183.04
Basic Pass Adult Senior - 6 month (Exercise Room and Sauna Only)	146.43
Basic Pass Adult - 1 year (Exercise Room and Sauna Only)	297.45
Basic Pass Senior - 1 year (Exercise Room and Sauna Only)	237.95

Active Living Pass

Active Pass Adult - 3 month (Exercise Room, Sauna and Pool)	125.84
Active Pass Senior - 3 month (Exercise Room, Sauna and Pool)	100.67
Active Pass Adult - 6 month (Exercise Room, Sauna and Pool)	205.91
Active Pass Senior - 6 month (Exercise Room, Sauna and Pool)	167.74
Active Pass Adult - 1 year (Exercise Room, Sauna and Pool)	347.02
Active Pass Senior - 1 year (Exercise, Sauna and Pool)	277.61

Active Living Plus

Plus Pass Adult - 3 month (Exercise Room, sauna, pool and fitness classes)	148.72
Plus Pass Senior - 3 month (Exercise Room, sauna, pool and fitness classes)	118.98
Plus Pass Adult - 6 month (Exercise Room, sauna, pool and fitness classes)	251.68
Plus Pass Senior - 6 month (Exercise Room, sauna, pool and fitness classes)	201.34
Plus Pass Adult - 1 year (Exercise Room, sauna, pool and fitness classes)	446.17
Plus Pass Senior - 1 year	356.94

Personal Training

Fitness Assessment - Pass holder (1 hour fitness assessment)	48.11
Fitness Assessment - Non-Pass Holder (1 hour fitness assessment)	57.19
Personal Training - Pass Holder ((1 hour session with personal trainer)	33.36
Personal Training - Non-Pass Holder (1 hour session with personal trainer)	42.90
Personal Fitness Starter Package (2 - one hour training sessions with personal trainer)	103.92
Personal Training Package (3 hours of personal training)	90.93
Keep Fit Package (5 hours of personal training)	151.56
Semi-Private workout Package (1 hour of personal training with a friend)	60.57

Active Living Program

(Fees for non-pass holders, classes included in Active Living Plus Pass

Core Body (60 minute class) VRRC	43.73
Core Body (60 minute class) WECC	46.97
Stability Ball	46.97
Body with Attitude	46.97
Circuit	43.73
Kardio Box	51.00
Walk, Tone and Stretch	51.00
Muscles In Motion	51.00
Absolutely Abs	43.73
Pre and Post Natal Exercise	80.90
Mind/Body Fusion	51.00
Baby and You	51.00
Walk and Roll Stroller	51.00
Diaper Fit	52.43
Aqua Jogging VRRC	34.09
Aqua Jogging Centennial	34.09
Yoga on the Ball	80.90
Wise Way to a Healthy Back	80.90

2007

50+ Seniors Yoga	94.00
Pilates Beginner	88.20
Pilates Level Beyond Beginner	84.95
Weights for Ladies	43.73
Tone Up for Men Only	43.73
Cardio Salsa	131.63
Tai Chi	96.95

Youth/Teen (13 to 18 years of age inclusive)

Woodworking for Kids - Delhi Community Centre	96.00
Junior Woodworkers for Holiday Workshop - Delhi Community Centre	15.00
Basketball	71.00
Intro to Drawing - West End Community Centre	80.00
Friday Friends - Drop In	5.00
Learn to Skate - Winter - West End Community Centre	72.00
Learn to Skate - Fall - West End Community Centre	80.00
Sewing for Teens - Evergreen Senior Centre	55.00
Quilting for Kids - Evergreen Senior Centre	55.00
Dance Program - Ballet - West End Community Centre	49.60
Dance Program - Tap- mania - West End Community Centre	49.60
Dance Program - Jazz-apalooza - West End Community Centre	49.60
Dance Program - Hip Hop Dance - Evergreen Senior Centre	55.00
Explorations in Clay - Delhi Community Centre	90.00
Kids, Clay and Curiosity - Delhi Community Centre	90.00
Kids, Clay and You Too! Holiday Workshop (price for child & parent)	40.00
Chess for Kids - West End Community Centre	110.00
March Break Camp - West End Community Centre* (Per Day)	30.00
March Break Swim Camp - Victoria Road Recreation Centre	25.80
Mini-tennis Lessons - April - Royal City Tennis Club	128.00
Mini-Tennis Lessons - May to August (St. George's, Exhibition or Margaret Greene)	66.00
Youth Tennis Lessons - April - Royal City Tennis Club	128.00
Youth Tennis Lessons - May-August (St. George's, Exhibition or Margaret Greene)	66.00
Wheelchair Basketball	2.00
Open Gym Time	5.00

Child (3 to 12 years of age inclusive)

Terrific Tuesdays - West End Community Centre	63.00
Childcare - West End Community Centre (1 mth - 6 years old) \$4.50 for 2nd child	5.00
Creative Kids- West End Community Centre	63.00
Creative Kids - Delhi Community Centre	63.00
Make Believe Afternoons - West End Community Centre	94.50
Make Believe Adventures - Delhi Community Centre	94.50
Junior Woodworkers - Delhi Community Centre	39.00
Junior Woodworkers Holiday Workshop - Delhi Community Centre	15.00
Ooey Goey Fun & Learning - West End Community Centre (10 weeks to 5 weeks)	49.50
Kid Fit - West End Community Centre	106.00
Kid Fit Parent/Tot - West End Community Centre	106.00
Peanut Club - West End Community Centre	83.00
Dance Program - Kids in Motion I - Delhi Community Centre	54.50
Dance Program - Kids in Motion II - Delhi Community Centre	54.50
Dance Program - Hip Hop Dance - Evergreen Senior Centre	55.00
Preschool Drop In - Delhi Community Centre (\$6 per family max)	2.50
Friday Friends- Delhi Community Centre	5.00
Razza Ma Tazz Dance Class - West End Community Centre	59.50
Hula Dancing - West End Community Centre	55.00
Tae Kwon Do	86.00
North Pole Connection (\$5.00 for long distance)	2.50
Music & Movement	63.00
Wonderful Wednesday	72.00
Artistic Discoveries	73.50
Kid Fit - Parent & Tot	106.00

Adult (19 to 55 years of age inclusive)

Pottery Adult Handbuilding - Delhi Community Centre	145.00
Pottery Adult on Wheel - Delhi Community Centre	145.00

2007

Badminton - Evergreen Senior Centre	60.00
Volleyball - Coed Recreational - West End Community Centre	75.70
Volleyball - Coed Recreational - Summer - West End Community Centre	75.70
Latin and Swing Dance - Beginner - West End Community Centre	90.00
Latin and Swing Dance - Level II - West End Community Centre	90.00
Pottery - Open Studio - Delhi Community Centre	15.00
Adult Tennis Lessons - April - Royal City Tennis Courts	140.00
Adult tennis Lesson - May to August - St. George's, Exhibition or Margaret Greene	98.00
Signing With Babies	55.00

Summer Camp (Child, Youth/Teen)

Kiddie Camp - West End Community Centre	125.00
Kiddie Camp - West End Community Centre	100.00
Sports Unlimited - West End Community Centre	132.00
Sports Unlimited - West End Community Centre	105.60
Daily Discoveries - West End Community Centre	132.00
Daily Discoveries - West End Community Centre	105.60
Teen Adventure - Delhi Community Centre	140.00
Teen Adventure - Delhi Community Centre	112.00
Wilderness Adventure - Barber Scout Camp	135.00
Wilderness Adventure - Barber Scout Camp	108.00
Swim Camp - Victoria Road Recreation Centre	138.00
Swim Camp - Victoria Road Recreation Centre	110.00
Passion for Fashion - Delhi Community Centre	132.00
Leader in Training I - Delhi Community Centre	125.00
Leader in Training II - Delhi Community Centre	125.00
Leader Apprentice - Delhi Community Centre	125.00
Leadership Development - Delhi Community Centre	125.00
Extended Hours (\$1.60 per day) OR	8.00
Summer Theatre School	450.00

Pool Programs (All Aquatic Programs fees are based on 9 weeks)

Starfish (formerly Aqua Tots 1)	51.00
Duck (formerly Aqua Tot 2)	51.00
Sea Turtle 1(formerly Tiny Tots)	51.00
Sea Turtle 2 (formerly Preschool AquaQuest 1)	51.00
Salamander (Formerly Preschool AquaQuest 2)	51.00
Sunfish (Formerly Preschool AquaQuest 3)	51.00
Crocodile (Formerly Preschool AquaQuest 4)	51.00
Whale (Formerly Preschool AquaQuest 5)	51.00
Swim Kids 1 (Formerly AquaQuest 1/2)	51.00
Swim Kids 2 (Formerly AquaQuest 3)	51.00
Swim Kids 3 (Formerly AquaQuest 4)	51.00
Swim Kids 4 (Formerly AquaQuest 5)	51.00
Swim Kids 5 (Formerly AquaQuest 6)	55.75
Swim Kids 6 (Formerly AquaQuest 7)	55.75
Swim Kids 7 (Formerly AquaQuest 8)	62.50
Swim Kids 8 (Formerly AquaQuest 9/10)	62.50
Swim Kids 9 (Formerly AquaQuest 11)	62.50
Swim Kids 10 (Formerly AquaQuest 12)	62.50
Teen	62.50
Adult	60.85
Family A (Formerly Family 1) (Levels Sea Turtle 2, Salamander, Sunfish)	55.75
Family B (Formerly Family 2) (Levels Swim Kids 1-4)	55.75
Family C (Formerly Family 2) (Levels Swim Kids 5 - 6)	55.75
Advanced Family (Levels Swim Kids 7 - 10)	62.50
Private (One to one instruction)	139.50
H30 (Three to one ratio)	87.95
Swim Patrol	62.50
Bronze Star	74.95
Diving	62.50
Intro to Synchro	62.50
Youth Masters	62.50
Underwater Hockey	62.50
Junior Lifeguard	62.50

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I Love Waterpolo	66.30
Stroke Correction	30.00
Bronze Medallion	110.00
Bronze Cross	110.00
Red Cross Assistant Water Safety Instructors (formerly Red Cross Leaders)	118.87
Volunteer Seminar	28.00
National Lifeguard	168.22
RC Instructors	115.00
LSS Instructors	115.00
Semi-Private Lesson	195.00
Special Needs Private	69.75
1 Time Private (30 minutes) (Testing for level only)	19.40
AST	93.46
NLS Recert	65.42
RC Instructor Recert	60.75
First Aid	93.46
First Aid Recert	43.93
BOAT	51.40
BOAT Exam Challenge	28.04
First Aid Instructors	158.88
Advanced Inst/Examiners	46.73
Drop in Lessons - Youth	3.00
Drop in Lessons - Adult	6.00

Seniors Recreation Programs/Courses (Member/Non-Member)**-Unless otherwise stated an extra fee of \$6.00 applies to non-member programs**

Ballroom and Latin Dance	84.66
Clogging	74.77
Indoor Soccer	29.20
Movement Improvement	63.55
Pilates	56.00
Qi Gong (Chi Kung)	60.75
Strength Training - Advanced/Intermediate/Beginner	60.75
Strength Training - On the Ball	62.62
Tai Chi - Beginners, Intermediate, Advanced	62.62
Tennis Lessons for Seniors	85.60
Total Body Workout	78.51
Yoga - All Levels	74.77
Yoga Beginner Continuing	85.00
Yoga on the Ball	65.00
Computer - Genealogy on the Net	47.66
Computer Maintenance	65.51
Computer Mentoring	3.00
Computers - Refresher	35.78
Computers- Introduction to Internet	57.95
Computers- Crash Course	35.78
Computers- Spreadsheets - All Levels	46.73
Computers- Getting Started - All Levels	57.94
Creating Word Documents	35.78
Downloading 101	35.78
Email Basics	45.18
How Secure Are You	29.20
Windows Basics	38.60
Bridge 1 - Diamond Series	58.50
Bridge 2 - Hearts Series	58.50
55 - Alive	48.60
Chess	52.70
Making Herbal Oils and Bath Balms	29.20
Better Sleep	52.70
Income Tax	4.67
Learn Spanish - Beginner	46.73
Learn Spanish - Intermediate	46.73
Organizing a Move & Clearing up Clutter	4.67
Non-Member	6.54
Peer Learning (Members)	14.02

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Self-Hypnosis (Members)	24.50
Emergency First Aid (Member)	66.80
Bunka Artistry (Members)	39.63
Drawing Portraits (Members)	74.77
Water Colour - Level I (Members)	80.38
Paper Art (Member)	19.80
Photography (Member)	43.30
Beading Basics (Member)	49.88
Acrylic Painting (Member)	77.14
Celebrity Chef Comes to Evergreen (Members)	9.35
Non-Members	12.15
Emergency Planning (Member)	5.00
Non-Member	7.00
Pandemic - What You Should Know (Member)	5.00
Non-Member	7.00
Staying Healthy on Medication (Members)	5.00
Non-Members	7.00
Choosing a Long Term Care Facility (Members)	5.00
Non-Members	7.00
ArmChair Travelling (Members)	5.00
Non-Members	7.00
Choosing Your Travel (Members)	5.00
Non-Members	7.00
Can I Retire Now? (Members)	5.00
Non-Members	7.00
Solving Your Retirement Puzzle (Members)	5.00
Non-Members	7.00
Rainy Day Spending (Members)	5.00
Non-Members	7.00
Keep Revenue Canada out of your Will (Members)	4.67
Non-Members	6.54
Road to Long Term Care (Members)	4.67
Non-Members	6.54
Strategies to Protecting Your Investment (Members)	4.67
Non-Members	6.54

Public Swimming (Victor Davis, WERC, Centennial & Lyons Pools)

Youth	2.10
Seniors (55 plus)	2.55
Adults	3.21
Family (maximum 6 including 1 adult)	8.32
Parent and Tot swims (Adult) Daytime Leisure Swim M-F)	2.40
Tots - under 3 years old (when accompanied by a paying adult)	N/C

Book of 10 Tickets:

Youth	18.90
Senior	22.71
Adults	28.60

Book of 40 Tickets:

Youth	71.40
Seniors	85.80
Adults	108.04
Aquafit - Adult - 1 visit	4.91
Aquafit - Adult - 10 visits	44.16
Aquafit - Senior - 1 visit	3.96
Aquafit - Senior - 10 visits	35.33
Arthritis/Rehab - 1 visit	3.96
Arthritis/Rehab - 10 visits	35.33
3 month Rehab Pass	100.00

POOL RENTALS - Per hour rates**(Note - Rental Rates do not include mandatory City supervision)**

Supervisor (per hour) (Mandatory)	15.75
Instructor (per hour)	14.20

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Lifeguard (per hour)(Mandatory)

14.20

Victoria Road Recreation Center:

50 meter pool	106.27
25 meter pool	79.71
Teaching Pool/Baby Pool	35.35

Special Rates for Schools & Youth Groups

50 meter pool at VRRRC	55.80
25 meter pool at VRRRC	41.85
Teaching Pool at VRRRC	18.56

Lyon Leisure Pool

Leisure Pool	79.71
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West End Community Centre:

Pool complex - Lap, Leisure & Therapy pool	113.19
Lap or Leisure Pool	79.71
Leisure Pool only	79.71
Therapy Pool	35.35

Subsidized Rates for schools and youth groups

Pool complex - Lap,Leisure & Therapy pool	59.43
Leisure Pool only	41.85
Lap Pool only	41.85
Therapy Pool	18.56

Centennial Pool:

Pool	79.71
Pool - School Group/Approved Youth Group	41.85

Meeting Rooms and Halls - Per Hour Rates**West End Community Centre**

Community Room #2 Capacity - 60 people	28.76
Lions Lair Room #3 Capacity - 60 people	28.76
Gym Capacity - 600 people	36.27
Kitchen	10.00
Lounge	27.46
Patio	15.70
Upstairs Viewing	36.27
Room set up fee (upon request)	30.00
Clean up fee (if clean up required is beyond normal considerations)	30.00

Victoria Road Recreation Center (No kitchen facilities available)

Training/Conference Room Capacity - 75 people	31.50
Sectional Rooms Capacity - 30 people	15.75
Security	12.26

Exhibition Park Arena

Rental Capacity - 110 people	24.77
Security	12.26

Delhi Street Recreation Center

Room 2 Capacity - 60 people	21.50
Room 4 Capacity - 60 people	21.50
China Room Capacity - 15 people	20.00
Set up Fee (upon request)	30.00
Clean up Fee(if cleanup is required beyond normal conditions)	30.00
Security (if needed) per hour	13.00

Evergreen Seniors Center

Auditorium - used as gym for sports activity	36.00
Auditorium - used as an auditorium (recital, theatre, wedding)	50.00
Room 1 (Computer Room-minimum 2 hours rental, includes use of computer equipment)	37.00
Room 2	25.00

	<u>2007</u>
Room 3	28.00
Room 4	32.00
Boardroom	28.00
Lounge	25.00
Dining Room	28.00
Health Room	18.00

Licensed Events at Evergreen Seniors Centre (Minimum rental of 3 hours)

Auditorium per hour rental	75.00
Rooms 2, 3 per hour rental	47.00
Room 4 per hour rental	55.00
Security per hour rental	13.00

Arena Programs (WERC & VRRC)

Public Ice Skating/Admissions

Children & Youth to 18 years	2.50
Adult	3.30
Family	8.96
Seniors	2.64
Seniors Ice Skating	0.94
Tiny Tot Skating (per adult)	1.00

Book of 10 tickets:

Children & Youth to 18 years	21.00
Adult	29.72
Family Pass 1 year (2 adults/3 youth)	514.06
Seniors	23.87

SWITCH Skatepark	2.00
Exhibition Skatepark	3.00
SWITCH Adventure - Beginner	100.00
SWITCH Adventure - Intermediate	120.00

Arenas - per hour rates

<i>Basic Ice Rental (per hour includes 10 minute ice re-surfacing):</i>	
Prime Time - after 4 pm (September 1 to April 15)	184.12
Non prime-time (group rate, Mon-Fri, 8am to 4pm) (September 1 to April 15)	96.64
Non prime-time (single skater rate, max 4 people, Mon-Fri 8am-4pm, Sept 1-April 15, per person/hour)	17.22
Non prime-time (single skater rate, to a max 4 people after 4)	96.64
Youth Rate (Approved Youth Group) - (September 1 to April 15)	96.66
Summer season (for all users and at all times)	184.12
Extra dressing rooms - in addition to 2 provided with rental (per game)	10.50
Shinny Hockey (M-W,F)	5.25
School Groups - during school hours 8am - 4pm:	-
Ice and dressing room: up to 49 skaters	61.23
Ice and dressing room: 50 plus skaters	80.25

Arenas - per hour rates

Supervision, labour and other services extra if required (skate patrols)	8.19
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Arena floor per hour summer rate:

Adult - April 16 to August 31	85.95
Youth Rate (Approved Youth Group) - April 16 to August 31	45.13

Special Events (8:00 am to midnight)(All rentals must enter into a contract)

Additional services and labour at cost (if setup is required)	2,945.96
Commercial (minimum 8 hour rental) (Rate per 8 hour rental)	1,546.62
Commercial (hourly rate applicable for time in excess of 8 hour rental)	184.12

Guelph Sports & Entertainment Centre

Basic Ice Rental (per hour includes 10 minute ice re-surfacing):

Prime Time - after 4 pm (September 1 to April 15)	230.00
Non prime-time (group rate, Mon-Fri, 8am to 4pm) (September 1 to April 15)	135.00
Youth Rate (Approved Youth Group) - (September 1 to April 15)	120.75

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184.12

Summer season (for all users and at all times)

-Effective Spring 2007 (April 16) the groups will pay the same rate as all other City facilities.

Rental Fees

Building rent for events	4,200.00
Glass Removal / Install	1,000.00
Floor Removal / Install	1,000.00
Stage	2,500.00
Forklift with operator (per hour)	55.00
Post Event clean up (per show)	750.00

*-For Chair Rental, Skyjack or Electrician at your cost by 3rd party***Fee Schedule 2006 - 2007 Season****Single Game Rental - For Guelph Storm Hockey Game****Suite Rentals**

8 viewing seats	495.00
9 - 11 viewing seats	495.00
12 viewing seats	495.00
28 viewing seats - includes 20 games tickets	450.00
54 viewing seats - includes 40 games tickets	450.00

- NOT INCLUDING TICKETS FOR GAME OR HOSTESS

-Suite Rental available for part of season - Calculation is 1 year rate / # of games X # of games left for season

Annual Suite License Fees**3 Year Term**

8 viewing seats	15,500.00
9 viewing seats	16,500.00
10 viewing seats	17,500.00
11 viewing seats	18,500.00
12 viewing seats	19,500.00
18 viewing seats	25,500.00

5 year term

8 viewing seats	13,500.00
9 viewing seats	14,500.00
10 viewing seats	15,500.00
11 viewing seats	16,500.00
12 viewing seats	17,500.00
18 viewing seats	23,500.00

10 year term

8 viewing seats	11,500.00
9 viewing seats	12,500.00
10 viewing seats	13,500.00
11 viewing seats	14,500.00
12 viewing seats	15,500.00
18 viewing seats	21,500.00

Annual Club Seat License Fee per Seat

1 year term	200.00
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Annual VIP Seat License Fee per Seat excludes tickets unless stated

1 year term	400.00
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Suite Level Prices for 2006-07 Season**Hostess Service**

Shared Hostess (per event)	17.00
Private Hostess (per event)	68.00

River Run Centre Base Rental Rates

Main Stage (8 hour rental)	1,000.00
Co-Operators Hall (8 hour rental)	350.00
Canada Company Hall (8 hour rental)	1,200.00
Community Rates (applicable to locally based not for profit organizations)	800.00

	<u>2007</u>
Main Stage (8 hour rental)	1,200.00
Co-Operators Hall (8 hour rental)	350.00
Canada Company Hall (8 hour rental)	1,000.00
Special Rates (applicable to bona fide charities)	800.00
Main Stage (8 hour rental)	800.00
Co-Operators Hall (8 hour rental)	300.00
Canada Company Hall (8 hour rental)	800.00
House Technician (per hour per technician 12 hours maximum, four hour minimum)	36.00
House Technician (per hour per technician after 12 hours no maximum)	54.00
Box Office (handling charges per ticket)	1.00
House Manager (per hour per house manager)	19.00
Capital Reserve Fund (per ticket on tickets of \$10.00 or more)	1.00
Front House & Backstage Services -per hour for non performing non related art events	25.00
Main Stage (per event)	250.00
Co-operators Hall (per event)	150.00
Catering Service Charge (per person to a maximum of \$300.00)	1.00
SOCAN (Society of Composers & Authors & Music Publishers) 3% of gross ticket sales	

Community Guide Advertising per session

Full Page Ad	1,020.56
1/2 Page Ad	569.16
1/3 Page Ad	397.43
1/4 Page Ad	304.21
1/8 Page Ad	171.73
Inside Front or Back Covers	1,359.11
Outside Back Cover	1,530.84
City of Guelph Department Cost - per page	250.00

Transit Fares

Adult tickets (10 tickets)	17.00
Student and Senior tickets (10 tickets)	13.60
Cash fare	2.00
Adult Monthly Pass	58.00
Student and Senior Passes	52.00
Day Passes	6.50
University Pass (not including the late night service)	51.72

Notes on Transit Fares:

- 1) GST is not included in the above fees
- 2) Payment is by cash or cheque and is due at time of purchase
- 3) Cash fare must be exact, no change is given.
- 4) Transfers are valid 1 hour from time of issue
- 5) Fees are not refundable
- 6) Fees and passes are applicable to regular and late night service.
- 7) Adult – means any person not defined as a student, senior or child
- 8) Student – means any person enrolled in school from kindergarten to Grade 12.
- 9) Senior – means any person 65 years of age or older
- 10) Child – means any pre-schooler (ride FREE)

Notes on River Run Fees:

- 1) For all ticketed shows, base rent is as above or 12% of gross ticket sales, whichever is greater.
- 2) A deposit of 50% of the base rent must be made at time of booking.
Deposits are not refundable and the balance is due prior to the start of the event.
- 3) A Non Profit organization is one so registered with the Canada Customs and Revenue Agency.
Locally based means the Organization's main place of business is located in Guelph.
- 4) A Charitable Organization is one so registered with the Canada Customs and Revenue Agency.
- 5) All fees are subject to applicable Taxes.
- 6) Payments must be by cheque, cash, credit or debit card.

Schedule 1
City of Guelph By-law Number (2007)-
Community Services
Rates and Fees

POLICY:

The City of Guelph shall charge fees for the use of Parks, Recreation and Culture facilities and equipment. Fees shall be approved by Council on a yearly basis. The City reserves the right to cancel or not provide programs in which case a full refund of fees paid is applicable. The Leisure Guide should be consulted for detailed program descriptions.

DEFINITIONS:

Non-Profit Organization means a not-for-profit group or organization registered with the Canada Customs and Revenue Agency, whose membership is not restricted and consist of residents from the City of Guelph.

Youth Group means an approved youth group of which 80% of members reside in Guelph and where membership is open to all City of Guelph youth.

School Groups will be recognized Monday to Friday only during the school year September to June. A school group means students accompanied by teaching staff or participating in a recognized school program.

Resident means a person who resides or owns property in Guelph.

Payment can be made by cheque, cash, debit, credit card or bank draft. Payment for programs and permits is due upon registration and application respectively, market fees are due on market day, catering fees are due at the time of placing the order, rental fees and associated costs are due as per the contract and all other fees are due at time of purchase.

Refunds and Service Rentals

Security will be provided by the City of Guelph and is required for any alcohol licensed event. All additional cost will be charged to the rentee.

Age:

Infants/Tots/Tiny Tots	Under the age of 3
Child	3 to 12 years of age inclusive
Youth/Teen	13 to 18 years of age inclusive
Adult	19 to 54 years of age inclusive
Senior	55 years of age or older
Family	Children under the age of 19 and a maximum of two Adults who reside in the same household

Schedule 1

City of Guelph By-law Number (2007)-

Community Services

Rates and Fees (Cont'd)

Program Refunds

1. A full refund will be issued for all courses cancelled by the Community Services Group. A class cancelled due to insufficient enrolment may be transferred, free of charge, to another program – subject to availability
2. Requests for refunds or credits based on withdrawal must be received five (5) business days prior to program commencement.
3. Except for refunds given in accordance with item #1, all refunds are subject to a \$10.00 administration charge calculated per person, per program.
4. If you would like to avoid the administration charge, the Community Services Group will credit the eligible amount to your Community Services account. This credit may be used when registering for another course offered by the Community Services Group within one (1) year.
5. Prorated refunds will be issued for medical reasons only with a doctor's certificate, providing notification is received no later than halfway through the program, providing certificate is brought in prior to the end of the program Credits only will be issued for one (1) day courses and workshops.
6. No refunds will be issued for Seniors' day trips.

Schedule 1

City of Guelph By-law Number (2007)-

Community Services

Rates and Fees (Cont'd)

CONDITIONS/POLICIES OF RENTAL FOR FACILITIES

- 1 **Single event reservations** shall be paid in advance.

- 2 **Year-round/seasonal reservations:** Approved organizations with year-round or seasonal programs in the City facilities shall pay on the last day of the previous month for the following months bookings.

Failure to fulfill these conditions could result in loss of rental, interest charges and/or the invoice being sent for collection.

- 3 **Cancellation of reservation: (see below for ice)**

All rentees can cancel five business days in advance of their time booked.

A 100% refund will be given to groups who have cancelled with five business days advanced notice. Rentees with less than five business days notice will receive a credit on account less a cancellation fee of 10% or minimum \$10.00. Credit to be used in one year from date of cancellation.

The City of Guelph will not be held responsible for any failure to provide facilities due to Circumstances beyond its control.

The only time facility bookings are cancelled is when the City of Guelph closes a building or an outdoor facility. A credit or refund will be given.

- 4 **Cancellation of Ice reservation:**

Approved youth groups can cancel 10% of their regular bookings during playoffs.

All groups can cancel ten business days in advance of their time booked. A 100% refund will be given to groups who have cancelled within 10 business days in advance. Groups with less than 10 days notice will be refunded 50% of their rate.

The City can cancel bookings 48 hours in advance.

- 5 **Conditions of Use:**

Municipal Facilities are SMOKE FREE.

Alcohol is not permitted in or on any Municipal Facilities unless a Special Occasion Permit is provided.

All groups and/or individuals booking facilities must read and adhere to the Risk Management Alcohol Policy and sign necessary forms.

No commercial selling allowed in any Municipal facilities.

An agreement does not permit the subletting of the facility.

The Security person/ facility operator/receptionist on duty represents the Lessor.

Dressing Rooms - Youth participants using dressing rooms are to be supervised at all times.

Facility Manager may cancel the Lessee with a written notice within 48 hours of rental date should a special attraction take place at the facility.

- 6 **Financial responsibility for damages/clean-up:** Users of City facilities shall be financially responsible for damages/vandalism/extra clean up caused by them.
- 7 **Security, supervisors and maintenance:** All groups shall pay full costs of security, supervisory or maintenance services where required. Security is required for all licensed and large parties or groups. Number of security will be determined by the type, size and place where the event is being held.
- 8 **Grant/credit privileges** to approved youth groups who rent facilities are applicable to organizational meetings and group oriented activities only.
- 9 **Issuance of receipts:** an official receipt shall be issued for all payment for City Services.
- 10 **Extra requirements:** listed rental rates are for basic facility. Extra requirements will be at cost to the rentee.
- 11 **Damage deposits:** All City facilities are subject to damage/clean-up deposits. Damage/clean-up deposits vary between \$100.00 and \$1,000.00 and are determined by: group size, facility, user history and whether the event is licensed.
- 12 **All groups and/or individuals** booking facilities must sign a contract and/or permit for rental.
- 13 **Credit/refunds for ice time or sports fields** will be given on the following basis only:
The rentee refuses to use the facility due to unsuitable surface conditions and the facility Attendance / supervisor on duty are in agreement with this.
- 14 **Cancellation of booked time during play offs:** In the month of March, approved ice user groups may cancel up to 10% of their committed ice time, provided the request is made in writing. Outdoor sport fields may also cancel committed time for playoffs in September provided the request is made in writing
- 15 **Tournament reservations:** The Recreation Department will consider facility reservations for tournaments on a first-come, first served basis in accordance with the following ranking:
(i) National level of competition, (ii) Provincial level of competition, (iii) Regional level of competition,
(iv) City/local level of competition.
- 16 **There are specific policies** relating to facilities that can be made available to users.

Approved Youth Groups receive 47.5% subsidy on facility and outdoor rentals.

A \$35.00 administration fee will be charged for NSF cheques.

Schedule 2

City of Guelph By-law Number (2007)-

CORPORATE SERVICES

1.) City Clerk's Office

Birth or Death Registration	\$25.00
Issuance of Marriage License	\$120.00
Travel Birth Letter	\$25.00
Commissioning - Regular	\$25.00
Commissioning - Three or more signatures	\$50.00
Commissioning - Permanent Resident Card	\$50.00
Municipal Information Form - Review/circulation of	\$25.00
Liquor License Form for facilities/ operating an indoor or outdoor area	
Photocopies made for the Public	\$0.25/copy (Minimum \$2.00)
Marriage Ceremonies (Book space rental at Evergreen)	30.00
Council subscriptions:	
Mailing Charge for (a), (b) or (c)	\$12.00 per month (in addition to subscription fee)
a) Summaries plus Council Minutes:	\$105.00 per year
- Council Agenda – including:	
- Council minutes, Standing Committee Reports	
- Consent Agenda, By-Law Listing	
- Standing Committee Agendas – no attachments	
b) Council Agenda Package	\$285.00 per year
- Council Agenda including attachments (not including addendum)	
- Standing Committee Agendas - no attachments	
c) Complete Package	\$475.00 per year
- Council Agenda including attachments (not including addendum)	
- Standing Committee Agendas including attachments	
- Weekly Information and Referral Packages	
Council agenda (purchase at counter)	\$10.00 each
Committee agenda (purchase at counter)	\$5.00 each

Notes:

- 1) GST is not included in the above fees
- 2) Payment is by cash, cheque or debit
- 3) Payment is due in advance

Schedule 2 (Cont'd)

City of Guelph By-law Number (2007)-

CORPORATE SERVICES

2.) Legal & Realty Services

Compliance letter with respect to Easements	\$50.00
Application to Delete Restrictive Covenants – preparation	\$100.00
Transfer (with respect to re-conveyance) – preparation	\$100.00
Transfer – preparation	\$100.00
Transfer Easement – preparation	\$100.00
Transfer Release & Abandonment of Easement – preparation	\$100.00
Amending Agreement with respect to Development Covenants & Restrictions – preparation	\$100.00
Release of Agreements – preparation	\$100.00
Other Agreements – preparation	\$100.00
Photocopies	\$.25/copy (\$2.00 minimum)

Notes:

- 1) The above-noted fees do not include the search and registration costs in the Land Registry Office, which costs are set by the Province and are in addition to any fees imposed by this By-law
- 2) Fees do not include GST and are payable by cash or cheque only. Fees are payable at the time when the application or request is made.

Schedule 3

City of Guelph By-law (2007)-

COMMUNITY DESIGN & DEVELOPMENT SERVICES

Copy of Engineering Drawings and Plans sheet	\$5.00 per 24" x 36"
Copy of Engineering Contract/Tender	\$50.00 each
Copy of Engineering Part B Contract Specifications	\$50.00 each
MOE Environmental Assessment: Phase I Background Search (Letter only, with pertinent information)	\$50.00 each
Photocopies made for Public	\$.25/copy (\$2.00 minimum)

Notes:

- 1) Fees are due upon request of the service
- 2) Fees are non-refundable, provided however that in respect of item #3 above, no person, partnership or corporation shall be required to purchase more than one copy of Engineering Part B Contract Specifications in any given calendar year and if more than one copy of the document is inadvertently purchased in any given calendar year, the person, partnership or corporation may upon returning the document in its original condition receive a full refund of payment made for that copy
- 3) Payment is accepted by cash or cheque

Schedule 4

City of Guelph By-law (2007)-

FINANCE

Issuance of Tax Certificate	\$40.00
Administration Fee for NSF Cheque (fee applicable in relation to cheque received by any City Department)	\$35.00
Duplicate copy of a City of Guelph Receipt	\$20.00

Notes:

- 1) Tax Certificate Fees
 - Payable in advance by cash or cheque
 - Fees are non refundable after the certificate is issued
- 2) NSF and Duplicate Receipt Fees
 - Payable immediately by cash or cheque

Schedule 5
City of Guelph By-law (2007)-

OPERATIONS

1.Operations – Parking

		<u>Hourly Rate or Portion thereof</u>
		<u>Monday to Friday</u>
WILSON ST. LOT	8AM – 10 AM	\$0.50
WILSON ST. LOT	10AM – 4PM	\$1.00
WILSON ST. LOT	4PM - 6PM	\$0.50
WEST PARKADE	8AM – 10 AM	\$0.50
WEST PARKADE	10AM – 4PM	\$1.00
WEST PARKADE	4PM – 6PM	\$0.50
MACDONELL ST. LOT	8AM – 10AM	\$0.50
MACDONELL ST. LOT	10AM – 4PM	\$1.50
MACDONELL ST. LOT	4PM – 6PM	\$0.50
BAKER ST. LOT	8AM – 10AM	\$0.50 – see Note 11
BAKER ST. LOT	10AM – 4PM	\$1.50 – see Note 11
BAKER ST. LOT	4PM – 6PM	\$0.50 – see Note 11

PUBLIC PERMIT FEES

	<u>Monthly Rate</u>
EAST & WEST PARKADES	\$55.00
MACDONELL ST. LOT	\$60.00
WILSON ST. LOT	\$55.00
FOUNTAIN ST. LOT	\$35.00
BAKER ST. LOT	\$60.00
CARDIGAN ST. METERS	\$32.00
PRIORY ST. METERS	\$35.00
NORWICH ST. METERS	\$20.00
ARTHUR ST. LOT	\$30.00
WOOLWICH ST. METERS	\$32.00
DIPLOMAT LANEWAY	\$55.00
FARQUHAR ST. METERS	\$40.00
NEEVE ST. LOT	\$45.00
CARDEN ST. METERS	\$50.00
BAKER ST. METERS	\$60.00
COMMERCIAL STREET METERS	\$55.00
FARQUHAR EAST 2 HOUR EXEMPT	\$40.00

OTHER PERMIT FEES

PERMIT DEPOSIT	\$25.00
PERMIT ADMINISTRATIVE FEE	\$35.00
PERMIT REPLACEMENT FEE (due to normal wear & tear)	\$0.00
PERMIT REPLACEMENT FEE (all other replacements)	\$25.00

Schedule 5
City of Guelph By-law (2007)-

OPERATIONS

1.Operations – Parking (Cont'd)

ADVERTISING FEES (ELECTRONIC MESSAGE BOARD ADVERTISING AT West Parkade, GST is extra)

WEST PARKADE

GREETING MESSAGE \$15.00 (includes set up fee, displayed for 48 hours max, no Additional Administration Fee applies)

ADMINISTRATION FEE \$35.00 (incl. set up fee, applies to all weekly, monthly or yearly advertising, n/a to advertising displayed for max of 48 hours) *GST included

WEEKLY	\$32.00
MONTHLY	\$120.00
YEARLY	\$1000.00
CHANGES TO MESSAGE (after set-up is complete)	\$25.00

ADDITIONAL FEES

ADMINISTRATION FEE	\$35.00 (applies to all invoicing)
BY-LAW PHOTOCOPIES	\$5.00
TOWING UNDER CITY BY-LAW – ADMIN FEE	\$20.00 (GST IS EXTRA)
METER BAG FIRST DAY	\$15.00
METER BAG 2 nd day and thereafter	\$10.00
FLEET PERMITS YEARLY FEE	FORMULA – (see note 10)
SHORT TERM LOT PERMIT (up to 7 days parking)	\$5.00 PER DAY

2 HOUR TIME EXEMPT PARKING PERMIT* \$24.00 + APPLICABLE TAXES
PER YEAR * To exempt residents by block face from the 2 hour time limit

OVERNIGHT PARKING PERMIT*\$208.00 + APPLICABLE TAXES PER YEAR
*To exempt residents by block face from the overnight parking restrictions – (criteria must be met)

Notwithstanding any other provision of this By-law or of any Schedule hereto, the following fees shall apply to NSF cheques relating to parking ticket payments:

NSF CHEQUES (PERMITS)	\$25.00
NSF CHEQUES (PARKING TICKETS)	\$50.00

Schedule 5
City of Guelph By-law (2007)

OPERATIONS

1.Operations – Parking (Cont'd)

PRIVATE PROPERTY ENFORCEMENT

Rates for City staff to enforce City Parking By-laws by Agreement on Private Property	Fee per year
1-20 parking spaces	\$1,000.00 plus GST
21-59 parking spaces	\$1,500.00 plus GST
60+ parking spaces	\$2,000.00 plus GST

NOTES:

1. Parking Lot hourly fee – payable upon parking by cash.
2. Public Permits – payable monthly by post-dated cheque (to be provided in advance for the year) or pre-authorized deduction. Payment deducted 1st first banking day each month.
3. Overnight and 2 hour parking permits – first year is payable before the permit is issued. Pro-rate fee from start month until year end (December 31) for overnight permits only. Both permits automatically renewed every January unless written notice from permit holder 30 days prior to cancelling.
4. Hourly rates for meters – pay cash when you park.
5. Unless otherwise stated, fees include all applicable taxes.
6. Unless otherwise stated, no fees are refundable.
7. The Permit Deposit will be returned to the permit holder upon return of the permit to the City in good condition. Payments made for Permits are non-refundable.
8. Payments shall be made by cheque, draft, cash, credit or debit cards.
9. Permit deposit, Administration and Replacement Fees are applicable to all public permits.
10. Formula is: (Percentage of time fleet vehicles are in downtown area based on 302 days per year X number of vehicles in fleet X current meter rate) less 30 % discount plus applicable taxes.
11. Parking Lot hourly fee – for Baker St. Lot, between the hours of 10AM and 4PM, the rate will be prorated based on the ½ hour (ie. the charge for 15 minutes of parking is ½ of the per hour rate).
12. EAST PARKADE – Permit parking only Monday to Friday. Free for public after 5pm Monday to Friday and weekends.
13. EAST PARKADE SURFACE LOT – same as West Parkade
14. G.S.E.C. meters - \$1.50 per hour, \$0.50 minimum purchase, Monday to Saturday 9am-6pm.

**Schedule 5
City of Guelph By-law (2007)-**

OPERATIONS

2. Traffic Services

Review/process application for Oversized Load Permit	\$10.00
Review/process application for Special Events Permit	\$10.00 + \$100.00 deposit
Traffic Count	\$5.00
Traffic Count Map Booklet (Annual Average Daily Traffic)	\$15.00
Service Club Sign Advertising	\$108.00 per year
Collision Stats	\$25/hour

Notes:

- 1) All fees include GST
- 2) Payment for Service Club signs are payable within 21 days of receipt of invoice
- 3) All other fees are payable immediately when service is requested or application submitted
- 4) Payment must be by cash or cheque
- 5) The \$100 deposit for Special Event Permits is non refundable if the City must repair damage or remove litter resulting from the event.

Schedule 5
City of Guelph ByLaw Number (2007)-
OPERATIONS

2007

Norm Jary Splash Park

Per person	1.75
Adults 14+ accompanying a child	-
Rental of facility (Private rental 9 am to 11am - Splash Pad only) (Per Rental)	41.50
Reserve Picnic Area adjacent to Splash pad (after 11 am) (Per Rental) PLUS	12.38
Per child fee	1.75

Hanlon Creek Splash Park

Per person	1.75
Adults 14+ accompanying a child - NO CHARGE	-
Rental of facility (Private rental 9 am to 11 am - Splash Pad only) (Per Rental)	41.50
Reserved Picnic Area at Splash Pads (after 11 am) (Per Rental) PLUS	12.38
Per child fee	1.75

Riverside Park

Carousel, train - per ticket	1.75
Amusement Rides (Carousel/Train - 1 operator) (per hour)	130.37
Amusement Rides (Carousel/Train - 2 operators) (per hour)	251.16

Outdoor Sports Facilities

TERMINOLOGY: a season will run from May 1 to October 31st - ground conditions permitting

Administrative booking fee

League (Per Season)	152.95
Team (Per Season)	32.58
Individual (Per Game)	11.50
Dressing rooms for games (all locations) (per game)	27.98
Dressing rooms for tournaments(all locations) (per tournament)	54.93
Open or close a facility (8:00am to 4:00pm)(Staff cost per hour)	30.08

Guelph Lake Facilities - Baseball Diamonds Unlined

1 facility (per game)	48.44
2 facilities (per game)	64.09
3 facilities (per game)	81.10
4 facilities (per game)	95.38

Tournament

1 facility (per tournament)	139.93
2 facilities (per tournament)	189.04
3 facilities (per tournament)	239.50
4 facilities (per tournament)	288.37

Lighted facilities - light charges per game

Softball - Lyon Park	64.09
Softball - Guelph Lake	64.09
Softball - Exhibition A1	64.09
Baseball - Hastings Stadium	129.45
Baseball - Joe Kaine C7	64.09
Larry Pearson Complex	64.09
Soccer - Centennial Enclosure	110.67
Soccer/football/rugby - Guelph Lake	64.09

User Fees - open sport fields per game

Softball, volleyball, baseball, basketball, cricket, tennis	20.60
Soccer, football, rugby, field hockey, field lacrosse, Australian football, ultimate frisbee	23.78

Per Tournament

Softball, volleyball, baseball, basketball, cricket, tennis	59.55
Soccer, football, rugby, field hockey, field lacrosse, Australian football, ultimate frisbee	69.76

Premiere Fields per game (Lights and lining of fields not included)

Larry Pearson Park LP1 or LP2	31.58
Exhibition Park A1	31.58
Larry Pearson Park LP3	63.19

Per Tournament

Larry Pearson Park LP1 or LP2	87.68
Exhibition Park A1	87.68
Larry Pearson Park LP3	175.40

Enclosed Facilities - per game

Soccer - Centennial Enclosure incl. lining	116.32
Baseball - Hasting Stadium incl. lining & raking	164.39

Outdoor Sports Facilities**Per Tournament**

Soccer - Centennial Enclosure incl. lining	222.72
Baseball - Hasting Stadium incl. lining & raking	241.80

Other fees: per game**Field/Diamond preparation:**

Rake any diamond	59.55
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Lining:

Baseball/Softball	62.02
Rugby	261.66
Soccer	98.86
Field Hockey/Lacrosse	165.55
Football	507.21

Miscellaneous

Metal Detecting Permits	5.61
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Picnic Areas at Riverside Park

Small Shelter (green) 8 am to 2 pm (per rental)	48.60
Small Shelter (green) 2:30 pm to dusk (per rental)	48.60
Small Shelter (green) full day - 8 am to dusk (per rental)	75.00
Large Shelter (red) 8 am to 2 pm (per rental)	63.40
Large Shelter (red) 2:30 pm to dusk (per rental)	63.40
Large Shelter (red) full day - 8 am to dusk (per rental)	96.03
Guelph Lake Picnic Shelter (Beer Tent with licence) (per hour)	70.81
Guelph Lake Picnic Shelter (per hour)	33.61

Amusement Rides

Paddle boats - per ticket	1.75
Ride 'n' Splash Pass (May to September up to 5 family members)	70.09

Concert Shell

Facility includes hydro & washrooms (rental up to 7 hours with 4 hour minimum)	97.40
Facility including hydro (special events)	161.49
Royal City Park Gazebo - Session up to 4 hours or less (Rate per session)	55.87



City of Guelph

Information Report

CORPORATE SERVICES

TO: FINANCE, ADMINISTRATION & CORPORATE SERVICES COMMITTEE

DATE: March 7, 2007

SUBJECT: CIVIC ADMINISTRATION CENTRE COMPLEX UPDATE REPORT

RECOMMENDATION

THAT this report be received for information.

BACKGROUND

This report has been prepared to provide the Finance, Administration & Corporate Services Committee with an update on the work currently in progress on the Civic Administration Centre Complex.

REPORT

The key highlights related to the work in progress of the Civic Administration Centre Complex are provided in Attachment 1. The current total number of Change Orders on the project are 15, at a cost of \$343,661. This is within our contingency budget of \$1,624,900, which was set at 5% of the Civic Administration Centre construction costs. Some of the Change Orders to date were necessary because of factors that were unknown at the time of contract award. Such factors are not unusual in redevelopment projects, hence the need for a large contingency.

The design for the signage for the Civic Administration Centre Complex will be finalized within the next few weeks (Attachment 2).

On January 23, 2007, Council passed a resolution that \$100,000 be included in the 2007 Tax supported Capital Budget as seed money for improvements to the Civic Administration Centre public space.

At an information meeting for Council members on January 31, 2007, it was suggested that a possible improvement to the Civic Square might be an outdoor skating rink. To review this option as a potential upgrade to the Square, it would cost the City about \$15,000 to have the Consultant team investigate and provide a cost estimate. The time line to do this investigation would be about three months. Other options for the square are listed in Attachment 3, the Donor Package Summary. All of the items listed in the package are included in the current contract except for, the relocation of the Blacksmith Fountain, the three-storey living wall, and the interior benches at the heritage wall.

Under the current construction schedule, site work for the Civic Square will commence on June 4, 2007, and will be completed by September 28, 2007.

Preparation of a thorough investigation, cost estimate, and design of a skating rink is expected to take about six months to complete. This would delay the start of the Civic Square work.

An alternative would be to proceed immediately with design, without investigation or cost estimate, which would not impact the commencement of Civic Square work but would affect the completion date.

In either case, it would be necessary to confirm funding sources for the design and construction costs (preliminarily estimated at about \$1.7M if started immediately and completed under the current contract, and up to about \$2.3M if a decision is delayed three months) and the increased annual operating costs associated with a rink. All estimates are in today's dollars and escalation would have to be added if the project was put off more than a year.

The public was consulted in October 2005 and the results of their input are summarized in Attachment 4. The Design Committee incorporated the comments for the Public Outdoor Space, with enhanced landscaping, but without a rink.

CORPORATE STRATEGIC PLAN

To have exemplary management practices, to support our architectural heritage, and to strengthen our economic base.

FINANCIAL IMPLICATIONS

The project is currently tracking within the budget. Additional funding sources are to be investigated by the Mayor's Committee for special donor upgrades to the project.

CONSULTATION/CONCURRENCE

A Great Place to Call Home

All departments have provided valuable input and advice through the final stages of revised floor plans and signage design.

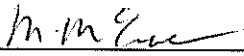
ATTACHMENTS


Attachment 1 – Summary from City's Project Manager MHPM.

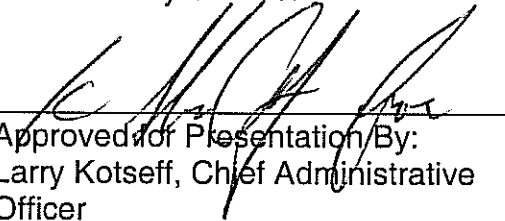
Attachment 2 – Signage design.

Attachment 3 – Donor Package Summary

Attachment 4 – Public Open House Comments


Prepared By:
Murray McCrae, Manager Corporate
Property Service


Recommended By:
Lois E. Payne, Director of Corporate
Services/City Solicitor


Approved for Presentation By:
Larry Kotseff, Chief Administrative
Officer

Attachment 1.

Guelph Civic Administration Centre
Project Status Report
January 25, 2007

Project Progress Highlights:

- Basement excavation is complete;
- Construction of basement structure is in progress;
- Cleaning of Market Square Heritage Wall has commenced;
- Selective demolitions and restoration of the Firehall building are in progress.

Budget

- The Civic Administration Centre (CAC) is currently tracking on budget;
- The project budget for the Civic Administration Centre Building remains unchanged from the \$37,721,900 approved at the June 26, 2006 Council meeting.

Schedule:

- Current forecast for completion of the CAC is one (1) month behind schedule with projected move-in April 2008;
- Applying earned value management techniques, the schedule performance index is currently calculated at 0.63. This number indicates that the value of work completed is approximately 60% of the value of work scheduled to be complete to date. The City, MHPM and the consultant team will continue to look for schedule recovery opportunities.

Identified Project Risks:

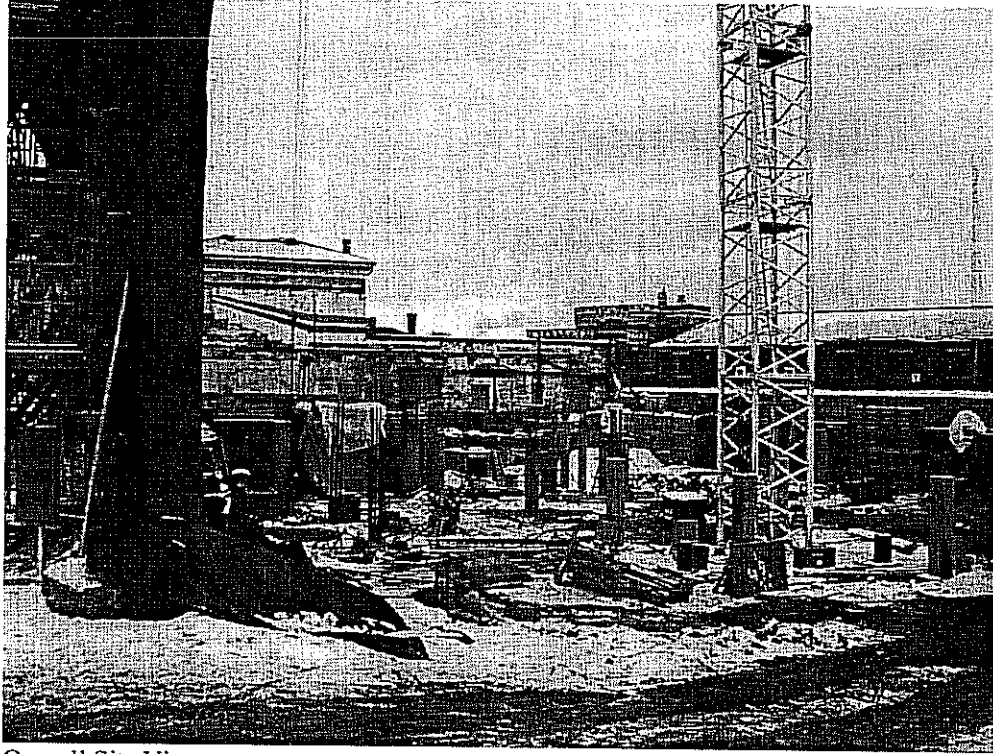
- Unforeseen site conditions have and will continue to have cost impacts. At this stage there is no further preventive action possible. Risks related to unforeseen site conditions will diminish once all work below grade level is completed.;
- Coordination with adjacent property owners has resulted in cost impacts. Requirements imposed by CN Rail on work to be completed along the mutual property line has resulted in increased costs. The City has negotiated an easement agreement with the Railway and the consultant team is currently reviewing the validity of claims submitted by the Contractor regarding incremental construction costs incurred by the contractor as a result of the coordination with adjacent property owners;

Objectives for coming month:

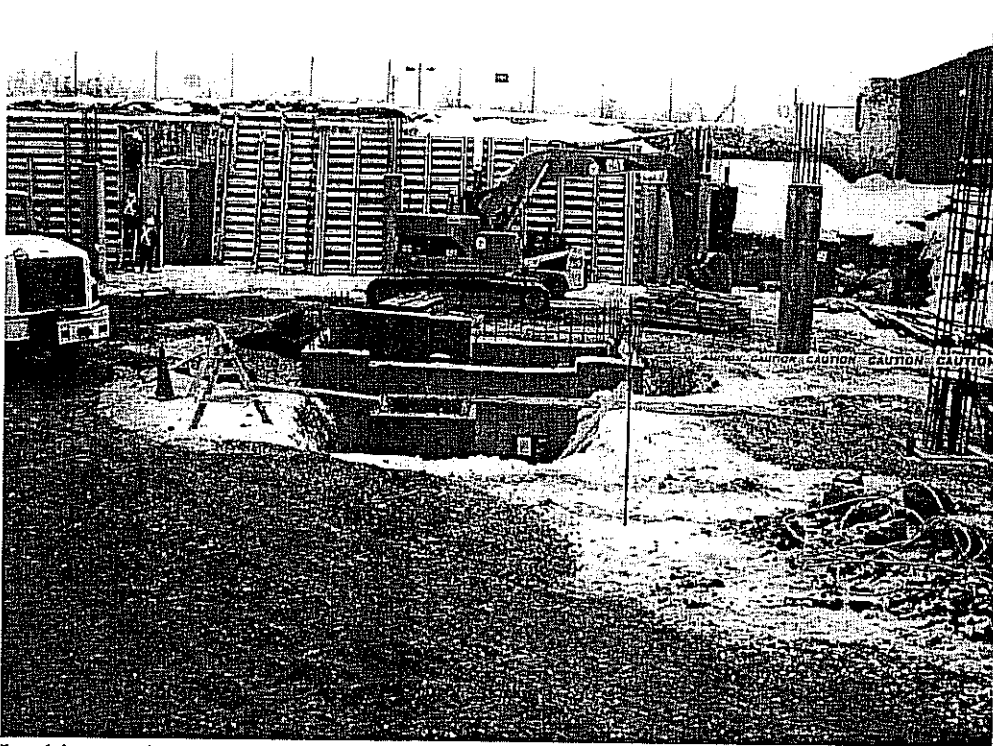
- Complete restoration work required at south wall of firehall building.
- Commence restoration work on North Heritage Wall.
- Commence construction of driveway to underground parking.
- Complete construction of basement structure.
- Pour basement floor slab.
- Commence steel erection on Northwest wing and in firehall
- Conclude discussions on contractors outstanding request for change orders
- Finalize strategy for reuse of existing furniture and determine new furniture requirements.

Progress Photographs / Drawings:

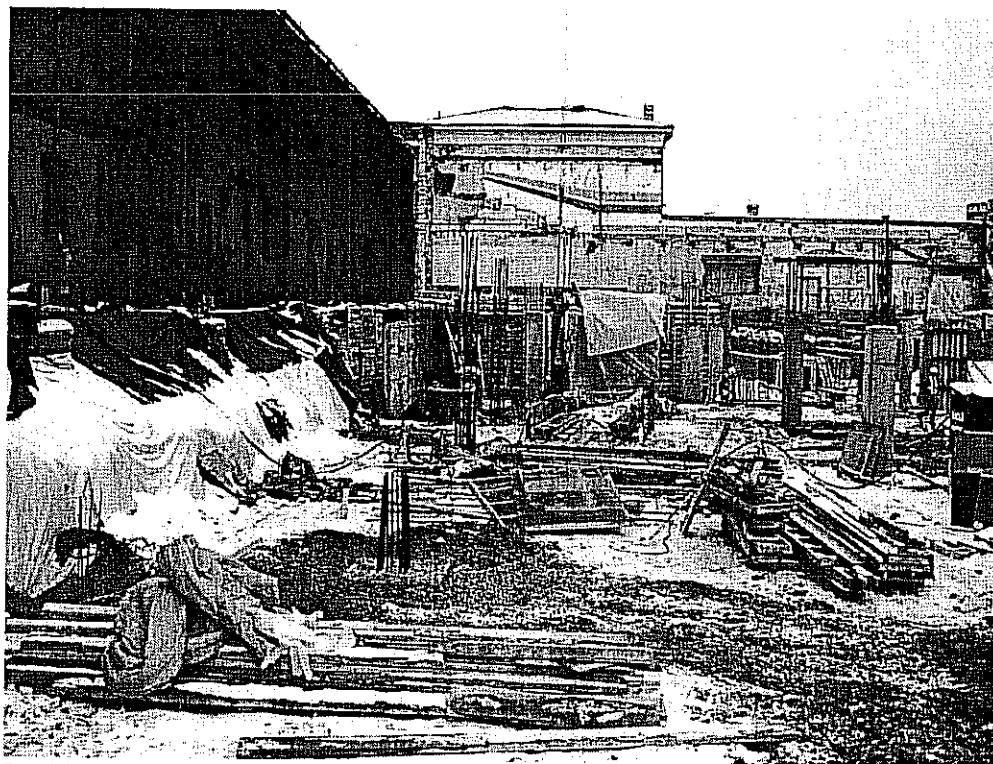
Site photos as of January 25, 2007



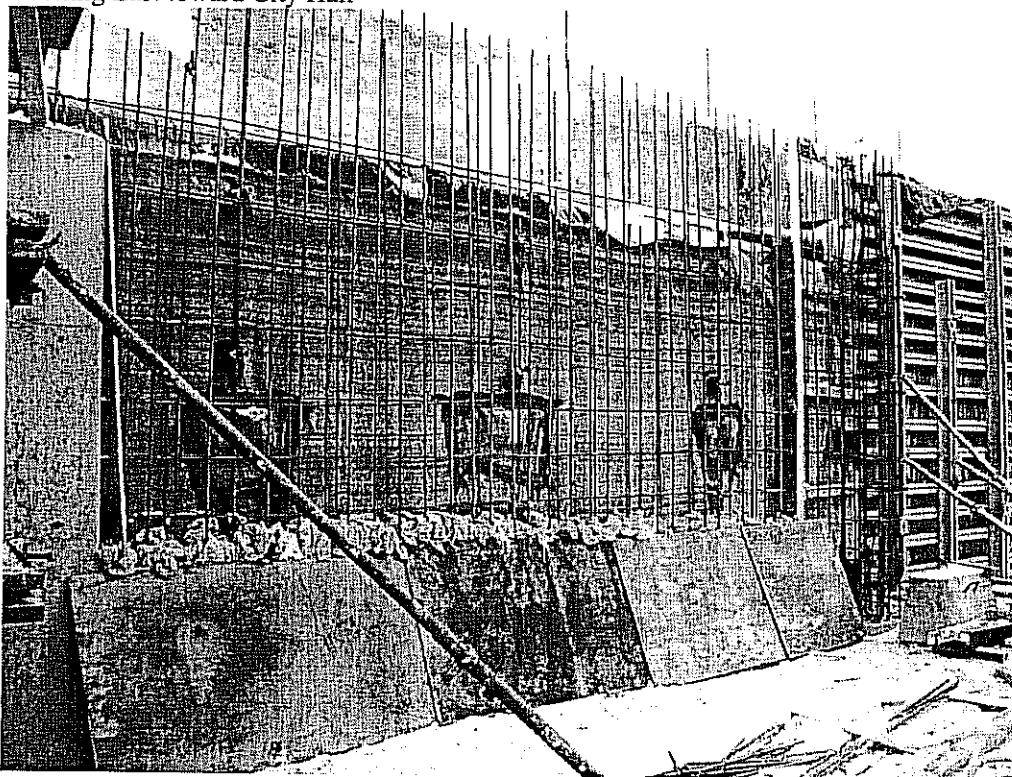
Overall Site View



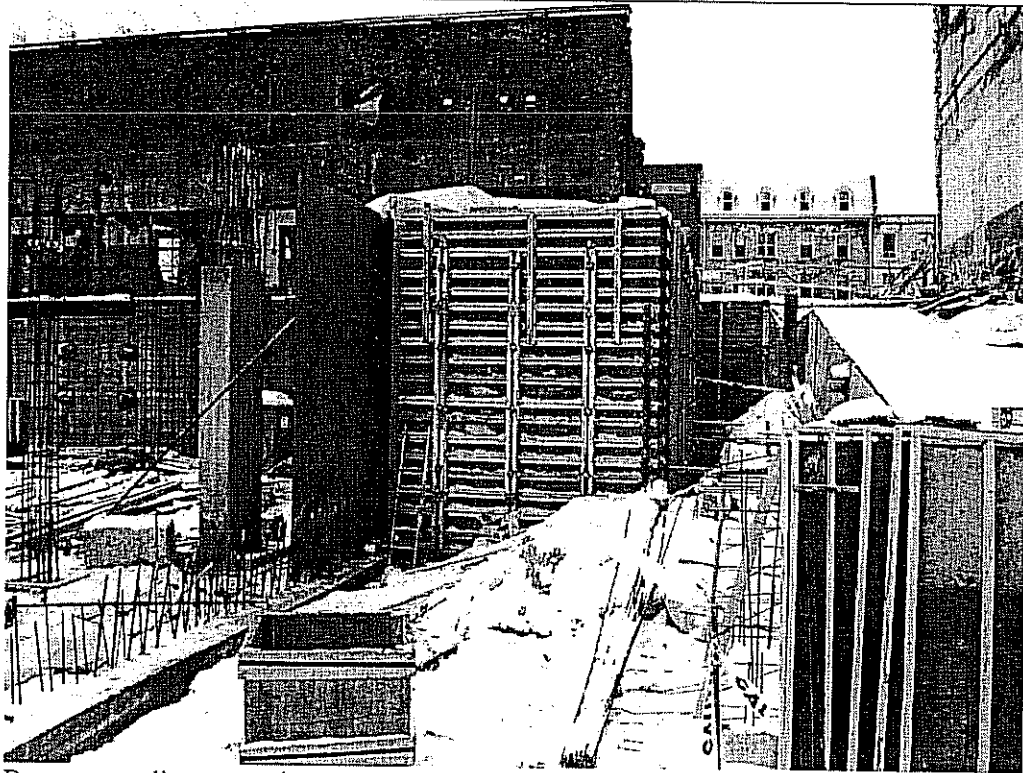
Looking south toward CN Rail track



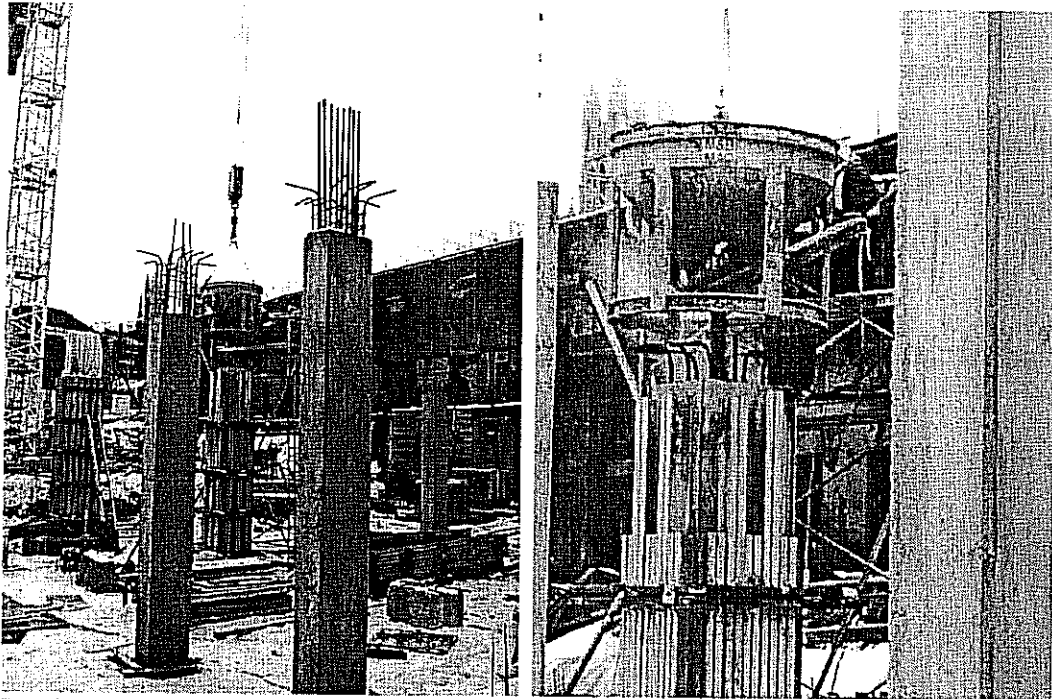
Looking East toward City Hall



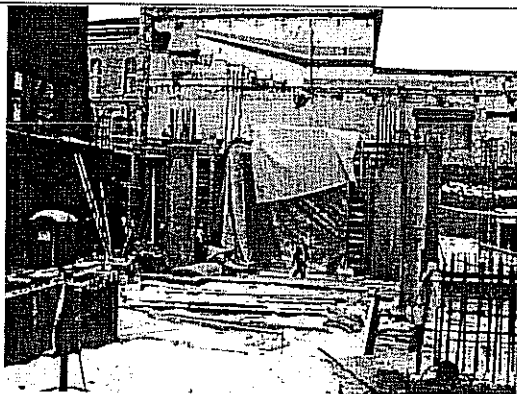
Reinforcing Steel for basement wall



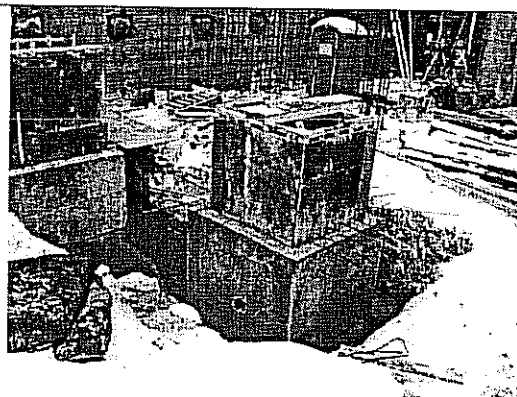
Basement wall construction



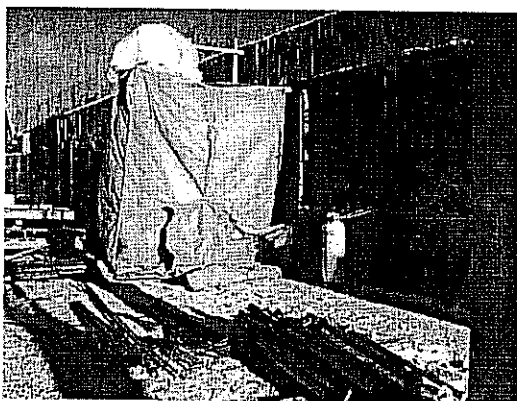
Pouring of Concrete Column



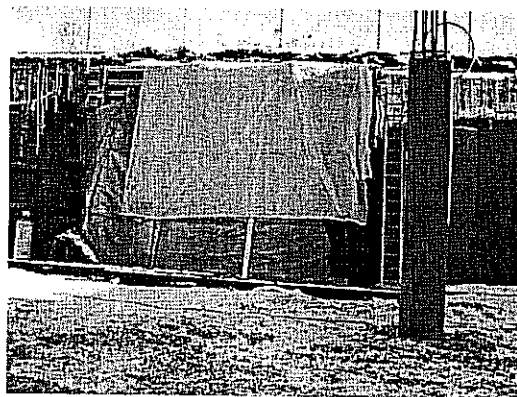
Erection of formwork for basement wall

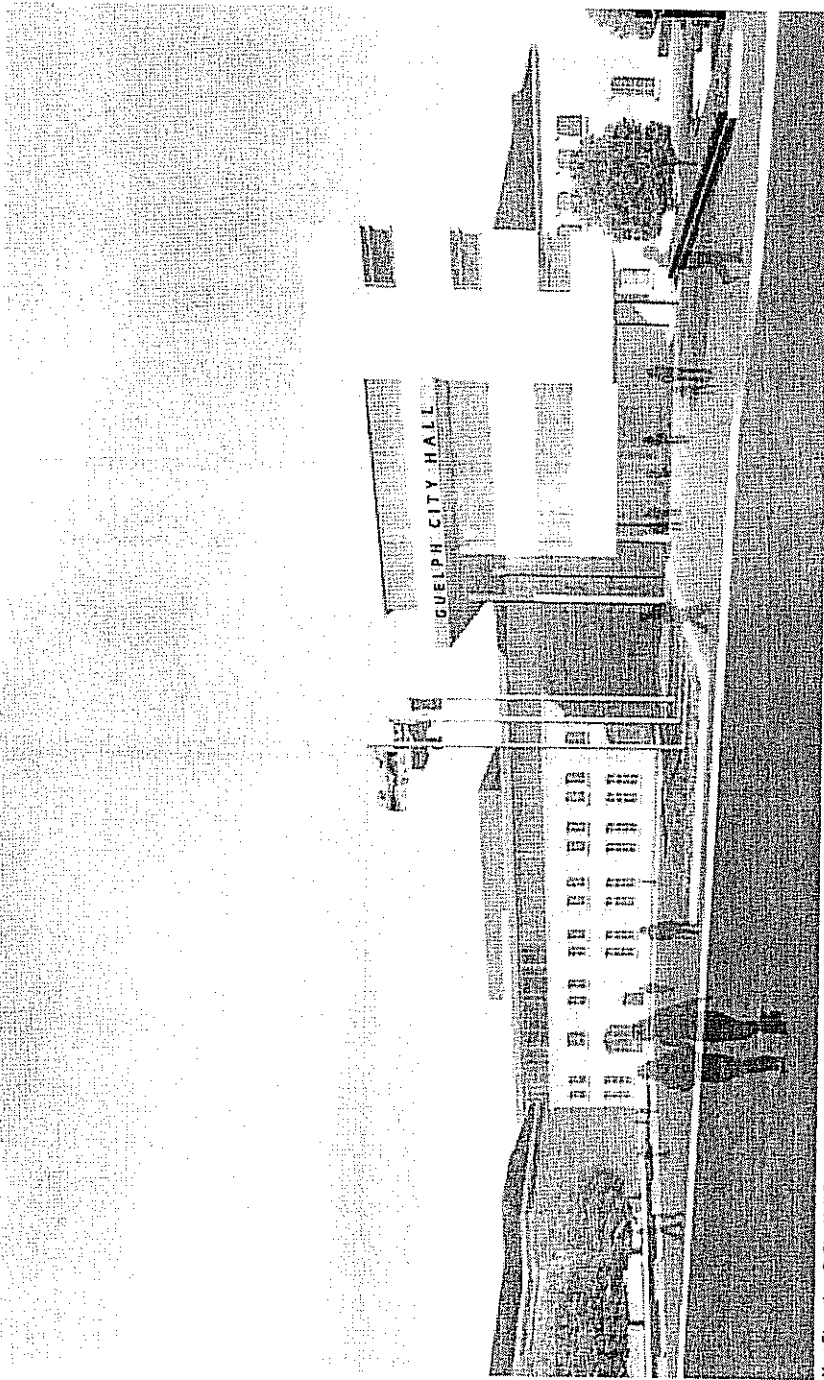


Basement mechanical room sump pits

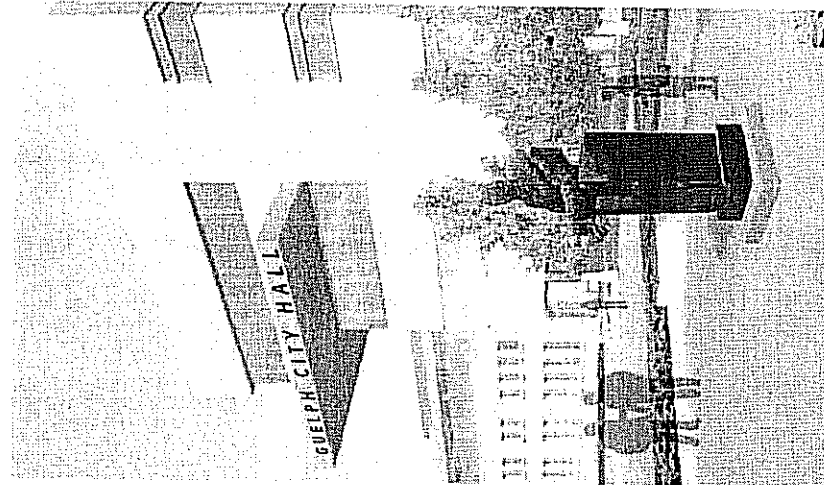


Tarped enclosures for heating of concrete



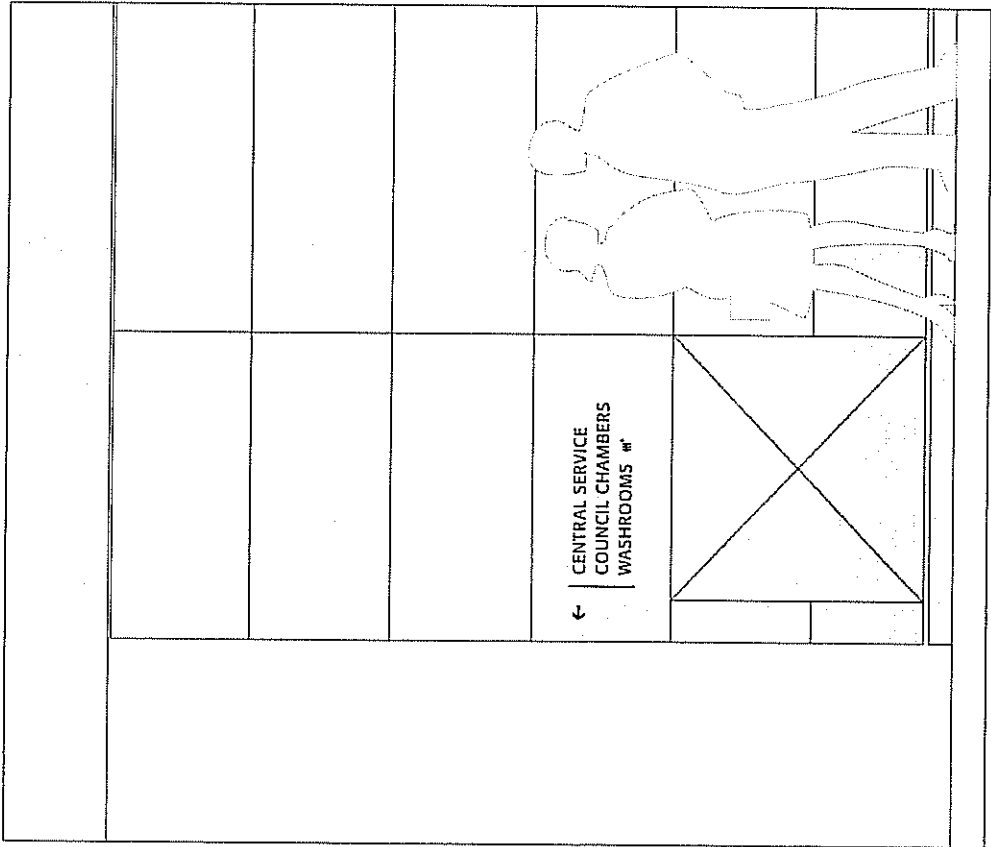


West Elevation @ City Hall Entry
(Shown as example only)
Scale NTS



West Elevation - Detail @ City Hall Entry
(Shown as example only)
Scale NTS

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NO.	DESCRIPTION	DATE	DESIGNER	DATE	REVISION
A	Issued for Review	12/07	Moriyama & Teshima	A3.2	Building Identification; City Hall
B	Issued for Review	1/08	Guelph Civic Centre and POA Courthouse	Jan 31, 08	Option 2 - Day
C	Issued for Review	1/10	GM	3	5
			REVISION BY	REVISION NO.	REVISION DATE
			RJ	698	A3.2-03
			Matric	As Shown	C



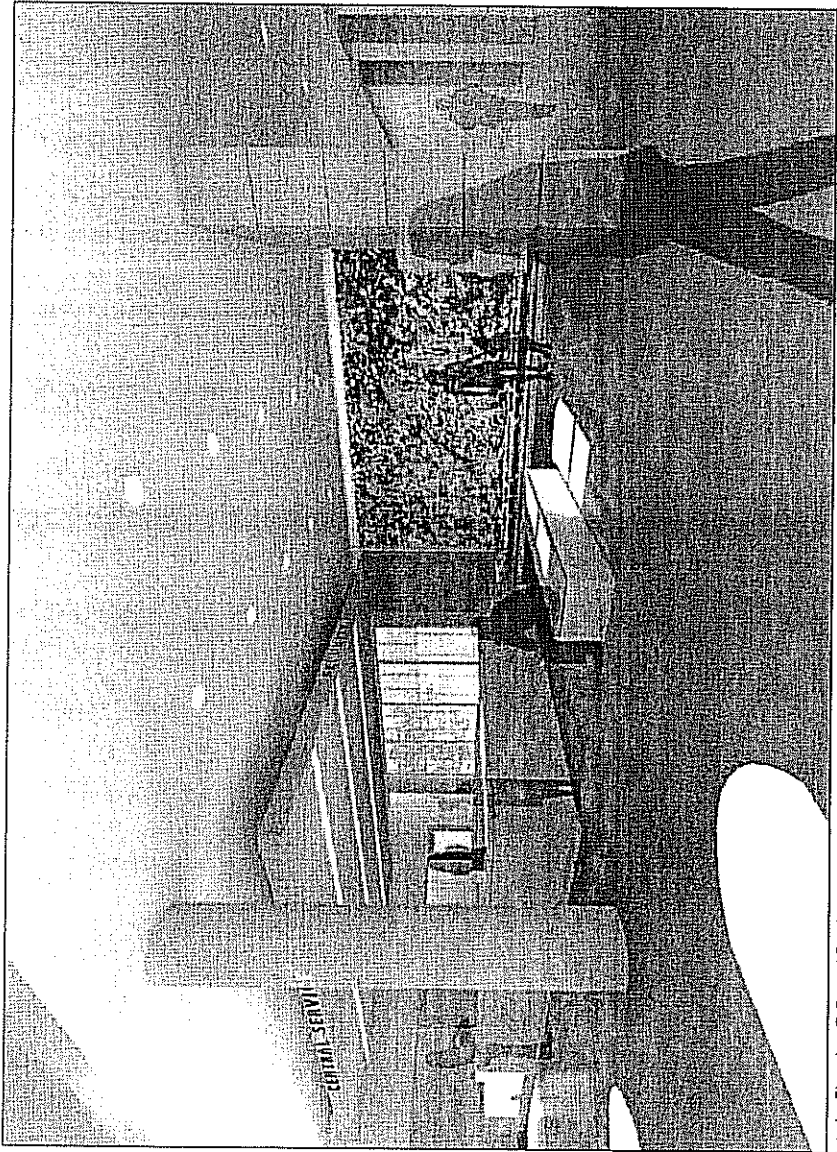
Elevation @ Galleria - Tourneim
(Shown as example only)
Scale 1:20



CENTRAL SERVICE COUNCIL CHAMBERS WASHROOMS

Front View
(Shown as example only)
Scale 1:5

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CENTRAL SERVICE

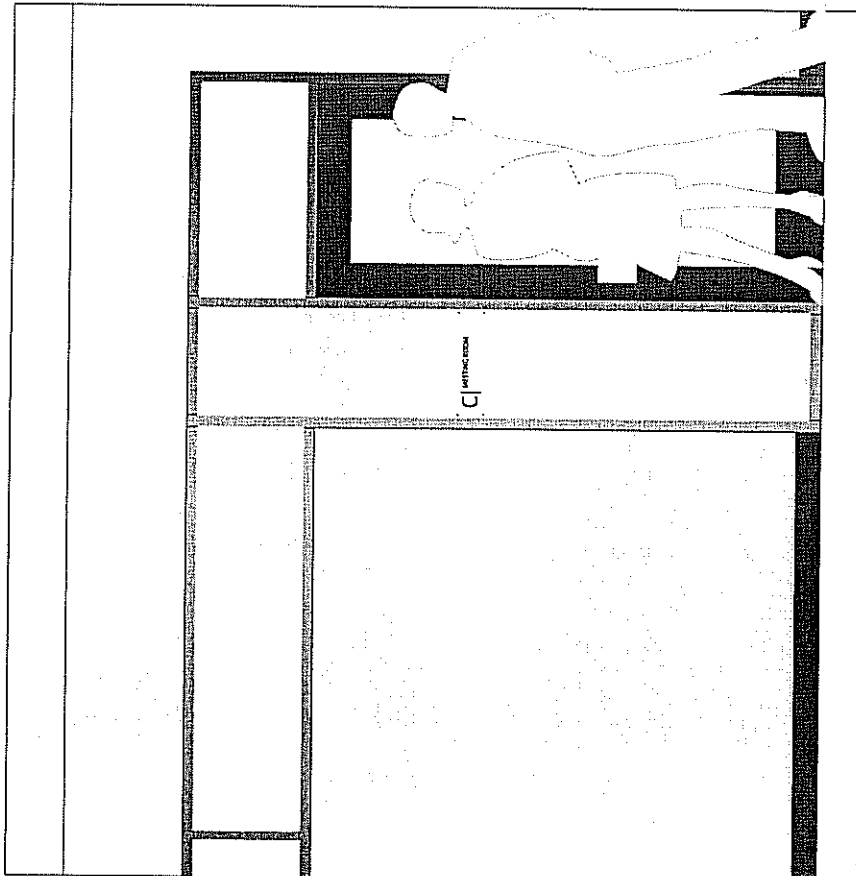
Front View
(Shown as example only)
Scale NTS

SECURITY

Front View
(Shown as example only)
Scale NTS

Interior Elevation @ Central Services Dusk
(Shown as example only)
Scale NTS

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REVISION	DESCRIPTION	DATE	BY
A	Issued for Review	1/1/07	
B	Issued for Review	1/1/07	
C	Issued for Review	1/1/07	
CLIENT		PROJECT	
Moriyama & Teshima		Central Service Desk	
Guelph Civic Centre and POA Courthouse		Jan 31, 06	
OWNER	DESIGNER	SCALE	DATE
GM	RJ	As Shown	1 1
PROJECT NO.		PROJECT NO.	
698		A5.2-01	
C		C	



Elevation @ Room 132 Entry
(Shown as example only)
Scale 1:20

C | MEETING ROOM

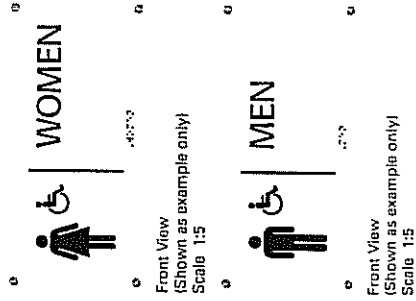
Front View
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Scale 1:5



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REV	DESCRIPTION	DATE
A	Issued for Review	07/07
B	Issued for Review	07/07
C	Issued for Review	07/07

CLIENT	Moriyama & Tashima	DATE	As Shown	DATE	698	REV	C
PROJECT	Guelph Civic Centre and POA Courthouse	DATE	As Shown	DATE	698	REV	C
DRAWN BY	CM	DATE	As Shown	DATE	698	REV	C
CHECKED BY	RJ	DATE	As Shown	DATE	698	REV	C
APPROVED BY		DATE	As Shown	DATE	698	REV	C



Elevation @ Washroom Entry
(Shown as example only)
Scale 1:20

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City of Guelph

Civic Administration Centre Project

DONOR PACKAGE SUMMARY

Item	Description	Expected Cost	Preferred Donation Amount
Civic Square			
Sportsmen Corner	This area west of the main entrance and north of the old firehall will include benches, bistro seating as well as other soft landscape features	\$1,458,600	\$250,000
Central Civic Square	This concrete and grass area immediately in front of the Civic Administration Centre will provide a beautiful public gathering place that will also be used for large public functions		\$500,000
Heakes Wall	This is the area in front of the old City Hall that will serve as the gateway into the new POA Courts facility. This area will include a combination of soft and hard landscaping.		\$250,000
Relocation of Blacksmith Fountain	The Blacksmith Fountain has a rich heritage with the City of Guelph. The bronze figure of a Blacksmith currently resides in the centre of Priory Square which is located to the west of the Co-operators building. The current location has significance in terms of the original location of the carriage factory however, the location lacks a public audience that the fountain deserves. The fountain may be better served if it were relocated to the Civic Square where there will be a constant public presence.		\$100,000
Green Roof	This green initiative would replace the conventional roof membrane with a soil and plant layer that would add to the buildings overall sustainability.	\$200,000	\$200,000
Courtyard Landscaping	This area in the centre of the building would include a patio area in addition to soft landscape elements.	\$85,000	\$50,000
Central Service Counter	The central service counter will be a focal point for the public. The majority of transactions will be handled here. The counter will include a facade of wood and granite transaction surface that will provide a warm and inviting atmosphere for the public.	\$45,000	\$45,000
Galleria Limestone	Limestone would be added in the Galleria area on the inside of the Heritage Wall.	\$150,000	\$150,000
Large Corporate Meeting Room	Corporate meeting rooms will be outfit with cutting edge audio visual technology that will allow for efficient meetings or training seminars. These rooms will incorporate elegant boardroom furniture to maintain a professional atmosphere.	\$260,000	\$200,000
Intermediate Corporate Meeting Room	Corporate meeting rooms will be outfit with cutting edge audio visual technology that will allow for efficient meetings or training seminars. These rooms will incorporate elegant boardroom furniture to maintain a professional atmosphere.	\$162,500	\$100,000
Living Wall (3 story)	The Living Wall consists of a perforated wall surface covered in plant material and recirculated water. The Living Wall is intended to filter indoor air and provide oxygen to building occupants. A Living Wall also acts as a natural cooling humidifier and is believed to improve psychological conditions of employees. This wall will be located adjacent to the central service counter in the primary public area of the facility.	\$200,000	\$200,000
Interior Benches at Heritage Wall	As part of the finishing touches to the Heritage Wall, benches will be installed at each of the windows in the Heritage Wall inscribed with the name of the donor who contributed towards the installation of the bench, and the preservation of the Wall.	\$30,000 for 9 benches	\$270,000
Total Donations			\$2,315,000

CONSOLIDATED COMMENTS

PUBLIC OPEN HOUSE
HELD OCTOBER 20, 2005
CITY OF GUELPH
CIVIC ADMINISTRATION CENTRE/POA COURTS

Public Outdoor Space	Excellent	Good	Fair	Total Comments Received
	7	13	3	23

Comments from those who thought the design was EXCELLENT

Sports centre, open area & garden well done
A public square is wonderful, but I hope it won't be all concrete.
A skating rink would be good to honour Memorial Gardens memory
Seems spacious and adaptable to many activities
Need open areas for assembly, but not cold/sterile/concrete space
Take care not make them into places where drug dealers congregate

Comments from those who thought the design was GOOD

Good use of public space
Tempted to say excellent but the civic square has potential to seem cold & inhospitable in a northern city. Must create some impression of enclosure to counteract this, ambience is a must for success
Almost too much public space
Too bad its split by a utilitarian driveway
Space under cantilever not a good use of space, people will gather underneath and could create congestion at the main entrance
Any grass?

Comments from those who thought the design was FAIR

Could use more greenery in the main courtyard, low planter boxes
The proposed design will not draw the public to come & enjoy the space
The area along Carden St. could be incorporated into more of a public space, that could include the farmer's market and more park land
There is plenty of space in front of the building to provide a skating rink
Maybe turn Carden into a one way street and have parking on one inside to make it pedestrian
Has there been any attempt to create a useable public space that provides various activity areas, seating/performance space, ice skating, landscaping etc.

Building Façade/Elevation	Excellent	Good	Fair	Total Comments Received
	6	6	6	18

Comments from those who thought the design was EXCELLENT

Gorgeous! Better represents Guelph's built heritage. Use of limestone walls key.
Like the integration of the historic building features

Comments from those who thought the design was GOOD

Wonderful, great, excellent but the new box is too big, looks to overwhelm the heritage wall.
Concerned that new façade extends too far
Like the retention of heritage features
Area underneath could be enclosed to create reception area
Make windows elliptical

Comments from those who thought the design was FAIR	
	Love the treatment of historic properties but the new addition is like a time warp to '70's civic structures, too bulky & heavy
	Like to see the new portion "softened"
	Mismatch of architectural styles is difficult to accept
	Where's the light & transparent motto of contemporary civic architecture
	Works the stone wall in well, only to crush one end of it with a heavy, stone covered (looking like concrete) massive 1950ish block with no design relationship to the stone wall, firehouse or old city hall
	The new building looks like a cliff overhanging & obscuring the entrance
	If there was another box for poor and unthoughtful I would have ticked that. The design shows no sensitivity to the surroundings to make a positive statement about Guelph or to the purpose of the building
	The rear elevation looks like it will tower over everything when the approach is already up a hill
	The floor plan is the same footprint all the way up, there is no imagination into terracing the façade or lessening the impact of such a tall central element
	No expression of public chamber on exterior
	Courtyard will be dark

Comments from those who did not rate the design	
	Like the concept of separating old & new except where they come together at the front
	Bring back the original cupola
	No sympathy for windows or roof
	60's rectangle overpowers scale of wall and diminishes the wonderful "firehall"
	Don't be afraid to use glass instead of limestone
	Totally lacking harmony in rush to make a different presence
	Why the great effort to be different?
	Elevations not sensitive to there surroundings, this would be a towering structure compared to the buildings around it
	The large block face is unacceptable. It looks like architects have placed a large building that was designed for another city and it on top of the existing "Heritage" stone façade

Public Access	Excellent	Good	Fair	Total Comments Received
	7	7	8	22

Comments from those who thought the design was EXCELLENT	
	Is the services counter to be also used by other levels of government - provincial & federal?

Comments from those who thought the design was GOOD	
	Like front open area and info desk
	Front entrance pronounced, easy to find and enter.
	Would like to see more barrier free seating in the Council Chambers
	Concerned about whether 175 seats is enough for Council Chambers

Comments from those who thought the design was FAIR	
	Use of wall for corridor is good
	Easily reached, clear movement inside but entrance under the huge mass - like entering a cave while still in the open air, oppressive
	If I have a parking ticket to pay, where do I park?
	Materials seem the antithesis to the dictates & mandates of public service (openness & transparency) & thus an apparent hindrance to public access
	This is okay, but we need more public oriented spaces. Grass would be nice, not just a mass of concrete in front of the building
	The circulation seems poor, particularly the access to the Council Chamber and the proximity to the washrooms
	Is the parking public?
	Info Services 4th floor? Won't they have major public access?

Comments from those who did not rate the design

Public access to Council Chamber contrived

General Comments

Very impressive
Applaud the intention to preserve, blend & compliment City Hall & historic stone wall
Thanks for the presentation, the design is very impressive and I like the incorporation of heritage features, gardens and public spaces
Love the initiative & treatment of historic properties
Council seating arrangement is great & leads to fair round table democratic discussion
Intention to obtain LEEDS Silver shows Municipal leadership
Reaches out and invites public
Main entrance location is good
I like it!
Happy to see Guelph moving forward on a new Civic Centre
Let's go and see this followed through
Scale of building fits into streetscape and City's downtown. Good Job!
Thank you for promising to restore the interior spaces to their past glory. Our city heritage is our treasure and must be kept at all costs. If you honour the sportsmen, you need to honour the agricultural heritage too.
Like the restoration plans for the POA Courts
As a staff member, I would like to see secure bicycle storage, this would demonstrate in a small city, the city's commitment to its Transportation Strategy - alternate methods of commuting to work
Not enough washrooms on each floor
Washrooms should be located at each end of floor areas
Will there be a staff cafeteria in the lunch room? Is the lunchroom large enough to accommodate all City staff?
Is there a sick bay/staff lounge?
Where are file areas for each floor?
Small business centre should be included
Entrance could be redesigned to be enclosed and house the information kiosk
The entrance should be grander and not hidden
Great potential here, but where's the courage to build for the generations by finding a solution that's daring, creative & clever in meeting budget constraints? Any green building?
Blending of modern with old works best when the modern "is indeed modern". What's proposed doesn't work
Would like to see more barrier free seating in the Council Chambers
This new driveway will essentially become a road and will bisect the site into two halves
No formal drop-off zone
More underground parking?
A lower level parking garage could be accessed with right in/right out grade level doors from Wilson St.
No tie in to locale, architectural features, relationships, business, partnerships, transportation hub, streets, parking, viewlines or access points
Sloped roof are more distinctive, less maintenance, less boxy and compliment Guelph architecture and old City Hall
sight triangle is compromised by the tree plantings
Reflecting pond is a maintenance & safety nightmare, very costly & nothing of note to reflect
Object to scale of the new wing on the eastern end, which I see as inappropriate in its scale and in its relationship to the historic fabric of the site

Interior lobby is cold, hollow and high
Not what we expect out of MTA or from our City appointed committee
Overall I feel that the design is not something that I would like to call my City Hall. I am not sure why a Toronto architect is designing our City Hall, we do have local architects that would of created a more sensitive design for their own community. Let's start building our community with residence from the community, not Toronto
The public review process seems to be non-existent if the council are ruling on this 4 days after the design is first presented to the public. The design is a huge wasted opportunity and the budget appears to have gone up. The court building is much less offensive.
No sensitivity to Guelph architecture or heritage. Where is the public process?
Lack of focal point - a high prominent vertical element (as in the former cupola); a tower, a clock, pinnacle or soaring roofline is needed to establish the building's most important role as the centre of governance
The front is disrespectful to and dominates historic elements, formalism, proportions, balance and rounded arches
Human scale is minimized, rhythm, balance obliterated by the huge block of square stone overhanging the entrance
Overpowered by the 60's brutalist style gray solid stone square mass

■ Comments that may require review and further action



City of Guelph

FINANCE

TO: Finance, Administration & Corporate Services Committee

DATE: March 7, 2007

**SUBJECT: PROPERTY TAX DEFERRAL FOR SENIORS AND
HOMEOWNERS ON A FIXED INCOME**

RECOMMENDATION:

That the report dated March 7, 2007 entitled "Property Tax Deferral for Seniors and Homeowners on a Fixed Income" be received for information.

BACKGROUND:

City Council adopted a resolution on January 23rd, 2007 asking staff to examine the feasibility of deferring tax increases to senior citizens and homeowners on a fixed income.

This program has been available to taxpayers since 1998 when Current Value Assessment was implemented. In 1998 the City of Guelph approved By-Law 15831 amended by By-Law 17727 in 2005 as required by Section 319 of the Municipal Act.

Since 1998 few taxpayers in the City have inquired about the program and no one has ever applied for tax relief. There seems to be three reasons for this. Taxpayers:

1. Did not qualify for relief.
2. Would not provide the required documentation.
3. Did not want a lien on their property.

The potential costs of the program are as follows:

1. Taxes are deferred and recovered when the property is sold or the eligible applicant ceases to be eligible.
2. Interest may not be charged on deferred taxes.
3. Each year the potential deferral must be paid for by other taxpayers. This results in a levy increase to fund the shortfall.

All Municipalities are required to have this program per the Municipal Act.

On average the eligible amount is \$100-\$150 in other Municipalities compared to \$300 which is the eligible amount for the City of Guelph..

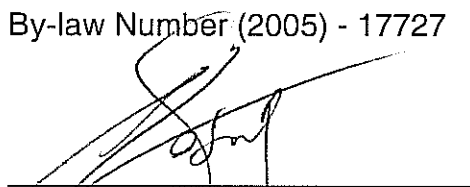
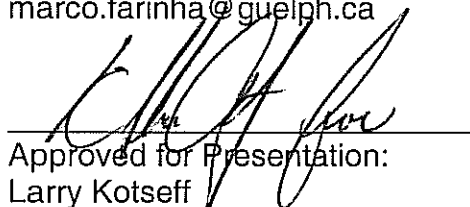
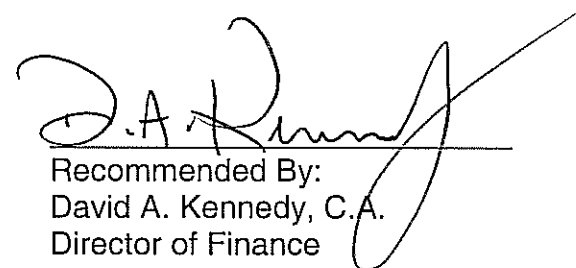
A survey of Kitchener, Waterloo and Oakville indicates that only five taxpayers in all enjoy this program. The City of Cambridge received three applications for 2003 and 2004 but none of these qualified for the deferral. The City of Guelph has never received any applications for deferred taxes.

IMPLICATIONS:

The City approved By-law 17727-(2005) as required by Section 319 of the Municipal Act.

ATTACHMENTS:

By-law Number (2005) - 17727


Prepared By:
Marco Farinha
Manager of Taxation and Revenue
519 837 5610 ext. 2383
marco.farinha@guelph.ca
Approved for Presentation:
Larry Kotseff
Chief Administrative Officer
Recommended By:
David A. Kennedy, C.A.
Director of Finance
837 5610 ext. 5606
david.kennedy@guelph.ca

THE CORPORATION OF THE CITY OF GUELPH

By-law Number (2005) – 17727

A by-law to provide for deferrals of tax increases on property in the residential property class for low-income seniors and low-income persons with disabilities and to repeal by-law number (1998)-15831.

WHEREAS the Council of the Corporation of the City of Guelph, pursuant to Section 319 of the *Municipal Act, 2001, S.O.20901, c.25*, as amended, shall pass a by-law providing for deferrals or cancellation of, or other relief in respect of, all or part of a tax increase on property in the residential property class for low-income seniors and low-income persons with disabilities.

NOW THEREFORE the Council of the Corporation of the City of Guelph enacts as follows:

1. In this by-law:

- a) "*Eligible amount*" means the total tax increase over the previous year which is equal to or greater than \$300 annually.
- b) "*Eligible person*" means a low-income person with disabilities or a low-income senior or the spouse of such eligible person.
- c) "*Low-income person with disabilities*" means a person who is in receipt of benefits under the *Ontario Disability Support Program (ODSP)* or in receipt of disability amounts under the current *Family Benefits Act (FBA)* or in receipt of benefits under the *Guaranteed Annual Income System (GAINS)* for the Disabled and be eligible to claim a disability amount as defined under the *Income Tax Act*.
- d) "*Low-income senior*" means a person who on December 31st of the year of application has attained the age of 65 years and is in receipt of benefits under the *Guaranteed Income Supplement (GIS)* program or has attained the age of 65 years and is in receipt of benefits under the *Guaranteed Annual Income System (GAINS)* program for Ontario Senior Citizens.

2. Tax Relief granted pursuant to this by-law shall be in the form of a deferral of the annual eligible amount provided that:

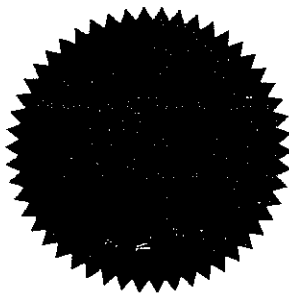
- a) Either the owner or spouse of the owner has been assessed as the owner of, and has occupied the property for a period of one or more years preceding the date of application.
- b) For properties which are jointly held or co-owned by person other than spouses, all co-owners must qualify under applicable eligibility criteria in order to receive tax relief.

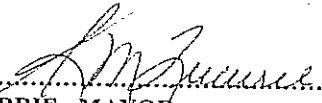
3. Deferred amounts shall continue until the property is sold or until the eligible applicant ceases to be eligible, at which time the total deferred amounts become a debt payable to the Corporation of the City of Guelph.

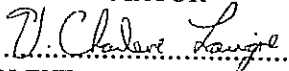
4. Tax relief amounts provided pursuant to this by-law are not transferable to the estates of deceased owners.

5. The amount of tax relief granted pursuant to this by-law shall represent a lien against the property.
6. Tax relief is only allowed on one principal residence of the qualified individual or the qualifying spouse.
7. Application for tax relief must be made annually to the City to establish eligibility or continued eligibility. Applications must include documentation in support thereof to establish that the applicant is an eligible person and that the property with respect to which the application is made is eligible property. Applications must be submitted to the City on or before the last day of December in the year for which the application applies, on a form prescribed by the City for this purpose.
8. Tax relief applies to current taxes only and are only deferred after payment in full is received for any current or past year amounts payable.
9. This by-law shall come into force and take place immediately.

PASSED this SECOND day of MAY, 2005.




.....
K.M. QUARRIE - MAYOR


.....
V.CHARLENE LAVIGNE-DEPUTY CITY CLERK



INFORMATION SERVICES DEPARTMENT
CITY CLERK'S DIVISION
City Hall, 59 Carden Street
Guelph, Ontario, Canada N1H 3A1
Telephone: (519) 837-5603 Fax: (519) 763-1269
Website: guelph.ca

January 30, 2007

Councillor Karl Wettstein

Dear Councillor Wettstein,

At a meeting of Guelph City Council held on January 23, 2007 the following resolution was adopted:

“THAT Finance, Administration & Corporate Services Committee examine the issue of offering to senior citizens and homeowners on fixed income, the option of deferring any future tax increases until such time as they sell their homes, at which time the City will collect those deferred taxes;

AND THAT staff report to the Finance, Administration & Corporate Services Committee with regard to the feasibility, costs and practices in other municipalities of such a program.”

Yours truly,

Lois A. Giles,
City Clerk/Manager of Council
Administrative Services

cc.: Mr. D.A. Kennedy
Ms. L.E. Payne

*nhm





City of Guelph

FINANCE

TO: Finance, Administration & Corporate Services Committee

DATE: March 7, 2007

SUBJECT: POST OFFICE RENOVATION COST SHARING AGREEMENT

RECOMMENDATION:

That the resolutions set out in Schedule "A" with respect to the cost sharing of renovations to 138 Wyndham St. (former Post Office) be approved.

BACKGROUND:

The former Post Office was acquired by the County of Wellington to provide office space for staff from various Social Services and Social Housing.

REPORT:

Staff from the City of Guelph and the County of Wellington have held a number of discussions to explore a common framework for a cost sharing formula for capital costs related to the renovations to 138 Wyndham Street. These negotiations have recently concluded and a recommended cost sharing agreement has been proposed based on the following principles:

- 1) A cost sharing split of 75% City and 25% County in keeping with current agreements for funding administrative and operational costs for Social Assistance and Social Housing.
- 2) The refunding of the City's share of the undepreciated renovation costs in the event the building is used for another purpose or disposed of within 15 years following the completion of the renovations.

The resolutions as set out in the attached Schedule "A" were approved by the Joint Social Services Committee held February 8, 2007 and are now forwarded for approval by Guelph City Council.

CORPORATE STRATEGIC PLAN:

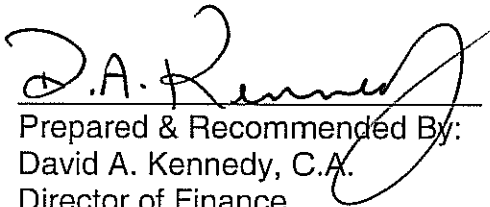
To enhance Community wellness.

FINANCIAL IMPLICATIONS:

Funding for this project was provided for in the 2006 Capital Budget in the amount of \$2,700,000. The project is within approved budget as reported at the February 8, 2007 Joint Social Services Committee by the Treasurer of the County of Wellington.

ATTACHMENTS:

Schedule "A"



Prepared & Recommended By:
David A. Kennedy, C.A.
Director of Finance
837 5610 ext. 5606
david.kennedy@guelph.ca



Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

SCHEDULE "A"

RESOLUTIONS RE: 138 WYNDHAM STREET COST SHARING

"THAT the cost sharing of the renovations to 138 Wyndham Street in Guelph (former Post Office building) be based on the present actual cost sharing of Social Services administration costs with funding to be provided 75% by the City of Guelph and 25% by the County of Wellington" and

"THAT should part or all of the building be utilized for any other non cost-shared use within 15 years of completion of the renovations, the City's proportionate share of the costs of the renovations will be refunded to the City by the County less depreciation at the rate of 6.67% of the original proportionate share of costs per year, rounded to the nearest full year" and

"THAT in the event the County disposes of the property within 15 years of completion of the renovations for a price in excess of the County's cost of acquisition, the City's share of the costs of the renovations will be refunded to the City by the County less depreciation at the rate of 6.67% of the original costs per year, rounded to the nearest full year, to a maximum of 75% of the amount that the sale price is in excess of the County's cost of acquisition."



City of Guelph

FINANCE

TO: Finance, Administration & Corporate Services Committee

DATE: March 7, 2007

SUBJECT: ELLIOTT LONG TERM CARE FACILITY DESIGNATION

RECOMMENDATION:

That the City of Guelph seek to have the Ministry of Health and Long Term Care (MOHLTC) designate the Elliott Home for the Aged as the City of Guelph's Home for the Aged under Homes for the Aged and Rest Homes Act R.S.O. 1990.

BACKGROUND:

The Elliott Home for the Aged is a long term care facility operated by The Elliott Community (The Elliott) and governed by the Charitable Institutions Act. The Elliott is a local board within the meaning of the Municipal Act in that the members of the Board of Trustees are appointed by Guelph City Council and The Elliott may not borrow money without prior consent of City Council.

REPORT:

In July of 1993, the City of Guelph received a letter from the Ministry of the Attorney General indicating that the City was not in compliance with Section 3 of the Homes for the Aged and Rest Home Act in that it did not own or support a home for the aged. The City requested that it be permitted to provide support to either The Elliott or St. Joseph's Home, each of which was an approved Charitable Home for the Aged located within the City. The Ministry of Health advised the City that this was not acceptable and that the City should seek an agreement with the County of Wellington to provide support to the County Home, Wellington Terrace. At that time, The Elliott was defined as providing residential services, not health services by the Ministry of Community and Social Services. In May 1994, the City of Guelph entered into a joint agreement with the County of Wellington.

In the fall of 1994 the Provincial designation was changed so that effective from that date until the present, The Elliott has been operated and legislated under the MOHLTC as providing health care services under the Homes for the Aged and Rest Homes Act.

The Elliott was established by Private Legislation by the City of Guelph and this Act was recently updated and approved by the Provincial Legislative. The Elliott and City administration have a number of close operating connections. The City provides debenture financing for The Elliott and co-ordinates the operation of a number of community and seniors programs. The Elliott is operated as a local board.

Staff of the City of Guelph and The Elliott have been meeting with representatives of the MOHLTC over the past several years in an attempt to allow the City of Guelph to designate The Elliott as the City's Home for the Aged for the purposes of the Homes for the Aged and Rest Homes Act R.S.O. 1990 (HFARHA). The details of these discussions are outlined in the attached Appendix "A".

The City wishes to have the MOHLTC revisit its interpretation of a City home and agree with the City that The Elliott be designated as the City's Home for the Aged, per Section 7 of the Act. Notwithstanding, the Act allows for the Minister's designation of a municipality's home for the aged.

CORPORATE STRATEGIC PLAN:

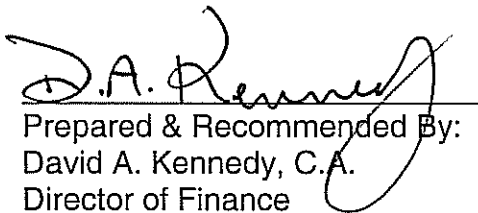
To enhance community wellness.

FINANCIAL IMPLICATIONS:

Current operating budget contains funds to support assistance to the aged.

ATTACHMENTS:

Appendix "A"


Prepared & Recommended By:
David A. Kennedy, C.A.
Director of Finance
519 837 5610 ext 5606
david.kennedy@guelph.ca


Approved for Presentation:
Larry Kotseff
Chief Administrative Officer

REPORT OF THE GOVERNANCE & ECONOMIC DEVELOPMENT COMMITTEE

March 26, 2007

Her Worship the Mayor and
Councillors of the City of Guelph

Your Governance & Economic Development Committee beg leave to present this their
SECOND REPORT as recommended at its meeting of March 13, 2007;

CLAUSE 1. THAT Council approve the principles for a new Land Ambulance committee as
set out in Schedule "A" attached;

AND THAT an agreement for Land Ambulance service between the City and the
County be developed;

AND THAT the Land Ambulance Committee address the nature and form of the
reporting on land ambulance issues as a priority;

AND THAT the Land Ambulance Committee form a standing committee of
Guelph City Council.

All of which is respectfully submitted.

Councillor Gloria Kovach, Chair
Governance & Economic Development Committee



City of Guelph

CORPORATE ADMINISTRATION

Report:

TO: Governance & Economic Development Committee

DATE: 2007/03/13

SUBJECT: NEW LAND AMBULANCE COMMITTEE

RECOMMENDATION:

THAT Council approve the principles for a new Land Ambulance Committee as set out in Schedule "A" attached;

AND THAT an agreement for Land Ambulance service between the City and the County be developed;

AND THAT the Land Ambulance Committee address the nature and form of the reporting on land ambulance issues as a priority.

BACKGROUND:

The prior agreement respecting land ambulance that was in place from January 1, 2001 to December 31, 2005 has expired. Land Ambulance issues were dealt with by the Joint Social Services Committee.

The City has been designated by the Province as the "Delivery Agent" for the provision of Land Ambulance services within the City of Guelph and the County of Wellington.

At the January 10, 2007 Joint Social Services Committee meeting staff were directed to report on how a new Land Ambulance Committee could operate. The Chief Administrative Officers from the City and the County met to determine the principles for the committee's operation. (Schedule "A" attached)

REPORT:

The preparation of a new agreement for land ambulance service between the City and the County will cover any cost sharing arrangements and required additional clauses including the form, content and duration.

The attached schedule clarifies how matters will be reported to this new committee. Once the principles set out in Schedule "A" have been approved, items relating to the provision of land ambulance service, including the draft agreement between the City and the County will be placed on the agenda for the consideration of Guelph City Council.

CORPORATE STRATEGIC PLAN:

Goal # 4 To enhance community wellness;
Goal # 6 To have exemplary management practices.

FINANCIAL IMPLICATIONS:

The City and the County are funding partners for the provision of land ambulance services. The cost-sharing formula between the City and the County is 57% and 43% respectively. The percentage is based on the combined population of the City of Guelph and County of Wellington. A grant is received from the Province for part of the funding. The total land ambulance budget is \$9,233,175. The net cost to the City is currently \$2,922,658.

DEPARTMENTAL CONSULTATION:

The Chief Administrative Officers from the City and the County consulted on the creation and principles as attached.

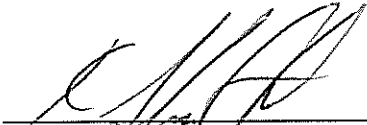
COMMUNICATIONS:

A report was provided to the Joint Social Services Committee on February 14, 2007 recommending operating principles for a new Land Ambulance Committee.

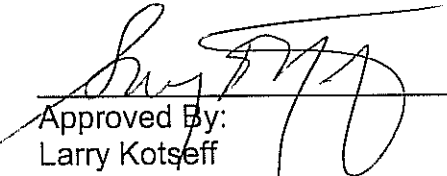
ATTACHMENTS:

Schedule "A"

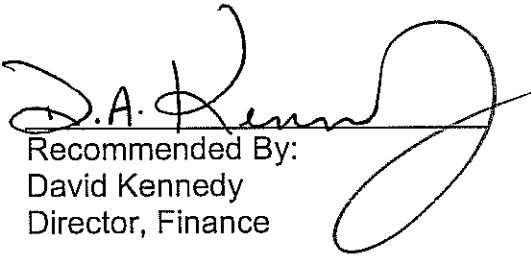
February 14, 2007 memo to the Chair and Members of the Social Services Committee regarding the new Land Ambulance Committee.



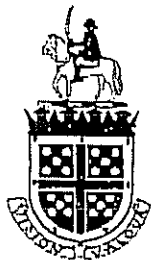
Prepared By:
Shawn Armstrong
Director, Emergency Services
519-824-6590
Shawn.Armstrong@guelph.ca



Approved By:
Larry Kotseff
Chief Administrative Officer



Recommended By:
David Kennedy
Director, Finance



COUNTY OF WELLINGTON

SCOTT WILSON
CHIEF ADMINISTRATIVE OFFICER
TEL.: (519) 837-2800, EXT. 233
1-800-663-0750
FAX: (519) 837-1909
e-mail: scottw@county.wellington.on.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T8

February 14, 2007

To: Chair and Members of the Social Services Committee

From: Scott Wilson, CAO County of Wellington
Larry Kotseff, CAO City of Guelph

Subject: New Land Ambulance Committee

At its meeting of January 10th, 2007, the Joint Social Services Committee requested that staff report on how a new Land Ambulance Committee could function. The results of discussions between the Chief Administrative Officers of the County and the City are presented below for the Committee's consideration.

The principles are as follows.

- A. Membership to be the same as the Joint Social Services Committee (4 Councillors from each the City and the County); meetings will immediately precede or follow the JSSC monthly meeting; meeting location will be at the County Administration Building. We can explore alternate meeting locations subsequent to the new committee forming.
- B. City staff will prepare agendas and meeting minutes for the Land Ambulance Committee in consultation with the City's Director of Emergency Services and distribute same to City Councillors and the County Clerk.
- C. The County Clerk will distribute agendas and minutes of the Committee to County Councillors on the Committee.
- D. The Land Ambulance Committee will deal with reports and information on the agenda.
- E. Any recommendations of the Committee will be forwarded to City Council for consideration and approval, and sent to County Council for information. If the Committee's recommendations are sent to another City or County Committee, they will be considered "for information only".
- F. Resolutions of City Council arising from Committee recommendations will be forwarded to the County Clerk. Land Ambulance Committee recommendations not approved by City Council will be referred back to the Land Ambulance Committee for reconsideration.

- G. All policy and significant operational matters will be brought forward to the Land Ambulance Committee by the Director of Emergency Services. County staff may forward agenda items to the Director of Emergency Services for inclusion on the agenda.
- H. Policy recommendations on Ambulance administration (structure, personnel, housing, etc) will be made by the Committee. Implementation of Land Ambulance administration is the responsibility of the Director of Emergency Services.
- I. Any agreement to be entered into by the City with a Land Ambulance Operator will be provided to the Land Ambulance Committee for input and recommendation to City Council.
- J. Any proposals to change the level of Land Ambulance Services will be forwarded to the Committee for input and recommendation to City Council.
- K. Regular financial updates and variance reports will be prepared by City staff and presented to the Land Ambulance Committee for information.
- L. Operating and capital budgets related to the delivery of Land Ambulance services will be prepared and presented to the Land Ambulance Committee by City staff.

In addition, a new agreement between the City and the County respecting land ambulance services should be put in place as soon as possible. (The current agreement's term ran from January 1, 2001 to December 31, 2005.) The new agreement will address funding and any additional clauses deemed necessary to address the arrangement between the County and the City. It will also address the County's role in agreements entered into by the City and a Land Ambulance Operator.

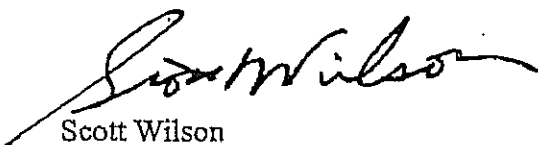
Recommendations:

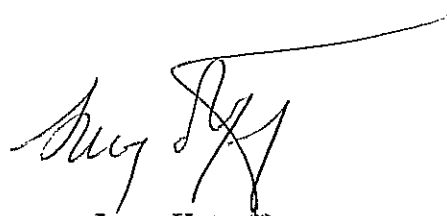
That the principles outlined in this report form the operating basis for the new Land Ambulance Committee;

That staff move forward to develop an agreement between the City and the County regarding land ambulance services for the Committee's consideration; and

That the Land Ambulance Committee addresses the nature and form of reporting on land ambulance issues as a priority.

Respectfully,


Scott Wilson
CAO


Larry Kotseff
CAO

Please recycle!

- **BYLAWS** -

- March 26, 2007 -	
By-law Number (2007)-18251 A by-law to amend By-law Number (1995)-14864, as amended, known as the Zoning By-law for the City of Guelph as it affects property known municipally as 265 Watson Parkway North. (legally described as Part Lot 6, Concession 3, Division “C” and Part 6, Concession 4, Division “C”, City of Guelph, to permit the development of 87 residential units in association with approved draft plan of subdivision 23T-06501 and a redline amendment to a portion of Draft Plan of Subdivision 23T-98501 (File ZC0604).	A by-law to amend the Zoning By-law as approved by Council.
By-law Number (2007)-18252 A by-law to remove land from Part Lot Control. (Block 37, Plan 61M98 designated as Parts 21 to 36 inclusive, Reference Plan 61R9811)	A by-law to remove land from part lot control. (569-583 Victoria Road North, to create lots as per Section 50 (7) of the Planning Act within a plan of subdivision)
By-law Number (2007)-18253 A by-law to appoint Weed Inspectors for the City of Guelph and to repeal By-law Number (2006)-17990. (appoint Randy Drewery and Ian Haras)	A by-law to make the annual appointment of Weed Inspectors for the City of Guelph.
By-law Number (2007)-18254 A by-law to amend By-law Number (2004)-17551, as amended, being a By-law respecting the licensing of businesses operating within the City of Guelph and to adopt Municipal Code Amendment #427. (changing references to Finance, Administration & Community Services to Finance, Administration & Corporate Services; amending Chapter 176 of the City of Guelph’s Municipal Code)	A by-law to amend By-law Number 17551 by changing references to Finance, Administration & Community Services to Finance, Administration & Corporate Services.

<p>By-law Number (2007)-18255</p> <p>A by-law to authorize the execution of an Agreement between Municipal Property Assessment Corporation (“MPAC”) and The Corporation of the City of Guelph. (municipal licence agreement)</p>	<p>A by-law to authorize the execution of an agreement with respect to the Municipal Property Assessment Corporation (MPAC) municipal licence agreement.</p>
<p>By-law Number (2007)-18256</p> <p>A by-law to authorize the execution of an Amending Agreement between The Corporation of the City of Guelph and Royal City Ambulance Service Ltd. (staffing pattern)</p>	<p>A by-law to authorize the execution of an amending agreement with respect to ambulance staffing pattern as per the report of the Governance & Economic Development Committee.</p>
<p>By-law Number (2007)–18257</p> <p>A by-law to amend By-law Number (2002) – 17017 and to and adopt Municipal Code Amendment #428. (to amend No Parking Zones in Schedule XV, Restricted Parking Zones in Schedule XVII and Parking Meter Zones in Schedule XXIII and to amend Schedules of Chapter 301 of the Corporation of the City of Guelph’s Municipal Code)</p>	<p>A by-law to amend the Traffic By-law.</p>