

# CITY COUNCIL AGENDA



**DATE** May 26, 2008 – 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** (Councillor Laidlaw)

*"THAT the minutes of the Council Meetings held April 14, 28 and May 5, 2008 and the minutes of the Council meetings held in Committee of the Whole on April 14, 28 and May 5 and 12, 2008 be confirmed as recorded and without being read."*

## **PRESENTATIONS**

- a) Guelph Hydro Inc. – status update on merger
- b) Bill Weiler, Chair of Med Ed: Medical School & Health Sciences Campus
- c) Peter Cartwright: Physician Recruitment Committee Update (Consent Report C-2)
- d) Tara Sprigg, Manager of Corporate Communications:- community survey
- e) Deputy Fire Chief Lyle Quan and Thomas Brown Architects with respect to the South End Emergency Services Facility (Consent Report A-2)

## **DELEGATIONS** (Councillor Piper)

*"THAT persons desiring to address Council be permitted to do so at this time."*  
(limited to a maximum of five minutes)

- a) 60 Manitoba Street (Clause 2 of the Report of the Community Development & Environmental Services Committee):
  - Harold Godwin
- b) Mr. Selby Steeves with respect to the petition to prohibit the storage of portable toilets in the City of Guelph (Clause 7 of the Report of the Community Development & Environmental Services Committee)

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- c) 47-49 Alice Street (see Report of the Community Development & Environmental Services Committee):
- Blair Cleveland
  - Gordon Maxwell
  - Murray Taylor

**COMMITTEE OF THE WHOLE** (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**

*"THAT the Fifth Report of the Community Development and Environmental Services Committee be received and adopted."*

Presentation: Ian Panabaker, Heritage/Urban Design Planner: - Guelph Market Place Strategic Urban Design Plan (Clause 7 of the report of the Community Development & Environmental Services Committee)

b) **Emergency Services, Community Services and Operations Committee**

*"THAT the Fifth Report of the Emergency Services, Community Services & Operations Committee be received and adopted."*

c) **Finance, Administration and Corporate Services Committee**

*"THAT the Third Report of the Finance, Administration & Corporate Services Committee be received and adopted."*

Presentation:- Sue Aram, Manager of Budget Services:- budget guidelines (Clauses 6 and 7 of the Report of the Finance, Administration & Corporate Services Committee)

d) **Land Ambulance Committee**

*"THAT the First Report of the Land Ambulance Committee be received and adopted."*

e) **Committee of the Whole**

*"THAT the Third Report of the Council as a Committee of the Whole be received and adopted."*

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## **CONSENT AGENDA**

- a) **Reports from Administrative Staff**
- b) **Items for Direction of Council**
- c) **Items for Information of Council**

Resolution to adopt the Consent Agenda

**"THAT** *the balance of the May 26, 2008 Consent Agenda be adopted."*

Resolution – (Councillor Wettstein)

**"THAT** *the Committee rise with leave to sit again."*

Resolution (Councillor Beard)

**"THAT** *the action taken in Committee of the Whole in considering reports and correspondence, be confirmed by this Council."*

## **SPECIAL RESOLUTIONS**

### **BY-LAWS**

Resolution – 1st & 2nd reading of By-laws (Councillor Bell)

Verbal Resolution – Council to 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 – 3rd reading of By-laws (Councillor Billings)

## **QUESTIONS**

### **MAYOR'S ANNOUNCEMENTS**

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

## **NOTICE OF MOTION**

## **ADJOURNMENT**

Council Committee Room B  
April 14, 2008 5:45 p.m.

**A meeting of Guelph City Council.**

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

Absent: Councillor Burcher

Staff Present: Mr. M. Amorosi, Director of Human Resources; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Ms. A. Pappert, Director of Community Services; and Mrs. L.A. Giles, Director of Information Services/City Clerk

1. Moved by Councillor Hofland  
Seconded by Councillor Beard

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

- personal matters about identifiable individuals;
- litigation or potential litigation.

Carried

The meeting adjourned at 5:46 o'clock p.m.

.....  
Mayor

.....  
Clerk

Council Committee Room B  
April 14, 2008 5:47 p.m.

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

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

Absent: Councillor Burcher

Staff Present: Mr. M. Amorosi, Director of Human Resources; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Ms. A. Pappert, Director of Community Services; and Mrs. L.A. Giles, Director of Information Services/City Clerk

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There were no declarations of pecuniary interest.

The Director of Human Resources provided information with respect to identifiable individuals.

- 1. Moved by Councillor Kovach  
 Seconded by Councillor Farrelly  
 THAT direction be given to staff with respect to a matter regarding personal information about identifiable individuals.

Carried

The Director of Corporate Services/City Solicitor provided Council with an update concerning a matter of potential litigation.

The meeting adjourned at 6:05 o'clock p.m.

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Mayor

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Clerk

Council Chambers  
April 14, 2008

**Council reconvened in formal session at 6:10 p.m.**

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

Absent: Councillor Burcher

Staff Present: Mr. M. Amorosi, Director of Human Resources; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Ms. A. Pappert, Director of Community Services; Ms. B. Boisvert, Manager Strategic Planning & Corporate Initiatives; Ms. J. Oliver, Training & Development Coordinator; Mr. A. Prince, Organization Development Specialist; and Mrs. L.A. Giles, Director of Information Services/City Clerk

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There was no declaration of pecuniary interest.

**Human Resources Strategy**

Input from Council was sought on their views regarding what makes/would make the City an employer of choice under the categories of:

- A well workplace
- A learning organization
- Leadership
- Business and service excellence

**Service Review Priorities**

Manager Strategic Planning & Corporate Initiatives provided information on the service review priorities.

1. Moved by Councillor Piper  
Seconded by Councillor Beard  
THAT a service review be initiated in 2008 to examine sidewalk snow clearing practices.

Mr. D. McCaughan  
Ms. B. Boisvert

VOTING IN FAVOUR: Councillors Beard, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury and Mayor Farbridge (9)

VOTING AGAINST: Councillors Bell, Billings and Wettstein (3)

Carried

2. Moved by Councillor Piper  
Seconded by Councillor Beard  
THAT public input on leaf and yard waste pick-up be sought in the community research survey to be conducted in 2008.

Mr. D. McCaughan  
Ms. B. Boisvert

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

Ms. B. Boisvert

3. Moved by Councillor Piper  
Seconded by Councillor Beard  
THAT staff be directed to report back to Council on the proposed parameters for undertaking the service review on sidewalk snowplowing.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

**ADJOURNMENT**

The meeting adjourned at 8:32 o'clock p.m.

Minutes read and confirmed May 26, 2008.

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Mayor

.....  
Clerk

Council Committee Room B  
April 28, 2008 5:30 p.m.

**A meeting of Guelph City Council.**

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

Absent: Councillors Burcher and Laidlaw

Staff Present: Mr. H. Loewig, Chief Administrative Officer; 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; Ms. T. Sinclair, Assistant City Solicitor; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. J. Sweeney, Council Committee Co-ordinator

1. Moved by Councillor Hofland  
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) (a), (b) and (e) of the Municipal Act, with respect to:
  - security of the property of the municipality
  - personal matters about identifiable individuals;
  - litigation or potential litigation.

Carried

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

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Mayor

.....  
Clerk

Council Committee Room B  
April 28, 2008 5:32 p.m.

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



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

Absent: Councillor Burcher

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Mr. M. Amorosi, Director of Human Resources; 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. R. Henry, City Engineer, Ms. K. Nasswetter, Ms. A. Pappert, Director of Community Services; Ms. T. Sinclair, Assistant City Solicitor; Ms. S. Smith, Associate Solicitor; Mr. D. Wyman, Manager Solid Waste Resources; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. J. Sweeney, Council Committee Co-ordinator

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There were no declarations of pecuniary interest.

Ms. L.E. Payne

- 1. Moved by Councillor Farrelly  
Seconded by Councillor Beard  
THAT the Litigation Status Report dated April 21, 2008 be received for information.

Carried

PASSED IN COUNCIL  
BY SPECIAL  
RESOLUTION

- 2. Moved by Councillor Kovach  
Seconded by Councillor Farrelly  
THAT the Mayor and Clerk be authorized to execute the Minutes of Settlement in the matter of an appeal to the Ontario Municipal Board relating to 154 Dublin Street North, being OMB File No. PL080038, subject to the final wording of the Minutes of Settlement being to the satisfaction of the Director of Community Design & Development Services and the City Solicitor.

Carried

- 3. Moved by Councillor Piper  
Seconded by Councillor Salisbury  
THAT the delegations of Denis Chamberland and Scott Gamble be allowed to address Committee.

Carried

Councillor Laidlaw arrived at 5:50 p.m.

The Director of Environmental Services and Mr. Chamberland provided information with respect to a security of property matter.

The City Engineer provided information with respect to a potential litigation matter.

REPORT

4. Moved by Councillor Piper  
Seconded by Councillor Billings  
THAT Bill Birdsell be appointed to the Committee of Adjustment for a term ending November, 2008;

AND THAT Steve Barnhart and Goretty Dias be appointed to the Environmental Advisory Committee for a term ending November, 2011;

AND THAT Mike Darmon and Susan Mason be appointed to the Green Plan Steering Committee for a term ending November, 2008;

AND THAT David Kennedy be appointed to the Guelph Non-Profit Housing Corporation Board of Directors for a term ending November, 2008;

THAT John Buttars, Mike Emeneau, Erin Harkins and Stan Kozak be appointed to the River Systems Advisory Committee for a term ending November, 2008.

Carried

REPORT

5. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT Beverly Ann Woods be appointed to the River Run Centre Board of Directors for a term ending November, 2008.

Carried

The Director of Human Resources and the Director of Community Services provided information with respect to a personal matter about an identifiable individual.

6. Moved by Councillor Hofland  
Seconded by Councillor Kovach  
THAT the delegation of Connie Van Andel be allowed to address Committee.

Carried

Ms. Van Andel provided the Committee with information relating to a personal matter about an identifiable individual.

7. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw

THAT direction be given with respect to a personal matter about an identifiable individual.

Carried

The meeting adjourned at 6:50 o'clock p.m.

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Mayor

.....  
Clerk

Council Chambers  
April 28, 2008

**Council reconvened in formal session at 7:00 p.m.**

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

Absent: Councillor Burcher

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Mr. M. Amorosi, Director of Human Resources; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. A. Pappert, Director of Community Services; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Community Design and Development Services; Mr. B. Stewart, Acting Director of Finance; Mr. P. Cartwright, General Manager of Economic Development & Tourism; Ms. T. Sinclair, Assistant City Solicitor; Ms. A.M. O'Connell, Supervisor of Parking Facilities; Mr. D. Corcks, Downtown Economic Development Manager; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. J. Sweeney, Council Committee Co-ordinator

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There was no declaration of pecuniary interest.

1. Moved by Councillor Bell  
Seconded by Councillor Findlay

THAT the minutes of the Council meeting held on March 25, 2008 be amended to reflect Councillor Burcher moving Resolution #22 and Councillor Billings seconding the resolution;

AND THAT the minutes of the Council meetings held on February 26, March 25, 23 and 31, 2008 and the minutes of the Council meeting held in Committee of the Whole on March 25, 2008 be confirmed as amended and without being read.

Carried

The Mayor introduced Michael Churn the new Physician Recruiter who was in attendance at the meeting.

**PRESENTATIONS**

**Organic Technology Selection Process – Update Report**

The Director of Environmental Services provided information with respect to the role of the Public Steering Committee and Council with respect to the Organic Technology Selection Process. She advised that the Public Steering Committee has changed its name to the Organic Committee and will be assuming a more quality assurance role.

2. Moved by Councillor Piper  
Seconded by Councillor Findlay

Dr. J. Laird

THAT the report of Environmental Services dated April 28, 2008, entitled "Organic Technology Selection Process – Update Report" be received.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

3. Moved by Councillor Billings  
Seconded by Councillor Wettstein

THAT persons wishing to address Council be permitted to do so at this time.

Carried

## **REGULAR MEETING**

### **DELEGATIONS**

#### **Exhibition Park Area Traffic Management Proposal**

Brian Holstein thanked staff and Council for working with the area residents in bringing forward the Exhibition Park area traffic management proposal. He expressed concern with the speed of vehicles and not obeying the stop signs. He requested that this traffic management initiative to provide traffic calming initiatives for the safety of the people in the area be implemented.

Thomas Gibson suggested that the speed bumps are not well marked and can create a dangerous situation. He further suggested that traffic calming initiatives are needed on Kathleen Street.

#### **Councillor Laidlaw presented Clause 2 of the Fourth Report of the Emergency Services, Community Services & Operations Committee.**

4. Moved by Councillor Laidlaw  
Seconded by Councillor Beard

Mr. D. McCaughan

THAT the report of the Director of Operations dated April 16<sup>th</sup>, 2008 with respect to the Exhibition Park Area Traffic Management Proposal be received;

AND THAT the traffic management plan for Exhibition Park Area as outlined in Appendix B in the Director of Operations report dated April 16, 2008, be approved for installation.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

### **Pesticide By-law Pest Infestation Thresholds**

Tom Davies was present on behalf of Weedman and expressed concern that the European crane fly and the sod web worm are not included on the list of insect thresholds. He also expressed concern with the January 31<sup>st</sup> date of providing the City with proof of IPM accreditation as they don't receive their accreditation until March. He suggested that it is not well known in the community of what they can and cannot use with respect to pesticides.

Susan Watson was not present.

Dr. Michael Gilbertson provided information on his past work in pesticide registration advisory. He advised that studies have shown that pesticides cause numerous health issues in this and future generations. He advised that he endorses the elimination of the use of pest control products, and that the City should consider wider controls of these products.

Cynthia Bragg suggested that the successful compliance with the elimination of the use of pesticides is dependent upon a strong education campaign. She further suggested that the City should consider a ban on the use of pesticide products and create a more wide reaching education program. She also suggested that there are natural ways to treat insect infestation.

Dr. Lori Hasulo requested that the City not include public lands in the exemptions and not treat public parks with pesticide products. She expressed concern with the effects pesticides have on the health of the citizens. She urged Council to completely ban the use of pesticide products.

Judy Martin, regional representative of the Sierra Club of Canada advised that she was disappointed with the list of exceptions for the use of pesticides. She requested that the use of pesticides on sports fields and naturalized areas be eliminated and that pesticide use on lawn bowling greens and hydro corridors be reported annually.

Gail McCormack requested that the use of pesticide products on naturalized areas to control invasive species and the use of the products on public lands be removed from the list of exemptions.

Ben Bennett suggested that the infestation exemption expiring date of January 2011 be changed to 2009, and

that the referral to non-irrigated sports fields be removed from the list of exemptions.

Oxanna Adams requested that the City eliminate the use of pesticides on city owned land and in naturalized areas to control invasive species. She further requested that if pesticides are allowed to be used on private property that climatic conditions be established.

Mike Darmon provided information on other municipalities by-laws governing the use of pesticides. He urged Council to remove the treatment of public lands from the exemptions and move the date for the threshold up.

**Councillor Laidlaw presented Clause 1 of the Fourth Report of the Emergency Services, Community Services & Operations Committee**

5. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT Section 3 (m) of City of Guelph By-law (2007)-18308 (the "Pesticide By-law") be amended to restrict the use of pesticides to address infestations by chinch bugs and grubs only, and only if: (i) the thresholds for these two insects, as adopted by and used by the City of Toronto as at April, 2008 and as set out in a draft consolidated by-law are met, (ii) such pesticides are applied or used by or under the direct supervision of an Integrated Pest Management ("IPM") accredited person, (iii) IPM methods are used, (iv) the lands upon which pesticides are applied or used are non City-owned lands, and (v) provided that the infestation exemption at Section 3(m), as amended, expires on January 1, 2011 and (vi) that staff may request an exemption to the by-law in the case of exceptional circumstances regarding chinch bugs and grubs on City-owned lands.

6. Moved in Amendment by Councillor Bell  
Seconded by Councillor Findlay  
THAT section (v) be amended to read 2010.

VOTING IN FAVOUR: Councillors Beard, Bell, Findlay, Hofland, Piper, Salisbury (6)

VOTING AGAINST: Billings, Farrelly, Kovach, Laidlaw, Wettstein and Mayor Farbridge (6)

The motion was lost on a tied vote.

7. Moved in Amendment by Councillor Kovach  
Seconded by Councillor Billings  
THAT European Crane Fly and Sod Web Worm be added

to the list of infestations.

VOTING IN FAVOUR: Councillors Billings, Kovach, Wettstein (3)

VOTING AGAINST: Beard, Bell, Farrelly, Findlay, Hofland, Laidlaw, Piper, Salisbury and Mayor Farbridge (9)

Defeated

8. Moved in Amendment by Councillor Salisbury  
Seconded by Councillor Laidlaw

THAT section "(vi) that staff may request an exemption to the by-law in the case of exceptional circumstances regarding chinch bugs and grubs on City-owned lands" be deleted.

VOTING IN FAVOUR: Councillors Beard, Bell, Farrelly, Findlay, Laidlaw, Piper and Salisbury (7)

VOTING AGAINST: Councillors Billings, Hofland, Kovach, Wettstein and Mayor Farbridge (5)

Carried

9. Moved in Amendment by Councillor Salisbury  
Seconded by Councillor Piper

THAT section (v) be amended by changing the referenced date to January 1, 2009.

VOTING IN FAVOUR: Councillors Beard, Bell, Farrelly, Findlay, Hofland, Laidlaw, Piper and Salisbury (8)

VOTING AGAINST: Councillors Billings, Kovach, Wettstein and Mayor Farbridge (4)

Carried

10. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland

THAT Section 3 (m) of City of Guelph By-law (2007)-18308 (the "Pesticide By-law") be amended to restrict the use of pesticides to address infestations by chinch bugs and grubs only, and only if: (i) the thresholds for these two insects, as set out in a draft consolidated by-law are met, (ii) such pesticides are applied or used by or under the direct supervision of an Integrated Pest Management ("IPM") accredited person, (iii) IPM methods are used, (iv) the lands upon which pesticides are applied or used are non City-owned lands, and (v) provided that the infestation exemption at Section 3(m), as amended, expires on January 1, 2009.

VOTING IN FAVOUR: Councillors Beard, Bell, Farrelly,

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



Findlay, Hofland, Piper, Salisbury, and Mayor Farbridge (8)  
VOTING AGAINST: Councillors Billings, Kovach, Laidlaw and Wettstein (4)

Carried

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

11. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT the Pesticide By-law be amended to make it clear that IPM standards of practice must be followed in the application of pesticides within the City of Guelph wherever IPM accreditation is referenced in the By-law.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrely, Findlay, Hofland, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (11)  
VOTING AGAINST: Councillor Laidlaw (1)

Carried

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

12. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT the Pesticide By-law be amended to define IPM accreditation to mean accreditation through the Plant Health Care ("PHC")/IPM Council, the Audubon Cooperative Sanctuary System of Canada, the IPM-Environmental Health Care ("EHC") Council, or similar qualification as determined by the City and that the definition of IPM Accredited Groundskeeper be amended to be consistent with this definition.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (11)  
VOTING AGAINST: Councillor Laidlaw (1)

Carried

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

13. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT the Pesticide By-law be amended to require all commercial applicators of pesticides obtain IPM accreditation by April 1, 2009, be licensed under the Pesticides Act, and provide proof of IPM accreditation by April 1st of each year.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (11)

VOTING AGAINST: Councillor Laidlaw (1)

Carried

14. Moved in Amendment by Councillor Salisbury  
Seconded by Councillor Beard

THAT staff be directed to clarify "direction supervision" with respect to the application of pesticides by IPM accredited people.

15. Moved by Councillor Billings  
Seconded by Councillor Wettstein

THAT the matter with respect to reference "direct supervision" in the pesticide by-law with respect to the application of pesticides be referred to the Emergency Services, Community Services & Operations Committee for clarification.

Councillor Laidlaw  
Mr. D. McCaughan  
Ms. L.E. Payne

The motion to refer took precedence and was voted on first.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (11)

VOTING AGAINST: Councillor Findlay (1)

Carried

16. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland

THAT Section 3 of the Pesticide By-law be amended to include:

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

- lawn bowling greens provided that pesticides are applied or used only by or under the direct supervision of an IPM accredited person and that IPM methods are used and provided that a report is submitted to the City's Director of Operations, on or before January 31<sup>st</sup> of each year, a report on Pesticide usage, which must identify the quantity of each Pesticide applied to the lawn bowling green during the previous calendar year.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Hofland, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (10)

VOTING AGAINST: Councillors Findlay and Laidlaw (2)

Carried

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

17. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT Section 3 of the Pesticide By-law be amended to include:
- insect repellent for personal use.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

18. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT Section 3 of the Pesticide By-law be amended to include:
- City-owned, non-irrigated sports fields provided that pesticides are applied or used only by or under the direct supervision of an IPM accredited person and that IPM methods are used.

VOTING IN FAVOUR: Councillors Billings, Hofland, Kovach, Laidlaw and Wettstein (5)  
VOTING AGAINST: Councillors Beard, Bell, Farrelly, Findlay, Piper, Salisbury and Mayor Farbridge (7)

Defeated

19. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT Section 3 of the Pesticide By-law be amended to include:
- the control of specified invasive species within naturalization areas on City-owned lands and Grand River Conservation Authority-owned lands which are maintained by the City provided that pesticides are applied or used only by or under the direct supervision of an IPM accredited person and that IPM methods are used.

VOTING IN FAVOUR: Councillors Hofland, Farrelly, Kovach and Wettstein (4)  
VOTING AGAINST: Councillors Beard, Bell, Billings, Findlay, Laidlaw, Piper, Salisbury and Mayor Farbridge (8)

Defeated

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

20. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT the City's Healthy Landscape technician provides an annual report to the Community Development and Environmental Services Committee regarding the public education program.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

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

21. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT an annual report on the City's activities regarding the spraying of pesticides be provided to the Community Development and Environmental Services Committee and that staff provides public notice regarding the City's use of pesticides.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

Councillor Laidlaw  
Mr. D. McCaughan  
Ms. L.E. Payne

22. Moved by Councillor Billings  
Seconded by Councillor Wettstein  
THAT the matter with respect to pesticide use on Guelph Junction Railway lands and hydro corridors be referred to the Emergency Services, Community Services & Operations Committee.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (11)  
VOTING AGAINST: (0)

Councillor Kovach was not present during the vote.

Carried

Councillor Laidlaw  
Mr. D. McCaughan

23. Moved by Councillor Piper  
Seconded by Councillor Laidlaw  
THAT staff be directed to report back to the Emergency Services, Community Services & Operations Committee,

Ms. L.E. Payne

with recommendations and cost estimates on resources required to bring the sports fields to a level that is completely pesticide free.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (11)

VOTING AGAINST: (0)

Councillor Kovach was not present during the vote.

Carried

24. Moved by Councillor Beard

Seconded by Councillor Farrelly

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

Carried

25. Moved by Councillor Piper

Seconded by Councillor Hofland

THAT Council suspend the rules of By-law (1996)-15200, being the Procedural By-law, to continue beyond 11:00 p.m.

Carried

**Councillor Piper presented the Fourth Report of the Community Development & Environmental Services Committee.**

**Development Priorities Plan (DPP) 2008**

26. Moved by Councillor Piper

Seconded by Councillor Salisbury

THAT the Community Design and Development Services Report 08-30 regarding the 2008 Development Priorities Plan (DPP), dated April 10, 2008, be received;

AND THAT Guelph City Council approve the eighth annual Development Priorities Plan 2008 attached to Community Design and Development Services Report 08-30 dated April 10, 2008;

AND THAT Staff be directed to use the Development Priorities Plan to manage the timing of development within the City for the year 2008;

AND 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 2008 are not exceeded.

27. Moved by Councillor Bell

Seconded by Councillor Farrelly

THAT the Development Priorities Plan for 2008 be referred back to staff to consider including Grangehill Subdivision Phase 7 as a district heating area and to address the lack of development in the East side of the City.

The motion to refer took precedence as was voted on first.

VOTING IN FAVOUR: Councillors Bell and Farrelly (2)

VOTING AGAINST: Councillors Beard, Billings, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (10)

Defeated

28. Moved by Councillor Piper

Seconded by Councillor Salisbury

Mr. J. Riddell

THAT the Community Design and Development Services Report 08-30 regarding the 2008 Development Priorities Plan (DPP), dated April 10, 2008, be received;

AND THAT Guelph City Council approve the eighth annual Development Priorities Plan 2008 attached to Community Design and Development Services Report 08-30 dated April 10, 2008;

AND THAT Staff be directed to use the Development Priorities Plan to manage the timing of development within the City for the year 2008;

AND 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 2008 are not exceeded.

VOTING IN FAVOUR: Councillors Beard, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (11)

VOTING AGAINST: Councillor Bell (1)

Carried

### **Growing the Green Belt**

Hon. J. Watson  
Ms. L. Sandals  
Mr. S. Wilson  
Mayor C. White  
Mayor B. Whitcombe  
GRCA  
AMO  
Mr. J. Riddell

29. Moved by Councillor Piper  
Seconded by Councillor Salisbury  
THAT the recommendation of Report 08-44 dated April 7, 2008, from Community Design and Development Services regarding the request for comments on the draft criteria for "Growing the Greenbelt" from the Ministry of Municipal Affairs and Housing be received;

AND THAT the following comments be forwarded to the Ministry of Municipal Affairs and Housing regarding the draft criteria for expansion of the Greenbelt:

- Criterion 1: This criterion is appropriate and affords the public with an open and transparent consultation process based on sound planning rationale.
- Criterion 2: This is a reasonable criterion since it requires the balancing of the need for growth against environmental considerations when making decisions.
- Criterion 3: Isolated and disconnected patches would not be consistent with the systems approach of the Greenbelt Plan and, as such, is a reasonable criterion.
- Criterion 4: The four bullets under this criterion, with the exception of the first bullet, are appropriate and reflect the framework of the Greenbelt Plan.

The first bullet, which suggests that the Greenbelt is a provincial scale systems approach, is perhaps too broad a characterization of the scope of the Greenbelt Plan. The Greenbelt Plan is primarily based upon a broad scale "regional" area centred on the Oak Ridges Moraine and the Niagara Escarpment Plans in south central Ontario. The Plan is primarily feature-oriented and could perhaps be expanded to include similar features. In any event, the first bullet does not appear to add anything and the essence is captured by the remaining three bullets.

- Criterion 5: This criterion implies that an expansion of the Greenbelt Plan may impede a

municipality's ability to conform to the Growth Plan if the Greenbelt Plan is expanded. Alternatively, the expansion of the Greenbelt Plan could compliment the intent of the Growth Plan to curtail urban sprawl.

The intent of this criterion to ensure that two provincial plans do not conflict is reasonable; however, it could be more clearly articulated.

Criterion 6: This criterion is somewhat unclear. It could be more precisely rephrased to ask: Do the existing provincial plans, legislation or policy provide comparable or more protection than the Greenbelt Plan e.g., Clean Water Act, the Provincial Policy Statement and/or the implementation of such policies into municipal official plans?"

AND THAT this resolution and the accompanying staff report be forwarded to the Minister of Municipal Affairs and Housing, with a copy to Liz Sandals, MPP, the County of Wellington, the Townships of Puslinch and Guelph Eramosa, the Grand River Conservation Authority and the Association of Municipalities of Ontario as the City's comments on the draft criterion for Growing the Greenbelt.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Water Conservation and Efficiency Strategy Update  
– Public Advisory Committee Terms of Reference  
and Council Membership**

30. Moved by Councillor Piper  
Seconded by Councillor Salisbury

Dr. J. Laird

THAT Council approve the formation of a Water Conservation and Efficiency Public Advisory Committee, consistent with the attached Terms of Reference, to support the Water Conservation and Efficiency Strategy Update;

AND THAT Council appoint one member to the Water Conservation and Efficiency Public Advisory Committee.



VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

Counc. K. Farrelly  
Dr. J. Laird

31. Moved by Councillor Hofland  
Seconded by Councillor Beard  
THAT Councillor Kathleen Farrelly be appointed as the Council representative on the Water Conservation and Efficiency Public Advisory Committee.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

#### **Yard Maintenance By-law**

Mr. J. Riddell

32. Moved by Councillor Piper  
Seconded by Councillor Salisbury  
THAT City Council adopt a Yard Maintenance By-law in accordance with Community Design and Development Services Report 08-35 dated April 11, 2008.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

#### **Eastview Trails at Schroder Crescent**

Mr. J. Riddell

33. Moved by Councillor Piper  
Seconded by Councillor Salisbury  
THAT the Community Design and Development Services Report 08-32, dated April 11, 2008 pertaining to Eastview trails at Schroder Crescent – Update, be received;

AND THAT staff be directed to proceed with installation of demarcation along the property lines of numbers 63 through 87 Schroder Crescent to include a chain link fence along the rear property line of numbers 65 to 71 inclusive and number 79, to the edge of number 77; and a gate be installed on number 67; and a living fence with property markers be established for numbers 63, 73 to 77 inclusive and numbers 81 to 87 inclusive.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Councillor Laidlaw presented the balance of the Fourth Report of the Emergency Services, Community Services & Operations Committee**

**Heart & Stroke Big Bike Event – June 17 and 19, 2008**

Mr. D. McCaughan

34. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT the Heart & Stroke Big Bike special event for June 17 & 19, 2008, as outlined in the Operations report dated April 16, 2008, be approved.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Implementation of Overnight On-Street Parking**

Mr. D. McCaughan

35. Moved by Councillor Laidlaw  
Seconded by Councillor  
THAT the enforcement of the 2:00 a.m. – 6:00 a.m. parking restriction found in the Traffic By-law (2002)-17017, as amended, be temporarily suspended from May 1, 2008 until November 1, 2008;

AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1<sup>st</sup>, 2008 by geographical area.

VOTING IN FAVOUR: Councillors Beard, Bell, Farrelly, Hofland, Kovach, Laidlaw, Salisbury, Wettstein and Mayor Farbridge (9)  
VOTING AGAINST: Councillors Billings, Findlay and Piper (3)

Carried

**Parking Initiatives – Alternative Transportation Promotion**

36. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT operators of hybrid vehicles, as defined by Transport Guidelines for high fuel efficiency and hybrid vehicles, be offered a 25% discount on the cost of their monthly parking permit, provided the hybrid vehicle is the only vehicle registered to the permit.

VOTING IN FAVOUR: Councillors Beard, Farrelly, Findlay, Hofland and Laidlaw, (5)

VOTING AGAINST: Councillors Bell, Billings, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (7)

Defeated

37. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT operators of electric motor scooters and hybrid vehicles be offered a 25% discount on their hourly parking fees at the attended municipal parking facilities.

VOTING IN FAVOUR: Councillors Beard, Findlay, Hofland and Laidlaw (4)

VOTING AGAINST: Councillors Bell, Billings, Farrelly, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (8)

Defeated

Mr. D. McCaughan 38. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT should a waiting list for monthly parking permits exist, preference for monthly permits be given to those who carpool.

VOTING IN FAVOUR: Councillors Beard, Bell, Findlay, Hofland, Laidlaw, Piper, Salisbury and Mayor Farbridge (8)

VOTING AGAINST: Councillors Billings, Kovach and Wettstein (3)

Councillor Farrelly did not vote.

Carried

Mr. D. McCaughan 39. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland  
THAT the staff co-ordinate carpooling opportunities for city staff.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,

Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Wettstein and Mayor Farbridge (11)

VOTING AGAINST: Councillor Salisbury (1)

Carried

Mr. D. McCaughan

40. Moved by Councillor Laidlaw

Seconded by Councillor Hofland

THAT bicycle racks be strategically placed at each  
downtown parking facility.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,

Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

Mr. D. McCaughan

41. Moved by Councillor Laidlaw

Seconded by Councillor Hofland

THAT staff actively promote these alternatives to the  
public;

AND THAT staff report back on the effectiveness of  
promoting alternative transportation in 2009.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Wettstein and Mayor Farbridge (11)

VOTING AGAINST: Councillor Salisbury, (1)

Carried

### **Cassino Avenue Speed Cushion Pilot Project**

Mr. D. McCaughan

42. Moved by Councillor Laidlaw

Seconded by Councillor Hofland

THAT Speed Humps be utilized for permanent traffic  
management purposes instead of Speed Cushions;

AND THAT staff be authorized to continue to use Speed  
Cushions as an interim measure in neighbourhoods where  
speeding and excessive volume is an issue.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

**River Run Centre Capital Reserve Fund Expenditures**

Ms. A. Pappert  
Mr. B. Stewart

43. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland

THAT the report of the Director of Community Services dated April 16, 2008 with respect to River Run Centre Capital Reserve Fund Expenditures (2008) be received;

AND THAT expenditures to upgrade the theatre's audio, video and lobby monitor systems for the total amount of \$63,500 to be funded from the River Run Centre's Capital Reserve Fund in 2008 be approved.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Composition of Advisory Committee: Recreation, Parks and Culture Strategic Master Plan / South End Community Centre Component Study**

44. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland

THAT the report of the Director of Community Services dated April 16, 2008 with respect to the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study be received;

AND THAT the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study as outlined in the April 16, 2008 report be approved;

AND THAT one (1) member of City Council be appointed to this Advisory Committee

AND THAT a representative from the Guelph Youth Council be added the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study.

45. Moved in Amendment by Councillor Piper  
Seconded by Councillor Beard

THAT two members of Council be appointed to the Advisory Committee for the Recreation, Parks and Culture

Strategic Master Plan/South End Community Centre  
Component Study.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Laidlaw, Piper, Salisbury,  
Wettstein and Mayor Farbridge (11)

VOTING AGAINST: Councillor Kovach (1)

Carried

Ms. A. Pappert  
Mr. J. Riddell

46. Moved by Councillor Laidlaw  
Seconded by Councillor Hofland

THAT the report of the Director of Community Services  
dated April 16, 2008 with respect to the composition of  
the Advisory Committee for the Recreation, Parks and  
Culture Strategic Master Plan/South End Community  
Centre Component Study be received;

AND THAT the composition of the Advisory Committee for  
the Recreation, Parks and Culture Strategic Master  
Plan/South End Community Centre Component Study as  
outlined in the April 16, 2008 report be approved;

AND THAT two (2) members of City Council be appointed  
to this Advisory Committee;

AND THAT a representative from the Guelph Youth  
Council be added the composition of the Advisory  
Committee for the Recreation, Parks and Culture Strategic  
Master Plan/South End Community Centre Component  
Study.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

Counc. L. Piper  
Counc. K. Wettstein  
Ms. A. Pappert  
Mr. J. Riddell

47. Moved by Councillor Findlay  
Seconded by Councillor Beard

THAT Councillors Leanne Piper and Karl Wettstein be  
appointed to the Advisory Committee for the Recreation,  
Parks and Culture Strategic Master Plan/South End  
Community Centre Component Study.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

**Councillor Wettstein presented the Second Report of the Finance, Administration & Corporate Services Committee**

**Update Regarding 2007 Lottery Licensing Policy**

48. Moved by Councillor Wettstein  
Seconded by Councillor Bell

Mrs. L.A. Giles

THAT the report of the Director of Information Services/City Clerk dated April 2, 2008 providing an update regarding the 2007 Lottery Licensing Policy, be received for information;

AND THAT lottery licenses continue to be issued to eligible charitable/non-profit organizations from the City of Guelph and the County of Wellington only.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

**Annual Report on 2007 Permit Fees, Costs and Reserve Fund and Authorization to Expend Monies from the Building Services Reserve Fund**

49. Moved by Councillor Wettstein  
Seconded by Councillor Bell

Mr. J. Riddell  
Mr. B. Stewart

THAT the Annual Report (No. 08-37) on 2007 Permit Fees, Costs and Reserve Fund Related to Bill 124 Requirements from the Community Design and Development Services Department dated April 2, 2008, be received;

AND THAT Council authorizes staff to expend approximately \$138,320.00 plus taxes from the Building Services Reserve Fund to assist in funding Phase II (2008) of the Corporate AMANDA Evolution Project.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

**Transit Infrastructure Reserve**

Mr. B. Stewart  
Ms. A. Pappert  
Counc. M. Laidlaw

50. Moved by Councillor Wettstein  
Seconded by Councillor Bell  
THAT staff be directed to set up a reserve called "Transit Infrastructure Reserve" and allocate the funds received from the Ministry of Transportation to this reserve until projects are identified at a future date;

AND THAT the third paragraph under Background be amended to read as follows: *The funds will remain in the reserve until future projects are identified. During this time the reserve will continue to accumulate interest.*

AND THAT the Environmental Services, Community Services & Operations Committee consider the need for a process to articulate the City's transit strategy to guide the future budget process.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

### **2008 Property Tax Policy**

Mr. B. Stewart

51. Moved by Councillor Wettstein  
Seconded by Councillor Bell  
THAT the 2008 Tax Policies, attached as Schedule A, be adopted:

AND THAT staff be directed to prepare the necessary by-laws.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

### **Councillor Kovach presented the Fourth Report of the Governance & Economic Development Committee**

#### **City of Guelph – Records Retention Schedule**

Mrs. L.A. Giles

52. Moved by Councillor Kovach  
Seconded by Councillor Piper  
THAT By-law No. (1995)-14868, being a by-law to establish schedules of retention, be amended to



incorporate the revised retention periods as outlined in Schedule "A" attached to this report.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

### **By-law Enforcement – Service Review**

53. Moved by Councillor Kovach  
Seconded by Councillor Piper

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

THAT the Operations' report By-law Enforcement – Service Review of April 17<sup>th</sup>, 2008 be received;

AND THAT Council recognize that staff will immediately implement the reorganization of by-law enforcement service delivery as outlined in Appendix A of the Operations' Department Report By-law Enforcement – Service Review of April 17<sup>th</sup>, 2008.

AND THAT staff develop an operating approach for the delivery of by-law enforcement services that is consistent with the City's Strategic Plan for the consideration of Council.

AND THAT the By-law Enforcement Service Review Group continues to review other service related areas with respect to by-law enforcement.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

### **Reduction of costs from downtown policing and garbage/cleanup**

54. Moved by Councillor Kovach  
Seconded by Councillor Piper

THAT staff be directed to continue work to reduce policing and clean up costs related to nightlife activity in the downtown in co-operation with the Downtown Guelph Business Association and Nightlife Task Force as outlined in the report of the Downtown Economic Development Manager dated April 17, 2008;

AND THAT the success of the initiatives underway and the next steps be reported on an annual basis to Council.

55. Moved by Councillor Bell  
Seconded by Councillor Salisbury

THAT the matter with respect to the costs for policing and clean up costs associated related to the nightlife activity in the downtown be referred back to staff to consider cost recovery strategies.

56. Moved in Amendment by Councillor Piper  
Seconded by Councillor Kovach

THAT the consideration of cost recovery strategies related to nightlife activity include other areas of the City experiencing intensive nightlife activities.

VOTING IN FAVOUR: Councillors Billings, Kovach and Piper (3)

VOTING AGAINST: Councillors Beard, Bell, Farrelly, Findlay, Hofland, Laidlaw, Salisbury, Wettstein and Mayor Farbridge (9)

Defeated

57. Moved by Councillor Bell  
Seconded by Councillor Salisbury

THAT the matter with respect to the costs for policing and clean up costs associated related to the nightlife activity in the downtown be referred back to staff to consider cost recovery strategies.

VOTING IN FAVOUR: Councillors Bell, Billings, Farrelly, Kovach, Laidlaw and Salisbury (6)

VOTING AGAINST: Councillors Beard, Findlay, Hofland, Piper, Wettstein and Mayor Farbridge (6)

The motion was lost on a tied vote.

58. Moved by Councillor Kovach  
Seconded by Councillor Piper

M. P. Cartwright

THAT staff be directed to continue work to reduce policing and clean up costs related to nightlife activity in the downtown in co-operation with the Downtown Guelph Business Association and Nightlife Task Force as outlined in the report of the Downtown Economic Development Manager dated April 17, 2008;

AND THAT the success of the initiatives underway and the next steps be reported on an annual basis to Council.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,

Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Councillor Kovach presented Second Report of  
Council as Committee of the Whole**

**Appointments to Boards, Committees and  
Commissions**

Mrs. L.A. Giles

59. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw  
THAT Randee White be appointed to the Guelph Sports  
Hall of Fame for a term expiring November 2011;

AND THAT Tanya Lonsdale be appointed to the MacDonald  
Stewart Art Centre Board of Trustees for a term expiring  
November 2011.

AND THAT Delfino Callegari be appointed to the Guelph  
Twinning Committee for a term expiring November 2011.

AND THAT Ian Smith be appointed to the Guelph  
Twinning Committee for a term expiring November 2008.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Ontario Municipal Board - 154 Dublin Street North**

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

60. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw  
THAT the Mayor and Clerk be authorized to execute the  
Minutes of Settlement in the matter of an appeal to the  
Ontario Municipal Board relating to 154 Dublin Street  
North, being OMB File No. PL080038, subject to the final  
wording of the Minutes of Settlement being to the  
satisfaction of the Director of Community Design &  
Development Services and the City Solicitor.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings,  
Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper,  
Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

## CONSENT AGENDA

The following items #A- and A-3 were extracted from the Consent Agenda to be voted on separately.

61. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw  
THAT the balance of the April 28, 2008 Consent Agenda as identified below, be adopted:

a) **Victoria Road and Eramosa Road  
Reconstruction Contract No. 2-08004**

Mr. J. Riddell  
Mr. B. Stewart

THAT the tender of Goetz Construction Ltd. be accepted and that the Mayor and Clerk be authorized to sign the agreement for Contract 2-08004 for the Victoria Road and Eramosa Road Reconstruction for a total tendered price of 2,311,740.70 with actual payment to be made in accordance with the terms of the contract.

b) **Ministry of Natural Resources Geospatial  
License Agreement between the City and Her  
Majesty the Queen**

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

THAT Report 08-52 from Community Design and Development Services, dated April 28, 2008 be received;

AND THAT the Director of Community Design and Development Services be authorized to sign an agreement with Her Majesty the Queen in right of

Ontario as represented by the Ontario Ministry of Natural Resources (the "Licensor") for the use of Electronic Intellectual Property available through the attached Ontario Geospatial Exchange Agreement as it pertains to the City of Guelph and surrounding area;

AND THAT the Director of Community Design and Development Services be authorized to sign similar licensing agreements on behalf of Council.

c) **Biosolids Management Master Plan  
Implementation – Approval of an Agreement  
between the City of Guelph and Terratec  
Environmental Ltd.**

Dr. J. Laird  
Ms. L.E. Payne

THAT the Mayor and Clerk be authorized to enter into an Agreement between the City of Guelph and Terratec Environmental Ltd. to retain biosolids land application services in support of implementation of the Biosolids Management Master Plan, subject to the satisfaction of the Director of Environmental Services and the City Solicitor.

d) **Bus Purchase**

Mr. D. McCaughan  
Mr. B. Stewart  
Ms. A. Pappert

THAT a purchase order, in the amount of \$5,988,444 (excluding taxes), be issued to Nova Bus, Saint-Eustache Quebec for fourteen (14) 40 ft transit buses.

e) **Healthy Landscape Education Program**

Dr. J. Laird  
Mr. D. McCaughan

THAT the report of Environmental Services dated April 28, 2008 entitled 'Healthy Landscape Education Program', be received.

f) **Application to Alter Property Designated under the Ontario Heritage Act: 1453 Gordon Street**

Mr. J. Riddell

THAT the Community Design and Development Services Report 08-49 regarding alterations to elements designated under the Ontario Heritage Act at 1453 Gordon Street, dated April 28, 2008, be received;

AND THAT the alterations to elements designated under the Ontario Heritage Act at 1453 Gordon Street, as itemized in Attachment 3 to this report be approved with the following condition:

1. That the owner undertake a photographic record of the heritage resource to the satisfaction of Heritage Guelph prior to the issuance of the Building Permit. Three copies of the documentation to be provided to the City for archival purposes.

**C Items for Information of Council**

- 1) **Association of Municipalities of Ontario – Alert 'Municipal Infrastructure Funding – Building Canada Fund'**

AMO  
Liz Sandals  
Guelph Fed. Constituency

THAT the Association of Municipalities of Ontario Board of Directors resolution passed March 28, 2008, as follows, be endorsed:

*WHEREAS the Federal Government announced its intention to negotiate the Building Canada Framework Agreement with the Government of Ontario;*

*AND WHEREAS the Building Canada Framework Agreement has funding components for municipalities of all sizes with \$3.1 billion earmarked for Ontario's municipal government;*

*AND WHEREAS the federal government has signed six (6) of 13 framework agreements with Canada's other provincial and territorial governments;*

*AND WHEREAS Canada and Ontario have been holding discussions on the Building Canada Framework Agreement since late last year;*

*THEREFORE BE IT RESOLVED THAT the Governments of Canada and Ontario make a commitment to renewed, dedicated negotiations that will see a Building Canada Framework Agreement signed expeditiously so that Ontario's municipal governments can benefit from additional investment opportunities that a collaborative Canada-Ontario contribution agreement can bring to their significant infrastructure needs.*

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)

VOTING AGAINST: (0)

Carried

**Mitchell Farm Subdivision: Request for an Extension of Draft Plan Approval (File 23T-04503)**

62. Moved by Councillor Salisbury  
Seconded by Councillor Findlay

Mr. J. Riddell

THAT Report 08-45 regarding a request for a Draft Plan Approval extension to the Mitchell Farm Subdivision (23T-04503) from Community Design and Development Services, dated April 28, 2008, be received;

AND THAT the application by Black, Shoemaker, Robinson, Donaldson on behalf of Armel Corporation for a

three (3) year Draft Plan Approval extension to the Mitchell Farm Subdivision (23T-04503) on lands legally described as Part of Lots 6 and 7, Concession 1, Division "B", City of Guelph, be approved for an extended lapsing date of May 13, 2011, subject to the conditions outlined in Schedule 2 of the Community Design and Development Services Report 08-45, dated April 28, 2008.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

**Eramosa Road Bridge Rehabilitation, Contract No. 2-08013**

Mr. J. Riddell  
Mr. B. Stewart

63. Moved by Councillor Billings  
Seconded by Councillor Bell  
THAT the tender of Belor Construction Ltd. be accepted and that the Mayor and Clerk be authorized to sign the agreement for Contract 2-08013 for the Eramosa Road Bridge Rehabilitation for a total tendered price of \$1,432,877.25 with actual payment to be made in accordance with the terms of the contract.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: (0)

Carried

64. Moved by Councillor Farrelly  
Seconded by Councillor Hofland  
THAT the Committee rise with leave to sit again.

Carried

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

Carried

**BY-LAWS**

66. Moved by Councillor Hofland  
Seconded by Councillor Farrelly  
THAT leave be now granted to introduce and read a first and second time By-laws Numbered (2008)-18524 to (2008)-18550, inclusive.

Carried

The By-laws were read a first and second time at 12:23 o'clock a.m., April 29, 2008.

Council went into Committee of the Whole on By-laws Numbers (2008)-18524 to (2008)-18550, inclusive.

Mayor Farbridge in the Chair.

At 12:27 o'clock a.m., April 29, 2008, the Committee rose and reported By-laws Numbered (2008)-18524 to (2008)-18550, inclusive, passed in Committee without amendment.

67. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw  
THAT By-laws Numbered (2008)-18524 to (2008)-18550, inclusive, be read a third time and passed.

Carried

The By-laws were read a third time and passed at 12:28 o'clock a.m., April 29, 2008.

**MAYOR'S ANNOUNCEMENTS**

The Mayor advised that there will be an open house on April 30<sup>th</sup> with respect to the South End Fire Station.

**ADJOURNMENT**

The meeting adjourned at 12:30 o'clock a.m., April 29, 2008.

Minutes read and confirmed May 26, 2008.

.....  
Mayor

.....  
Clerk



**Summary of Recommendations for the 2008 Taxation Year**

<b>Policy</b>	<b>Staff Recommendation</b>
<b>Tax Ratios, Class Discounts and Tax Rates</b>	THAT the 2008 City tax ratios, class discounts and tax rates be approved as set out in Appendix 1; AND THAT staff be directed to prepare the necessary tax ratio and tax rating by-laws.
<b>Graduated tax rates</b>	No recommended for 2008
<b>Optional classes</b>	Not recommended for 2008.
<b>New Multi-Residential Properties</b>	THAT the Multi-residential property class continue as per By-law (2002)-16852.
<b>Phase- in</b>	Not applicable in 2008.
<b>Mandatory Capping</b>	THAT the following parameters be established for the purposes of calculating the 2008 capping claw back rates in accordance with Section 329.1 of the Municipal Act: <ol style="list-style-type: none"> <li>1. Cap limit of 10% of 2007 annualized taxes</li> <li>2. Minimum tax increase of 5% of 2007 CVA (Current Value Assessment)</li> <li>3. Move capped properties to CVA tax if the capped taxes are within a maximum of \$250 of CVA taxes without creating a shortfall</li> <li>4. Set a minimum tax level of 100% of CVA tax for new construction and new to class business properties (multi-residential, commercial and industrial);</li> </ol> AND THAT staff be directed to prepare the necessary by-law.
<b>Municipal Tax Reduction</b>	Not recommended for 2008.
<b>Tax relief for low-income seniors and persons with disabilities</b>	THAT the tax relief program for low-income seniors and low-income persons with disabilities be continued as adopted by By-law (2005)-17727.
<b>Tax relief for charities and other similar organizations</b>	THAT the tax relief program for charities be continued for the 2008 taxation year in accordance with BY-law (2002)-16851.

Appendix 1

2008 CITY OF GUELPH - TAX RATIOS, DISCOUNTS AND RATES

PROPERTY CLASS	PROVINCIAL RANGE OF FAIRNESS	CITY OF GUELPH TRANSITION RATIOS	PROVINCIAL THRESHOLD RATIOS	GUELPH'S 2001-2007 TAX RATIOS	RECOMMENDED CITY OF GUELPH 2008 TAX RATIOS	TAX RATE REDUCTIONS 2008	TAX RATES 2008
Residential	n/a	1.000000	1.000000	1.000000	1.000000		1.093301%
Residential - Farmland 1	n/a	1.000000	1.000000	1.000000	1.000000	25%	0.819976%
Residential - Farmland 11	n/a	1.000000	1.000000	1.000000	1.000000		1.093301%
New Multi-residential	1.0 to 1.1	1.000000	1.000000	1.000000	1.000000		1.093301%
Multi-residential	1.0 to 1.1	3.089700	2.740000	2.740000	2.740000		2.995645%
Multi-residential - Farmland 1	1.0 to 1.1	3.089700	2.740000	2.740000	2.740000	25%	0.819976%
Multi-residential - Farmland 11	1.0 to 1.1	3.089700	2.740000	2.740000	2.740000		2.995645%
Commercial	0.6 to 1.1	1.840000	1.980000	1.840000	1.840000		2.011674%
Commercial - Farmland 1	0.6 to 1.1	1.840000	1.980000	1.840000	1.840000	25%	0.819976%
Commercial - Farmland 11	0.6 to 1.1	1.840000	1.980000	1.840000	1.840000		2.011674%
Commercial - Excess Land	0.6 to 1.1	1.840000	1.980000	1.840000	1.840000	30%	1.408172%
Commercial - Vacant Land	0.6 to 1.1	1.840000	1.980000	1.840000	1.840000	30%	1.408172%
Industrial	0.6 to 1.1	3.271100	2.630000	2.630000	2.630000		2.875382%
Industrial - Farmland 1	0.6 to 1.1	3.271100	2.630000	2.630000	2.630000	25%	0.819976%
Industrial - Farmland 11	0.6 to 1.1	3.271100	2.630000	2.630000	2.630000		2.875382%
Industrial - Excess Land	0.6 to 1.1	3.271100	2.630000	2.630000	2.630000	35%	1.868998%
Industrial - Vacant land	0.6 to 1.1	3.271100	2.630000	2.630000	2.630000	35%	1.868998%
Pipelines	0.6 to 0.7	1.917500	1.917500	1.917500	1.917500		2.096405%
Farmlands	n/a	0.250000	0.250000	0.250000	0.250000		0.273325%
Managed Forests	n/a	0.250000	0.250000	0.250000	0.250000		0.273325%

Council Committee Room B  
May 5, 2008 5:30 p.m.

**A meeting of Guelph City Council.**

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

Staff Present: Mr. H. Loewig, City Administrator; Mr. M. Amorosi, Director of Human Resources; Ms. T. Sinclair, Assistant City Solicitor; Dr. J. Laird, Director of Environmental Services; Ms. A. Pappert, Director of Community Services; and Ms. T. Agnello, Deputy City Clerk

1. Moved by Councillor Laidlaw  
Seconded by Councillor Beard

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

- security of the property of the municipality
- personal matters about identifiable individuals
- litigation or potential litigation

Carried

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

.....  
Mayor

.....  
Deputy Clerk

Council Committee Room B  
May 5, 2008 5:32 p.m.

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

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

Staff Present: Mr. H. Loewig, City Administrator; Mr. M. Amorosi, Director of Human Resources; Ms. T. Sinclair,

Assistant City Solicitor; Dr. J. Laird, Director of Environmental Services; Ms. A. Pappert, Director of Community Services; and Ms. T. Agnello, Deputy City Clerk

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There were no declarations of pecuniary interest.

The Director of Environmental Services provided information with respect to litigation or potential litigation.

Dr. J. Laird  
Ms. L.E. Payne

- 1. Moved by Councillor Laidlaw  
Seconded by Councillor Piper  
THAT staff be given direction with respect to a matter with respect to litigation or potential litigation.

Carried

The City Administrator provided information with respect to security of the property of the municipality.

Mr. H. Loewig

- 2. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw  
THAT staff be given direction with respect to the security of the property of the municipality.

Carried

The Director of Community Services and the Director of Human Resources provided information with respect to a personal matter about identifiable individuals.

The meeting adjourned at 6:56 o'clock p.m.

.....  
Mayor

.....  
Deputy Clerk

Council Chambers  
May 5, 2008

**Council reconvened in formal session at 7:00 p.m.**

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

Staff Present: Mr. H. Loewig, City Administrator, Mr. J. Riddell, Director of Community Design & Development Services; Ms. T. Sinclair, Assistant City Solicitor; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. G. Atkinson, Policy Planner; Mr. C. DeVriendt, Senior Development Planner; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Co-ordinator

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There was no declaration of pecuniary interest.

**PLANNING PUBLIC MEETING**

**Amendments to Brownfield Redevelopment Community Improvement Plan**

Mr. Greg Atkinson, Policy Planner provided a brief synopsis of the report. He advised of the challenges to redevelopment including costs and liabilities. He outlined the benefits of developing brownfield sites and advised of Guelph's approach. He explained the financial incentive programs involved and then reviewed the proposed amendments. He stated staff intends to make amendments to the financial incentives and to expand the brownfield area eligible for financial incentives.

Mr. Andrew Lambden advised that there are over one hundred known contaminated properties in the City, and many more unknown and the level of contamination is uncertain on each property. He stated that being able to rely on financial assistance would provide a lot of incentive for developers to clean up brownfield properties. He provided an example of one of his developments where the level of contamination far exceeded the estimates from initial studies. He said that the importance of brownfield development is supported by all three levels of government. He listed various benefits to the City that would result from brownfield cleanup such as more housing, better transit, cleaner environment and safer groundwater. He would like to see all brownfield

incentives available city-wide. He believes the City will gain financially and environmentally.

Mr. J. Riddell

- 1. Moved by Councillor Burcher  
Seconded by Councillor Piper

THAT the Community Design and Development Services Report 08-42 regarding proposed amendments to the Brownfield Redevelopment Community Improvement Plan, dated May 5, 2008, be received.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Burcher, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (13)  
VOTING AGAINST: (0)

Carried

**Morning Crest Subdivision (Phase 2)**

Mr. C. DeVriendt, Senior Development Planner, provided a quick overview of the subdivision development. He advised the development proposes a total of 324 residential units, consisting of 47 residential lots for detached dwellings, 90 semi-detached residential units, 22 on-street townhouse units and 165 apartment units. The draft plan also includes a pedestrian walkway as a connection between two of the streets and corresponds with the location of a 10 metre wide servicing easement. He then advised that the owner wishes to rezone the lands to the Single Detached Residential Zone, the Residential Semi-Detached/Duplex Zone, the Residential On-Street Townhouse Zone, the Residential Apartment Zone and the Conservation Land Zone.

Mr. J. Riddell

- 2. Moved by Councillor Kovach  
Seconded by Councillor Billings

THAT Report 08-48 regarding a Proposed Draft Plan of Residential Subdivision and associated Zoning By-law Amendment for approval of Phase 2 of the Morning Crest Subdivision applying to property municipally known as 340 Eastview Road, City of Guelph, from Community Design and Development Services dated May 5, 2008, be received.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Burcher, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (13)  
VOTING AGAINST: (0)

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 Kovach

THAT the balance of the May 5, 2008 Consent Agenda as identified below, be adopted:

**240 & 250-258 Silvercreek Parkway North**

Ms. N. Shoemaker  
Mr. J. Riddell  
Mr. D. McCaughan  
Ms. L.E. Payne  
Mr. B. Stewart  
Mr. P. Cartwright

- a) THAT Report 08-38 dated May 5, 2008 regarding an application for a Zoning By-law Amendment for 240 and 250-258 Silvercreek Parkway North from Community Design and Development Services be received;

AND THAT the application by Black, Shoemaker, Robinson and Donaldson Ltd. on behalf of Armel Properties Ltd. for a Zoning By-law Amendment (File ZC0717) from the SC.1-8 Zone and the SC.1-18 Zone to the CC (Community Shopping Centre) Zone affecting properties municipally known as 240 & 250-258 Silvercreek Parkway North and legally described as Lots 32, 33, 34 and Part Lot 31, Registered Plan 599, City of Guelph be approved in accordance with the regulations set out in Schedule 2 of Community Design and Development Services Report 08-38, dated May 5, 2008.

**219 Silvercreek Parkway North and 292 Speedvale Avenue West**

Ms. N. Shoemaker  
Mr. J. Riddell  
Mr. D. McCaughan  
Ms. L.E. Payne  
Mr. B. Stewart  
Mr. P. Cartwright

- b) THAT Report 08-40 dated May 5, 2008, regarding an application for a Zoning By-law Amendment for 219 Silvercreek Parkway North and 292 Speedvale Avenue West from Community Design and Development Services be received;

AND THAT the application by Black, Shoemaker, Robinson and Donaldson Ltd. on behalf of Armel Properties Ltd. for a Zoning By-law Amendment (File ZC0719) from the SC.1-8 (Service Commercial) Zone to the CC (Community Shopping Centre) Zone affecting properties municipally known as 219 Silvercreek Parkway North and 292 Speedvale Avenue West and legally described as Lots 210-213, Registered Plan 568, City of Guelph be approved in accordance with the regulations set out in Schedule 2 of Community Design and Development Services Report 08-40, dated May 5, 2008.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Burcher, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (13)  
VOTING AGAINST: (0)

Carried

**104-110 Silvercreek Parkway North**

4. Moved by Councillor Piper  
Seconded by Councillor Laidlaw  
THAT Report 08-39 dated May 5, 2008 regarding an application for a Zoning By-law Amendment for 104-110 Silvercreek Parkway North from Community Design and Development Services be received;

Ms. N. Shoemaker  
Mr. J. Riddell  
Mr. D. McCaughan  
Ms. L.E. Payne  
Mr. B. Stewart  
Mr. P. Cartwright

AND THAT the application by Black, Shoemaker, Robinson and Donaldson Ltd. on behalf of Armel Properties Ltd. for a Zoning By-law Amendment (File ZC0718) from the SC.1-47 (Service Commercial) Zone to the CC (Community Shopping Centre) Zone affecting properties municipally known as 104-110 Silvercreek Parkway North and legally described as Block D and E, Registered Plan 615, City of Guelph be approved in accordance with the regulations set out in Schedule 2 of Community Design and Development Services Report 08-39, dated May 5, 2008.

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Burcher, Farrelly, Findlay, Hofland, Kovach, Piper, Salisbury, Wettstein and Mayor Farbridge (12)  
VOTING AGAINST: Councillor Laidlaw (1)

Carried

4. Moved by Councillor Piper  
Seconded by Councillor Laidlaw  
THAT the issue of drive-thrus be referred to staff to develop a policy that will consider the existing Community Energy Plan and Design Policies.

Mr. J. Riddell

VOTING IN FAVOUR: Councillors Beard, Bell, Billings, Burcher, Farrelly, Findlay, Hofland, Kovach, Laidlaw, Piper, Salisbury, Wettstein and Mayor Farbridge (13)  
VOTING AGAINST: (0)

Carried

**ADJOURNMENT**

The meeting adjourned at 8:20 o'clock p.m.



Minutes read and confirmed May 26, 2008.

.....  
Mayor

.....  
Deputy Clerk

395 Southgate Drive, Guelph  
May 12, 2008 6:30 p.m.

**A meeting of Guelph City Council.**

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

Absent: Councillor Findlay

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Dr. J. Laird, Director of Environmental Services; Ms. M. Neubauer, Director of Finance; and Ms. J. Sweeney, Council Committee Co-ordinator

Also Present: Guelph Hydro Inc. Board of Directors – Jane Armstrong, Robert Aumell, Brian Cowan, Rob Fennell, Barbara Leslie, Rick Thompson and Jasmine Urisk  
Guelph Hydro – Nicole Mailloux, Vice-President Human Resources; Ian Miles, Vice-President Business Development & Chief Financial Officer; Arlen Molyneaux, Director Engineering; Gary Parent, Acting Chief Financial Officer; Art Stokman, President; Matt Weninger, Director of Metering & Communications; and Dave Wilkinson, Director of Operations

- 1. Moved by Councillor Hofland  
Seconded by Councillor Salisbury

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

- A matter in respect of which a Council, Board, Committee or other body may hold a closed meeting under another Act.

Carried

The meeting adjourned at 6:31 o'clock p.m.

.....  
Mayor

.....  
Acting Clerk by Delegation

395 Southgate Drive, Guelph  
May 12, 2008 6:32 p.m.

A meeting of Guelph City Council meeting in Committee of the Whole pursuant to the Guelph Hydro Shareholder's Agreement.

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

Absent: Councillor Findlay

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Dr. J. Laird, Director of Environmental Services; Ms. M. Neubauer, Director of Finance; and Ms. J. Sweeney, Council Committee Co-ordinator

Jane Armstrong, Robert Aumell, Brian Cowan, Rob Fennell, Barbara Leslie, Rick Thompson and Jasmine Urisk representing Guelph Hydro Inc. and the affiliate companies were present  
Guelph Hydro – Nicole Mailloux, Vice-President Human Resources; Ian Miles, Vice-President Business Development & Chief Financial Officer; Arlen Molyneaux, Director Engineering; Gary Parent, Acting Chief Financial Officer; Art Stokman, President; Matt Weninger, Director of Metering & Communications; and Dave Wilkinson, Director of Operations

**DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT**

There were no declarations of pecuniary interest.

Jasmine Urisk, Art Stokman and Ian Miles presented information to the Committee.

1. Moved by Councillor Burcher  
Seconded by Councillor Kovach  
THAT the audited financial statements of Guelph Hydro Inc. for the year ended December 31, 2007, as prepared and reported upon by the Corporation's auditors be received.

Mr. P. Truex

Carried

2. Moved by Councillor Kovach  
Seconded by Councillor Laidlaw  
THAT Robert Aumell and Paul Truex be appointed as Directors of Guelph Hydro Inc. for a one year term.

Mr. P. Truex  
Mrs. L.A. Giles

Carried

Mr. P. Truex  
Mr. Stokman

3. Moved by Councillor Laidlaw  
Seconded by Councillor Beard  
THAT the recommendation by the Board of Guelph  
Hydro Inc. to appoint KPMG LLP as auditors of the  
Corporation to hold office until the next annual meeting of  
the shareholder of the Corporation, be approved.

Carried

The meeting adjourned at 7:30 o'clock p.m.

.....  
Mayor

.....  
Acting Clerk by Delegation

## **REPORT OF THE COMMUNITY DEVELOPMENT AND ENVIRONMENTAL SERVICES COMMITTEE**

May 26, 2008

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

Your Community Development and Environmental Services Committee beg leave to present their FIFTH REPORT as recommended at its meetings of May 9, 2008 and May 16, 2008.

- CLAUSE 1            THAT the Community Design and Development Report 08-55, dated May 9, 2008, regarding the 'Bicycle-Friendly Guelph Project' be received;
- AND THAT Council authorize staff to proceed with developing a bicycle transportation plan, including financing plan and implementation strategy, to make Guelph a bicycle-friendly city and achieve a target cycling modal share of 3% of all daily trips in ten years;
- AND THAT Council approve the establishment of a Bicycle Transportation Advisory Committee to facilitate the development of Guelph's bicycle transportation plan.
- CLAUSE 2            THAT Report 08-58, dated May 9, 2008 from Community Design and Development Services, regarding the heritage designation of 60 Manitoba Street be received;
- AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 60 Manitoba Street in accordance with the Ontario Heritage Act and as recommended by Heritage Guelph;
- AND THAT the designation by-law be brought before Council for approval, if no objections are received within the thirty (30) day objection period.
- CLAUSE 3            THAT Report 08-51 regarding a Noise Control By-law exemption request on behalf of the Guelph Jazz Festival for Saturday, September 6<sup>th</sup> and Sunday, September 7<sup>th</sup>, 2008, from Community Design and Development Services, dated May 9, 2008, be received;

AND THAT an exemption from Schedule `A' of the Noise Control By-law (2000)-16366, as amended, to permit noise from live amplified music in association with the Guelph Jazz Festival between the hours of 11:00 p.m. to 1:00 a.m. on Saturday September 6, 2008 and Sunday, September 7, 2008, be approved.

CLAUSE 4

THAT Report 08-05 regarding a sign variance for 11 Corporate Court from Community Design and Development Services, dated May 9, 2008, be received;

AND THAT the request for a variance from the Sign By-law for 11 Corporate Court to permit one building sign to be situated on the fifth storey of the building face in lieu of the by-law requirement of the first storey of a building face only, be approved.

CLAUSE 5

THAT the Community Design and Development Services Report 08-33 dated May 9, 2008, be received;

AND THAT the Master Plan for the development of the Joe Veroni Park, as proposed in Appendix 2 of Community Design and Development Services Report 08-33 dated May 9, 2008, be approved;

AND THAT staff be directed to proceed with the implementation of the Joe Veroni Park Master Plan;

AND THAT staff provide further information with respect to the decision making process regarding the trail connections at the Council meeting when this report will be considered.

CLAUSE 6

THAT Report 08-059 regarding a petition to prohibit the storage of portable toilets in the City of Guelph, from Community Design and Development Services, dated May 9, 2008, be received;

AND THAT staff takes no action with regard to the request to amend the Zoning By-law Number (1995)-14864 to prohibit the storage of portable toilets within 800 metres of a residence;

AND THAT the city facilitate mediation between the resident and the industrial property owner to resolve any outstanding issues.

CLAUSE 7

THAT Council adopt the Guelph Market Place Strategic Urban Design Plan, dated May 5, 2008;

AND THAT staff be directed to implement the capital projects within the study area as generally described in Attachment 4: 'Downtown Capital Projects Sequence, May 5, 2008', based on the financial plan provided in the Tax Supported Capital Guideline recommendation presented to Council May 12, 2008;

AND THAT staff undertake the construction document development for the Civic Square, including the skating rink/water feature, and the surface redesign of Carden and Wilson Streets, with design development in consultation with the 'Rink Rats' and the Downtown Guelph Business Association, in preparation for a phased construction implementation starting in 2009;

AND THAT Council authorize the 'Rink Rats', headed by Audrey Jamal, Mark Goldberg, Mark Rodford and Ken Hammill, to spearhead a fundraising campaign towards the construction of the skating rink/water feature and other elements of the Civic Square, and that staff assist in facilitating the campaign and report back to Council by or before January 2009 on recommendations for the 2009 construction season.

**The following motion was defeated on a tie vote at the May 9, 2008 Committee Meeting and is now before Council for consideration:**

*THAT Report 08-57, dated May 9, 2008 from Community Design and Development Services, regarding the heritage designation of 47-49 Alice Street be received;*

*AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 47-49 Alice Street, commonly known as the Valeriote House and Shoe Repairing Shop, in accordance with the Ontario Heritage Act and as recommended by Heritage Guelph;*

*AND THAT the designation by-law be brought before City Council for approval, if no objections are received within the thirty (30) day objection period. All of which is respectfully submitted.*

Councillor Lise Burcher, Chair  
Community Development &  
Environmental Services Committee

# COMMITTEE REPORT



**TO** **Community Development and Environmental Services  
Committee**

**SERVICE AREA** Community Design and Development Services  
**DATE** May 09, 2008

**SUBJECT** **Bicycle-Friendly Guelph Project**  
**REPORT NUMBER** 08-55

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## **RECOMMENDATION**

"THAT the Community Design and Development Report 08-55, dated May 9, 2008, on the 'Bicycle-Friendly Guelph Project' be received;

AND THAT Council authorize staff to proceed with developing a bicycle transportation plan, including financing plan and implementation strategy, to make Guelph a bicycle-friendly city and achieve a target cycling modal share of 3% of all daily trips in ten years;

AND THAT Council approve the establishment of a Bicycle Transportation Advisory Committee to facilitate the development of Guelph's bicycle transportation plan."

## **BACKGROUND**

Transportation Demand Management (TDM) is an important component of Guelph's Transportation Strategy, approved by Council in 2001, and the Guelph-Wellington Transportation Study, approved by Council in 2005. TDM is also part of Guelph's Growth Strategy to address the transportation implications of the City's projected growth to 2031.

TDM encourages alternative modes such as walking, cycling, carpooling and public transit to reduce the use of single-occupancy vehicles. The short-term and long-term benefits of TDM measures are well recognized and include: reducing roadway traffic congestion, greenhouse gas emissions and transportation infrastructure investments, as well as contributing to healthy communities.

Walking and cycling are two active modes of transportation that contribute to a healthy, physically active community. Encouraging active transportation has positive impacts on the social and physical well-being of individuals in the community, and can lower healthcare costs associated with unhealthy and unfit lifestyles.



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Walking accounts for an impressive 6.3% (or 15,000 trips) of all daily trips in Guelph at present, while cycling accounts for 1% (2,400) of them. The low cycling modal share is not consistent with the popularity of cycling in Guelph, and the purpose of the proposed bicycle transportation plan is to work with the cycling community and put in place a comprehensive infrastructure of cycling network and supporting programs with the goal of tripling the cycling modal share in ten years.

Guelph's TDM program is currently focused on two major initiatives: promoting walk-to-school among children and transit use among employees. These initiatives supplement the City's existing infrastructure for walking and the allocation of resources to enhance transit use. The proposed initiative is aimed at improving Guelph's cycling infrastructure to make Guelph a bicycle-friendly city and increase its cycling modal share.

## **Bicycle Transportation Plan**

The proposal to develop a bicycle transportation plan for Guelph is based on a review of the best practices in bicycle friendly cities across North America and Europe. The review was undertaken by staff with consulting assistance provided by Mpower Business Guides. A summary of the review is attached to this report (Annex 1).

The best practices review indicates that a high modal share of cycling and the perception of safety and convenience in cycling is the direct result of integrating the practices of engineering, education, encouragement, enforcement, and evaluation. The review also notes the role of the Bicycle Transportation Advisory Committee comprising municipal, stakeholder and industry representatives in the development and implementation of a bicycle transportation plan.

Based on this review and the need for community consultation, staff are recommending the establishment of a Bicycle Transportation Advisory Committee (BTAC) in Guelph to assist with developing and implementing the proposed bicycle transportation plan. The membership of the proposed BTAC will include:

- City staff (from Engineering, Traffic, Planning and Transit)
- Representatives from bicycle user groups or stakeholders
- Representatives from bicycle industry group
- Community representatives
- Representatives from environmental groups / stakeholders
- Representatives from health and education sectors
- Police Services

The purpose of the Bicycle Transportation Advisory Committee is to:

- represent the views of various user groups in the community
- assist in identifying weaknesses and gaps in the existing network, facilities, and implementation program
- provide input to developing Guelph's bicycle transportation plan and supporting programs
- assist in implementing the programs and initiatives from the final plan

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The development of the bicycle plan will include the following principal tasks:

- Inventory and base mapping of existing physical infrastructure and facilities
- Survey of public and user perceptions of cycling in Guelph
- Identify specific user groups and their needs
- Identify spatial desire lines for cycling based on land use distribution
- Review/update the City's bicycle network plan comprising both on-road and off-road facilities corresponding to user needs and cycling desire lines
- Identify supportive programs based on user needs, e.g. workplace amenities, bicycle parking, bike racks on buses etc.
- Establish design and safety standards for facilities and users
- Develop education and outreach programs targeting users, community, institutions and employers
- Establish cycling modal share targets, where possible by areas and user groups
- Develop an implementation and monitoring plan

The development of the bicycle transportation plan will be completed within one year and presented to Council for approval in April 2009.

## **CORPORATE STRATEGIC PLAN**

Goal 1: An attractive, well-functioning and sustainable city.

Goal 2: A healthy and safe community where life can be lived to the fullest.

## **FINANCIAL IMPLICATIONS**

The work on the Bicycle Transportation Plan will be carried out by City Staff with limited outside consulting services. The amount of \$25,000 is included in the approved 2008-2010 Capital Project RD0118 (Transportation Strategy Implementation).

## **DEPARTMENTAL CONSULTATION**

N/A

## **COMMUNICATIONS**

N/A

## **ATTACHMENTS**

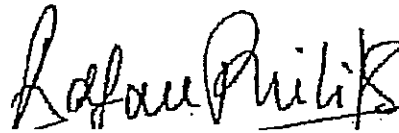
Attachment 1 - Bicycle Friendly City Project: International best practices review

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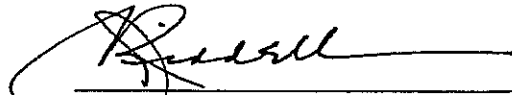
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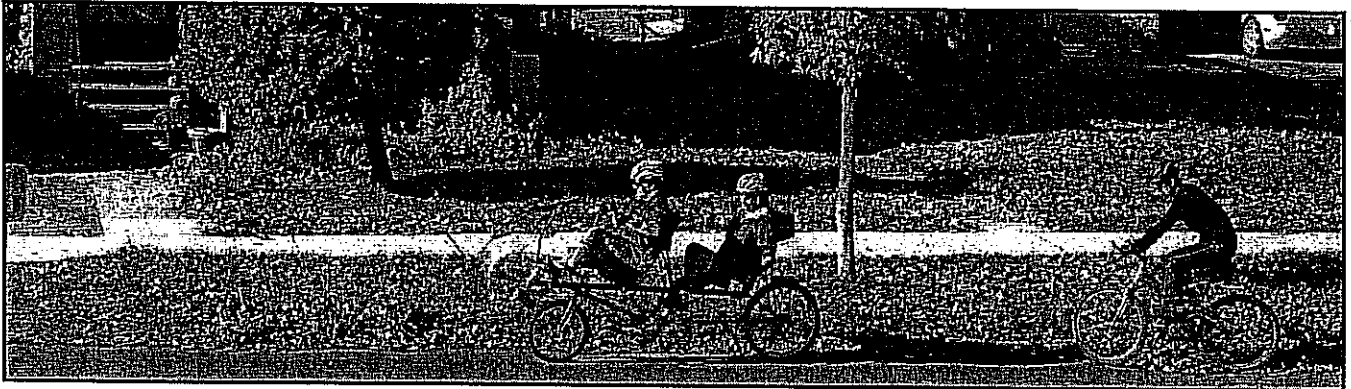


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# Bicycle Friendly City Project

*Phase One: International Best Practices Review*

April 2008

## Introduction

The City of Guelph has a strong potential for becoming a leading bicycle-friendly city in Canada. The combination of demographics, urban landscape, and new policy objectives for energy conservation and urban intensification are conducive to developing a stronger bicycling culture. The Bicycle Friendly City Project can address several challenges in Guelph, including the growing population pressures on road infrastructure, and the greenhouse gas emissions from the transportation sector. The objective of the Bicycle Friendly City Project is to create an infrastructure framework to increase the modal share of cyclists from the existing 1.0% of daily trips, to 3% in 10 years. This will translate to increasing the daily bicycle trips from 2,500 at present, to about 8,000 in 2018. Recreational trips are not included in these figures.

Phase one in the Bicycle Friendly City Project involves research into determining the best bicycling practices in North America and Europe. This information will help the Transportation Demand Management (TDM) program establish a plan that sets out objectives and recommendations required to create a safe, comfortable, and integrated bicycle network for the City of Guelph. The following report summarizes the measures that have resulted in high modal shifts toward cycling in the top twenty bicycle-friendly cities.

## Best Bicycle Practices – The Five Es

Research was conducted on twenty leading bicycle friendly cities in North America and Europe, including two local Ontario cities with population sizes comparable to Guelph. Our findings indicate that the top bicycling cities followed the best bicycle practices within five categories, which we have termed the 'Five Es'. The Five Es represent Engineering, Enforcement, Encouragement, Evaluation, and Education, and govern the decisions of the top cities to develop, implement, and manage their bicycle system plans. The Five Es have been adopted by the League of American Bicyclists, the Alternative Transportation Canada 'Go for Green', and the European Local Transportation Information Services (ELTIS). The twenty cities implemented the Five Es within a framework of community involvement, often achieved through a Bicycle Transportation Advisory Committee.

**Engineering** includes the identification of standards, design guidelines, and classifications for provision of bicycle transportation infrastructure. This includes, but is not limited to:

- bicycle infrastructure (lanes, bridges, route signage, safety signals)
- frequent road maintenance
- bike-friendly traffic calming
- end-use facilities *i.e.* bike racks, parking
- integrating cycling with other modes, *e.g.* bus bike racks on busses and trains
- bicycle-supportive infrastructure policies for engineers and planners

**Education** involves the development of marketing and public information programs and materials to expand public knowledge on the availability of cycling facilities, and benefits of cycling. This includes, but is not limited to:

- educating motorists to share the road
- safety programs for children and adults
- safety material inserts included in mandatory mail-outs (*i.e.* tax renewal, drivers licensing and testing, or inserts with utility bills each month)
- bicycle ambassador program
- bicycle instructors
- bicycle route maps
- bicycle public forums
- bicycle website
- government partnerships to promote safe cycling

**Encouragement** involves the development of incentives to enhance the use of cycling and walking as alternative transportation methods. This includes, but is not limited to:

- community incentive programs, *i.e.* awards, discounts, or recognition programs
- community partnerships with non-governmental organizations
- marketing, *e.g.* advertisement and public relations
- bicycle events, *i.e.* National Bike Month, Annual Bike Tours, Bike to Work week, mountain bike races, etc
- on-line trip planning
- Safe routes to schools, commercial centers, employment areas

**Enforcement** involves establishing rules for both cyclists and motorists on all types of routes. This includes, but is not limited to:

- full time bicycle coordinator
- policies for supporting cycling
- local police department liaison
- police enforcement of traffic laws that apply to cyclists
- Police enforcement to encourage motorists to share the road and drive safely near cyclists
- public safety employees on bikes
- mandatory helmet law

**Evaluation** establishes clear measurement tools to evaluate cycling infrastructure and programs under the Five Es to assist with future planning. This includes, but is not limited to:

- percentage change in modal share
- number of accidents, injuries, thefts
- public feedback system
- external funding opportunities for infrastructure, education, encouragement, etc.
- number of kilometers of bicycle paths, signed routes, and lanes in the network
- comprehensive bicycle master plan
- evaluation of bike routes that connect with each other to provide seamless transportation options

## Conclusion and Recommendations

The review of the best bicycling practices clearly indicates that a cycling plan must address each of the Five Es in order to successfully increase the modal share of cycling. Implementing the Five Es guides municipalities through a comprehensive approach to providing all types of cyclists with the infrastructure and education required to create a safe and practical cycling environment. The multitude of options within each category provides enough flexibility to tailor a cycling network to the needs and characteristics of any city.

The following recommendations have been put forth to determine the next steps to continue with phase two of the Bicycle Friendly City Project.

### **Recommendation:**

Develop a Bicycle Transportation Plan for the City of Guelph based on the Five Es best bicycling practices review from the leading North American and European cities. Specific objectives are:

- To complete a comprehensive bicycle transportation inventory of existing resources, infrastructure, facilities, user groups, and public perceptions to develop a clear baseline for future planning. This phase will include a S.W.O. T. (Strength, Weakness, Opportunities, Threats) analysis with public surveys, focus groups, and workshops guided by the Five Es.
- To establish a "Bicycle Transportation Advisory Board" to provide on-going input, monitoring and involvement on cycling-related matters in the city.
- To develop Bicycle Transportation Plan with input the Bicycle Transportation Advisory Board.
- To begin implementation the Bicycle Transportation Plan with clear measurable goals and objectives.

**Benefits:** This approach ensures a comprehensive, inclusive approach to creating a safe and enviable bicycle network in Guelph. It can lead to a significant increase in the modal share of cyclists, if implemented effectively. This approach also provides many opportunities for community involvement, giving meaning to the project as more than just an infrastructure initiative. It has a strong likelihood of leading Guelph toward being a best bicycle friendly city in Canada.

**Challenges:** Time and effort will need to be invested into community consultation and partnerships. There will need to be community commitment to making Guelph a bicycle-friendly city.

## Appendices

- a. Website Addresses: *League of American Bicyclist*, *Alternative Transportation Canada 'Go for Green'*, and the *'ELTIS - European's Local Transportation Information Services*.
- b. Best Bicycle Practices Spreadsheet



## Appendix A

### Website Addresses

League of American Bicyclist	<a href="http://www.bikeleague.org">http://www.bikeleague.org</a>
Alternative Transportation Canada 'Go for Green'	<a href="http://www.goforgreen.ca">http://www.goforgreen.ca</a>
ELTIS - European's Local Transportation Information Services	<a href="http://www.eltis.org">http://www.eltis.org</a>

## Best Practices Review of 20 American and European Cities

City	Demographics				Engineering																														
	Population (.000s)	Topography*	Climate	Modal Share	University town?	Funding (000,000s)	Spending (000,000s)	Arterials built for cyclists	All bridges with bike lanes	Bicycle Bridges	Bicycle signals	Bicycle lift for hills	Bike Lockers	Bike lane network objectives	Bike route signage	Blue lanes/enhanced visibility	Building code considers bikes	Contra-flow bike lanes	Continual network maintenance	Custom built bikes	End-use facility guidelines	Free City Bikes	Grade consideration for over/underpasses	Increased sensitive loops	Mobile bike repair shops	Partnerships	Rented City Bikes	Separated bike paths	Traffic calming	Trip chaining made possible					
Guelph	120	H			Y																X	X													
Davis, Ca, USA	64	F	mild to hot	17%	Y	Undisc.	Undisc.																												
Ottawa, ON	858		cold to hot	1.9%	Y	\$50																													
Montreal, Qc	1620	H	cold to hot	1%	Y	Undisc.	Undisc.																												
Portland, Or	538	H	mild	2%		Undisc.	1%																												
Vancouver, BC	578	H	mild	2%		Undisc.	Undisc.																												
Seattle, Wa	578	H	mild	1%		Undisc.	Undisc.																												
Waterloo Region	507	F	like Guelph	1%	Y	Y, Und.	\$33																												
Boulder, Co	101	H	like Guelph			Y, Und.	Undisc.																												
Peterborough, ON	80	H	like Guelph	7%**	Y	Y, Und.	Undisc.																												
Copenhagen	1145	F	-2 to +21	36%	Y	3.3																													
Barcelona	1673	F	+4 to +28	1.2%	Y																														
Amsterdam	735	F	0 to +22	40	Y																														
Sandnes, Nor.	117	M	-5 to +18	18%	Y																														
Trondheim, Nor	255	H	-6 to +18	18%	Y																														
Berlin	3405	F	-2 to +24	12%	Y																														

\* (F) flat  
(H) hilly  
(M) montane

\*\* includes walking

City	North America											Europe																																				
	Enforcement				Encouragement				Evaluation				Education				Community Stakeholders																															
	Full time bike coordinators	Law that protects the weakest	Partnerships	Policy for cycling	Police enforcement	Environmental approach	Economic approach	Events	Financial incentives (discounts, etc)	Health approach	Links with other campaigns	Online trip planning	Partnerships	Prominent advertising	Website	Partnerships	Partnerships	Surveys	Modal shifts	Accidents, causalties, thefts	Effectiveness studies	Open House	Events	News columns	Maps	Partnerships	Public forums for feedback	Bicycle Groups	Businesses	Corporations	Public Transport	Community Groups	Advisory Board															
Guelph																																																
Davis, Ca, USA																																																
Ottawa, ON																																																
Montreal, Qc																																																
Portland, Or																																																
Vancouver, BC																																																
Seattle, Wa																																																
Waterloo Region																																																
Boulder, Co																																																
Peterborough																																																
Copenhagen																																																
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Amsterdam																																																
Sandnes, Nor.																																																
Trondheim, Nor																																																
Berlin																																																

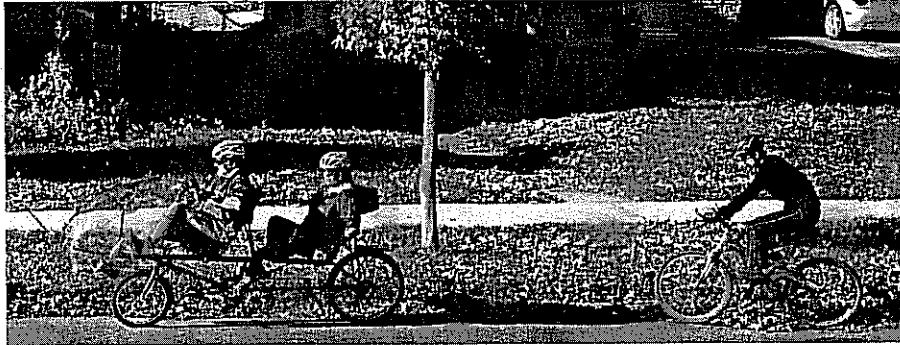
Information not available

# Bicycle Friendly Guelph Project

CDES Report – May 9<sup>th</sup>, 2008

Jennifer McDowell - Transportation Demand Management Coordinator

Rajan Phillips - Manager, Transportation and Development Engineering



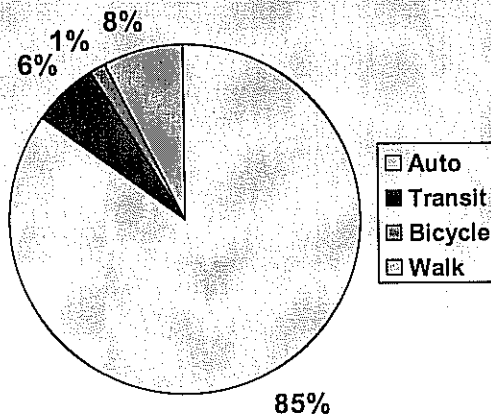
## Best Practice Review

CITY	Modal Share
Amsterdam, Netherlands	40%
Copenhagen, Denmark	36%
Trondheim, Norway	18%
<b>Davis, California</b>	<b>17%</b>
<b>Boulder, Colorado</b>	<b>14%</b>
Ottawa, Portland, and Vancouver	2%
<i>Guelph, Region of Waterloo, Seattle, and Montreal</i>	<i>1%</i>

## Best Practice Review – The 5 Es

1. Engineering
  - Infrastructure, physical facilities, traffic measures
2. Encouragement
  - Marketing and communications, promotions
3. Enforcement
  - Conformity to rules of the road
4. Education
  - Driver's education, public education campaigns
5. Evaluation
  - Measureables and benchmarking

## Current Daily Modal Split in Guelph (2006)

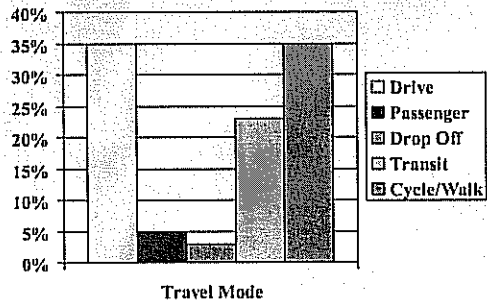


The 2006 Statistics Canada data indicates 2.4% of commuters cycle to work\*.

\*15 years or older with usual place of work or no fixed workplace address.

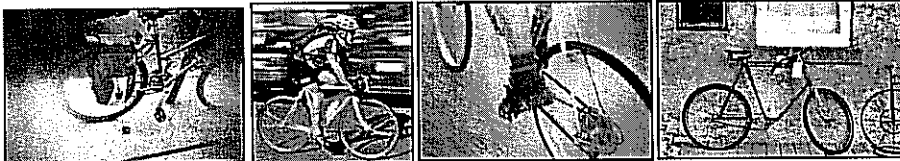
## University of Guelph TDM Success

- High density and mixed use core area
- Preferential parking for car pools
- Mandatory transit pass for students
  - Pilot project for employees
- Parking pricing
- Pedestrian priority
- Bike routes and paths
- No parking supply increase



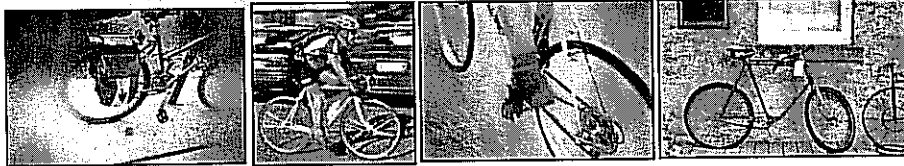
## Key Objectives

- Establish a Bicycle Transportation Advisory Board
- Develop a comprehensive bicycle transportation inventory
- Survey public and user groups
- Determine spatial desire lines for cycling based on land use distribution
- To develop complementary educational and social marketing programs
- To encourage and foster a culture of cycling in Guelph



## Recommendations

- Develop a bicycle transportation plan, financing plan, and implementation strategy to make Guelph a bicycle-friendly city and achieve a target modal share of 3% of all daily trips by 2018
- Establish a Bicycle Transportation Advisory Committee to facilitate the development of Guelph's bicycle transportation plan.



# COMMITTEE REPORT



**TO** Community Development and Environmental Services  
Committee

**SERVICE AREA** Community Design and Development Services  
**DATE** May 9, 2008

**SUBJECT** NOTICE OF INTENTION TO DESIGNATE 60 MANITOBA STREET,  
PURSUANT TO THE *ONTARIO HERITAGE ACT*

**REPORT NUMBER** 08-58

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## **RECOMMENDATION**

**THAT** report 08-58, dated May 9, 2008 from Community Design and Development Services, regarding the heritage designation of 60 Manitoba Street be received;

**AND THAT** the City Clerk be authorized to publish and serve Notice of Intention to Designate 60 Manitoba Street in accordance with the *Ontario Heritage Act* and as recommended by Heritage Guelph;

**AND THAT** the designation by-law be brought before City Council for approval if no objections are received within the thirty (30) day objection period.

## **BACKGROUND**

Heritage Guelph, the Municipal Heritage Committee, recommends to Guelph City Council that the structure situated at 60 Manitoba Street be designated under Part IV of the *Ontario Heritage Act*. The property is located on the west side of Manitoba Street between Arthur Street South and Wood Street (see Attachment 1). The property dimensions are 67 feet by 126.7 feet with a lot area of 788.65 m<sup>2</sup> (approx. .2 acre (.08 ha.)).

The residence, built c. 1878, was used as a small scale knitting factory from 1882/83 until 1893 by Samuel Carter. The site contributes to our understanding of cottage industries in the later part of the 19<sup>th</sup> century and to the local character of St. Patrick's Ward as a working class neighbourhood with a long history of mixed uses. The property also has a significant association with Samuel Carter, a successful local businessman, prominent local and provincial politician, pioneer of the Canadian co-operative movement, and influential member of the local Methodist community, during the late 19<sup>th</sup> century and early 20<sup>th</sup> century. A full description of the history and cultural heritage value of the residence is described in Attachment 2 – Heritage Guelph Background Report.



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The owner of the property has been extremely cooperative with Heritage Guelph members and is supportive of the designation. Heritage Guelph is pleased to recommend this property for heritage designation.

## **REPORT**

The one and one-and-one-half storey wood frame building located at 60 Manitoba Street meets the criteria for designation as defined under Regulation 9/06 - Criteria for Determining Cultural Heritage Value or Interest as outlined in Attachment 3 of this report. The statement of reasons for the designation, which includes the specific elements to be protected, is presented in Attachment 4.

This report recommends that a Notice of Intention to Designate 60 Manitoba Street be published and served. Publication of the Notice provides a 30-day period for comments and objections to be filed. At the end of the 30-day period, and having dealt with any objections that may have been submitted through the Conservation Review Board, Council may choose to pass the by-law registering the designation of the property on title, or it may decide to withdraw the Notice and not proceed with the designation.

Community Design and Development Services staff and Heritage Guelph members are recommending that Council proceed with publishing and serving the Notice of Intention to Designate. As soon as the notice is served the building falls under the *Ontario Heritage Act*.

## **CORPORATE STRATEGIC PLAN**

Goal 4 – A vibrant and valued arts, culture and heritage identity.

## **FINANCIAL IMPLICATIONS**

None.

## **DEPARTMENTAL CONSULTATION**

At their March 10, 2008 meeting Heritage Guelph, the City's Municipal Heritage Committee, endorsed staff taking the Notice of Intention to Designate to Council for consideration.

## **COMMUNICATIONS**

In accordance with the *Ontario Heritage Act* (Section 29, Subsection 1), Notice of Intention to Designate shall be:

1. Served on the owner of the property and on the Ontario Heritage Trust; and,
2. Published in a newspaper having general circulation in the municipality.

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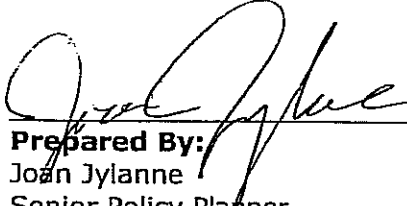
## ATTACHMENTS

Attachment 1 - Location Map

Attachment 2 - Heritage Guelph Background Information Report: 60 Manitoba St.

Attachment 3 - Designation Assessment - Criteria for Determining Cultural Heritage Value or Interest

Attachment 4 - Statement of Reasons for Designation



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Paul Ross

Chair, Heritage Guelph



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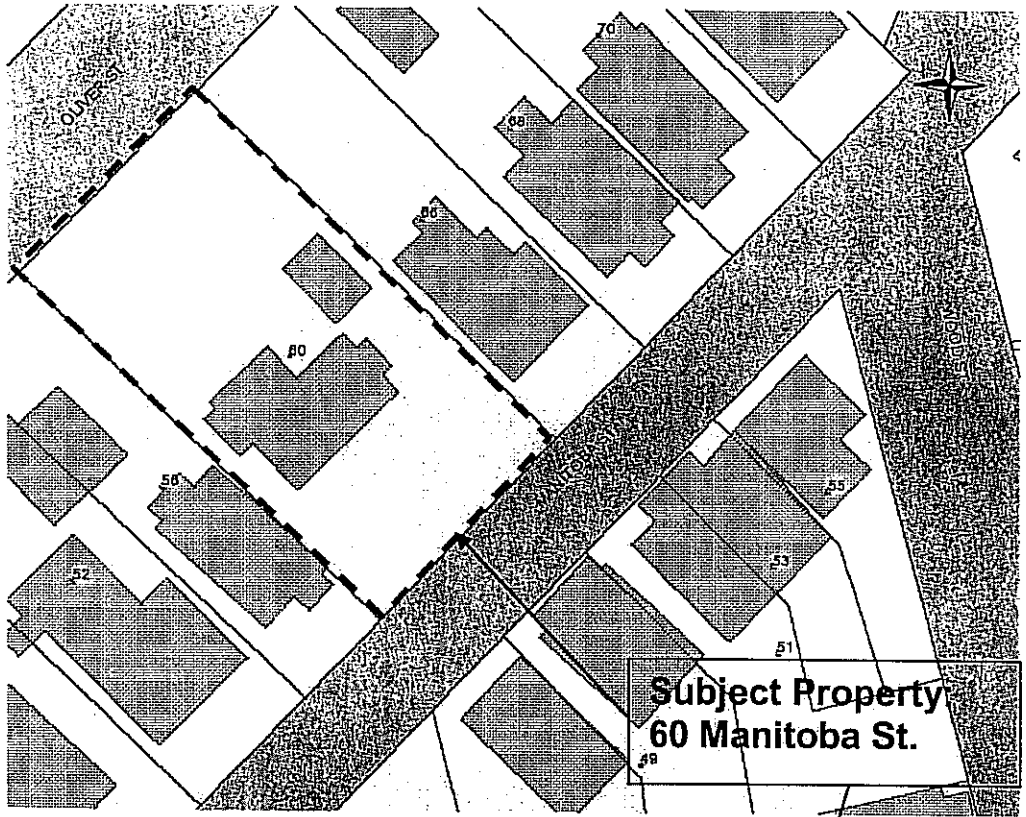
James N. Riddell

Director of Community Design and Development Services

519 837-5616 x 2361

[jim.riddell@guelph.ca](mailto:jim.riddell@guelph.ca)

ATTACHMENT 1 – LOCATION MAP



**CITY OF GUELPH**

HERITAGE GUELPH (THE MUNICIPAL HERITAGE COMMITTEE)

**BACKGROUND INFORMATION FOR PROPOSED  
DESIGNATION OF SITE**

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60 Manitoba Street



PREPARED BY: LIBBY PERCIVAL  
APRIL 2008

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Taken from the southeast. Source: Libby Percival

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## **1.0 Introduction**

Heritage Guelph, the City of Guelph's Municipal Heritage Advisory Committee, has assessed the cultural heritage value of the property located at 60 Manitoba Street for the purposes of heritage designation.

This report contains information that has been prepared to support the designation process, including a description of the property, historical background, a statement of cultural heritage value or interest, and a description of the property's heritage attributes.

The house located at 60 Manitoba Street is an L-shaped wood frame building, with one and one-and-one-half storey sections, built in a vernacular style. The house is situated on a 1/5 acre lot, with a large setback from the street.

The house, which was adapted for use as a small-scale knitting factory from 1882/83 until 1893, contributes to an understanding of the development of cottage industries in Guelph in the later part of the 19th century. It also contributes to an understanding of the local character of St Patrick's Ward as a working class neighbourhood with a long history of mixed uses, and it supports the compact, low-rise character of the streetscape prevalent in the Ward today.

The property has a significant association with the life and work of Samuel Carter, a successful local businessman, a prominent local and provincial politician, a pioneer of the Canadian co-operative movement, and an influential member of the local Methodist community during the last two decades of the 19th century and the first three decades of the 20th century. As a new immigrant to Guelph in 1882/83, Carter established the knitting factory, forerunner to the Royal Knitting Company, in the house at 60 Manitoba Street, employing seven or eight people in the manufacture of gloves, mitts, and hosiery.

The property at 60 Manitoba Street is recommended for designation for its historical, associative and contextual value.

## 2.0 Location of Property

The property at 60 Manitoba Street lies within Ward 1 of the City of Guelph. The area has previously formed part of the East Ward and St Patrick's Ward.

The property is located on the west side of Manitoba Street, between Arthur Street S. and Wood Street. The property is bounded on its northwest side by Oliver Street.

The boundary of the property is legally described as: Lot 6, Plan 244; Block 71340, Freehold property number 0178.

The lot is 788.645 square metres in size, or approximately one fifth of an acre.



*Figure 1. Aerial photo of 60 Manitoba Street, Guelph. Source: City of Guelph  
Lot 6, Plan 244 is outlined in red*



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### 3.0 Description of Property

The house at 60 Manitoba Street was built in a vernacular style. It is currently made up of three attached parts:

- squarish, one storey wood frame house with a cobblestone foundation, low-pitched gable roof and front verandah;
- rectangular one-and-one-half storey wood frame house with front-facing gable; and
- one storey cinderblock pavilion addition to the rear of the building.

The house is finished with white painted stucco.

The one storey and one-and-one-half storey sections, which together form a rough L-shape, probably make up the original house. The rear pavilion is a more recent addition.

A small rectangular garage with a low-pitched, gable roof is set back behind the north corner of the house.

The front verandah is the main decorative feature of the building, making a modest reference to the Victorian Regency style of architecture. Open on the southwest side, it has a shed-style roof, supported at the front by four slender, turned wood posts with decorative brackets. The outer posts are connected by low railings, which are set over a series of short, upright balusters. The balusters are a recent addition to the verandah – a 1974 photo of the house shows the railings set over simpler, inverted V-shaped supports (see Figure 10).

The one storey section of the house has a central front door, with two windows arranged symmetrically on either side of the door. The one-and-one-half storey section has two windows arranged asymmetrically on the front facade, one on each storey. A small pavilion has also been added to the northeast side of the building section as a second entranceway.

The main door and window openings on the front (southeast) and side (southwest) elevations appear to have their original wooden casings. The single hung sash windows and decorative shutters on the front façade of the one-and-one-half storey section are more recent additions.

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## **4.0 Historical Background**

### **4.1 Review of Land Registry Records**

The parcel of land on which the property at 60 Manitoba Street is located was first purchased from the Canada Company on 24 December 1835 by Samuel Crawford. Crawford purchased 23 acres of land, consisting of Lot 2 in the First Range of Division F in the Township of Guelph.

Crawford sold 10 acres of this land to Henry Huggard Oliver on 21 February 1838. Oliver died on 29 July 1853.

On 22 June 1846, Plan 244 was registered with the Municipality of Wellington. The plan subdivided a large part of Oliver's property into 40 new building lots – Lots 1 to 13 along the north side of Manitoba Street, Lots 14 to 29 along the north side of Oliver Street, and Lots 30 to 40 along the south side of Alice Street.

The Abstracts of Titles held at Guelph's Land Registry Office indicate that Lots 6 to 10 on Oliver's side of Manitoba Street were first sold on 28 July 1876 to Reverend George Wood, who also owned lots on the south side of the street.

Rev Wood and his wife subsequently sold Lot 6 to John M Simpson on 10 May 1878. The deed indicates that Simpson paid \$125 for the property, however a \$300 mortgage registered against the title on 15 May 1878 suggests that Simpson began to erect a frame house on the property around this time.

A rise in real property value from \$80 to \$300 between February 1878 and February 1879 is confirmed by the property tax Assessment Rolls for the Town of Guelph (see below).

In November 1880 the property was sold by John Simpson and his wife to Alexander McDonald; two years later it was sold to John A Lamprey. Both McDonald and Lamprey leased the property to tenants, including Samuel Carter (see below).

The Abstracts of Titles from the years 1882 to 1969 indicate that the property changed hands a dozen times over the next 90 years.

### **4.2 Historical Maps**

Nineteenth century plans of Guelph indicate that there were no buildings in the vicinity of the property at 60 Manitoba Street in 1862 (Figure 3) and circa 1875-77 (Figure 4).

However, the L-shaped outline of the main house can be traced on fire insurance plans dating to November 1907 (Figure 6), February 1929 (Figure 8) and June 1960 (Figure 7). The fire insurance plans indicate that the L-

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shaped house was constructed of wood and has historically been finished with rough-cast plaster.

The 1907 and 1929 plans show that the building previously had different, one storey additions to the rear. The 1929 plan also indicates that the main house had a front verandah.

The fire insurance plans demonstrate that the building has always had a significant front setback, which is inconsistent with the other houses in the street.

They also indicate that Lot 6 is the only 1/5 acre lot from the original subdivision of Oliver's land facing Manitoba Street which has not been further subdivided into two freehold properties.

#### **4.3 Property Tax Assessment Rolls and City Directories**

A review of the Assessment Rolls and Directories for the City of Guelph for the years from 1876 to 1912 has provided additional details on the early occupants of the building at 60 Manitoba Street and their use of the property.

From February 1876 to February 1878 no one was listed as residing at the property. In February 1879, the assessed value of the property jumped from \$80 to \$300 and John Simpson, a mason by profession, was listed as the owner and occupier of the house. In 1879, the Assessment Rolls show that 8 people were living on the small property; by June 1880, there were 11 people living at the site.

The Assessment Rolls from July 1884 to July 1892 indicate that the property was tenanted by Samuel Carter, a knitter by profession. Carter, who was listed as 23 years old in 1884, established a small-scale knitting factory at the site.

The foundation of Carter's knitting factory is confirmed by the *Guelph City Directory* for the years 1885-1886. The publishers provided a list of the manufacturers in Guelph at the front of the directory:

"The Knitting Mill of Samuel Carter was established in 1882, and employs seven or eight hands in the manufacture of gloves, mits, hosiery, &c."<sup>1</sup>

The Directory's list of street addresses places Carter's knitting factory on Manitoba Street; it also confirms that Carter himself was boarding

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<sup>1</sup> *Guelph City Directory for 1885-86*, compiled and published by William W Evans, Toronto, 1884, p 28.

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at a house on Ontario Street and was therefore not using the house at 60 Manitoba Street as a place of residence.

By 1887 the Assessment Rolls indicate that Carter maintained \$700 of personal property at the Manitoba Street property – presumably indicating the value of his knitting machines. He was also listed as the resident of a house at 76 Cross Street. In 1893, the Manitoba Street property was assessed under the new name of Carter’s manufacturing business, the Royal Knitting Company.

In May 1893, John Lamprey sold the property on Manitoba Street to Mrs Honora Garvey. Carter’s Royal Knitting Company moved to new premises at 41 Norwich Street. Carter himself went on to become a prominent local and provincial politician, a pioneer of the Canadian co-operative movement and an influential member of the local Methodist community. Mrs Garvey moved into the premises at Manitoba Street and lived there with her family for the next decade.

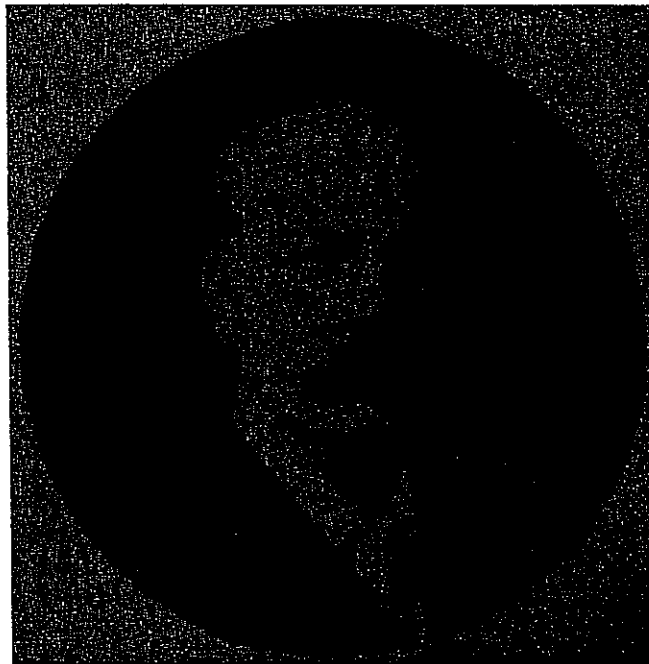
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## 5.0 Assessment of Cultural Heritage Value or Interest

### 5.1 Historical or Associative Value

The property at 60 Manitoba Street has significant historical value as an example of a late 19<sup>th</sup> century frame house, built within a vernacular tradition, which was adapted for use as a small-scale knitting factory from 1882/83 until 1893. As such, the property contributes to an understanding of the development of cottage industries in Guelph during the late 19<sup>th</sup> century. It also speaks to the working-class character of St Patrick's Ward, and the historical mixture of residential and small-scale industrial activity within this neighbourhood.

The property at 60 Manitoba Street also has a significant association with the life and work of Samuel Carter, a prominent member of the Guelph community during the last two decades of the 19<sup>th</sup> century and the first three decades of the 20<sup>th</sup> century.



*Figure 2. Samuel Carter, circa 1908*

*Source: The Royal City of Canada, Guelph and her Industries, Souvenir Industrial Number of the Evening Mercury of Guelph*

Samuel Carter was born on 8 December 1859 in Ruddington, Nottinghamshire, England. Ruddington was an industrial village, where Carter's father had worked as a hand-frame "stockinger" in one of the local workshops.

Carter immigrated to North America in 1880, possibly to Philadelphia. He arrived in Guelph in 1882/83, when he was 21 years old, and soon set up his

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own knitting factory in the house at 60 Manitoba Street. Carter became partners with Thomas Wootton in 1889 and together they founded the Royal Knitting Company. They moved the manufacturing business to new premises at 41 Norwich Street in 1893. Carter became the sole proprietor of the business in 1897. By 1908 the business employed 75-80 workers. They manufactured "woolen mitts, gloves, stockings, toques and sashes, which [were] sold to all the leading wholesalers, their trade reaching to every province."<sup>2</sup> Carter retired in 1923 and sold the business.

Carter has been recognised as a pioneer of the co-operative movement in Guelph and in Canada. He became the second president of the Workingman's Co-operative Association of Guelph in 1907, and in 1909 he became the first president of the Co-operative Union of Canada (later part of the Canadian Co-operative Association), serving until 1921.

Carter was an influential member of the Paisley Street Primitive Methodist Church in Guelph. He became a local preacher, church trustee, and superintendent of the Sunday School. After fire destroyed the church in April 1907, Carter led the contributions to a fund to build a new church. The Paisley Memorial Methodist Church (now the United Church) was opened in March 1908 – the first permanent church in St Patrick's Ward. Carter is remembered at the church by the dedication of lead-light window, designed by Gordon Couling.

Carter had a significant political career in Guelph. Carter served as an Alderman of Guelph City Council from 1900 to 1903, and as Mayor of Guelph from 1913 to 1914. He went on to represent Wellington South in the Legislative Assembly of Ontario from 1914 to 1919 as a Liberal-Prohibitionist Member.

As an Alderman, Carter supported the municipal ownership of public utilities, especially ownership of the electric light plant and the electric street railway. Carter served as a member of the Board of Light and Heat Commissioners for the city for 25 years. As Chair of the Board, Carter played a prominent roll in the introduction of hydro-electric power to Guelph. He was also vice-president of the Hydro-Electric Union.

An editorial in the 1919 *Guelph Evening Mercury*, endorsing Carter's candidacy in the Provincial election, describes Carter as a man who:

"... gained the mastery over his environment, his early shortcomings, his limited outlook and made himself, not by chance or clever invention but by persistent labor, a successful business man who knew not the meaning of the word defeat. He has accomplished many things of benefit for the people

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<sup>2</sup> *The Royal City of Canada, Guelph and her Industries*, Souvenir Industrial Number of the Evening Mercury of Guelph, Canada, 1908, p 37.

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that others would deny him. He has fought to better the conditions of the toiling children in the hands of exploiters; he has endeavoured to uplift the man who was down and has succeeded in his work beyond expectations. He is a man of the people who has surmounted every obstacle by hurdling them, no crawling under, making no compromises with what he believed to be crooked, and wanting the same law to govern the high and the low, without fear or favor."<sup>3</sup>

## **5.2 Contextual Value**

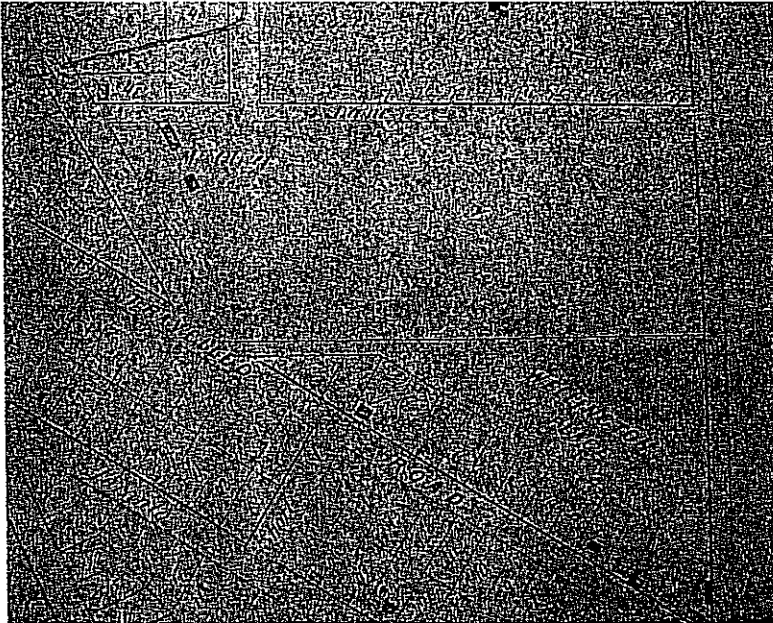
The property at 60 Manitoba Street is unusual because it is the only 1/5 acre lot remaining from the original 1876 subdivision of Henry H Oliver's land facing Manitoba Street which has not been further subdivided into two freehold properties. The property therefore has potential to yield important information about the development of the compact, low-rise streetscape prevalent in St Patrick's Ward today.

The location of the building on the property is also unusual insofar as it was built with a significant front setback, which is inconsistent with the other houses fronting the street.

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<sup>3</sup> Quoted in Gerald Bloomfield in *Historic Guelph*, Vol 32, 1993, p 23

## 6.0 Maps and photos



*Figure 3. Detail of T W Cooper's Map of the Town of Guelph, 1862, showing buildings on Oliver's property. There is no building in the vicinity of 60 Manitoba Street at this time. Source: Guelph Civic Museum*



*Figure 4. Detail of T W Cooper's Map of the Town of Guelph, circa 1875-77, showing buildings on Oliver's property. There is still no building in the vicinity of 60 Manitoba Street at this time. Source: University of Guelph Archives*



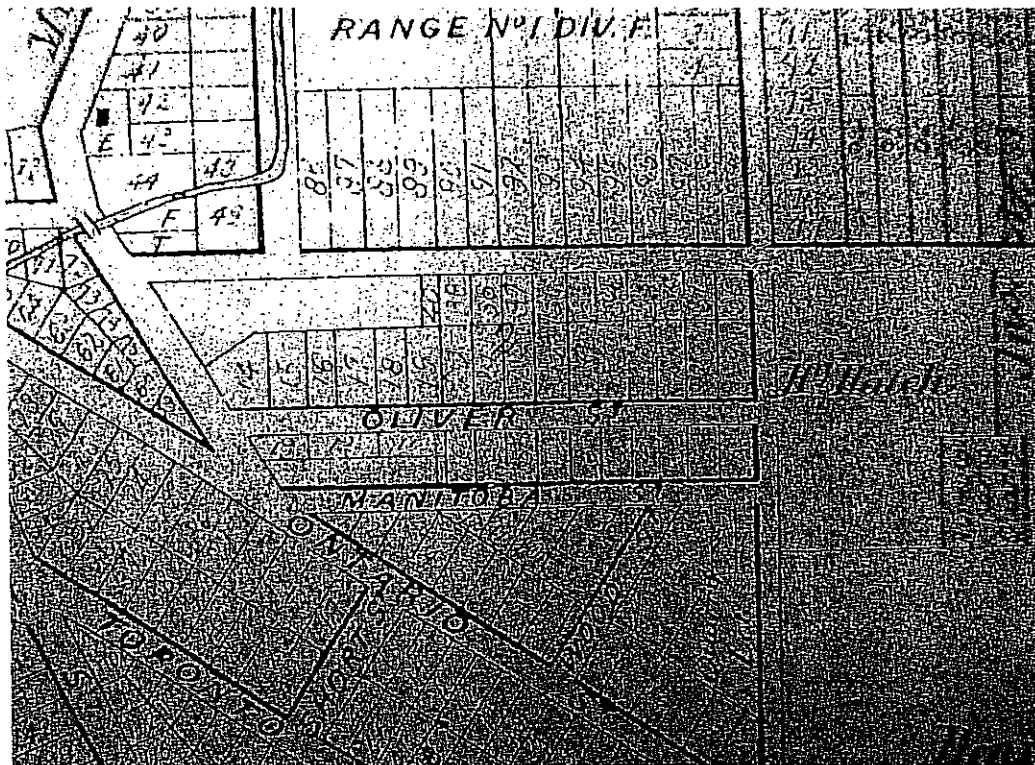


Figure 5. Detail of Alfred T Cotterell's Map of the Town of Guelph, showing the subdivision of Oliver's Estate along the north side of Manitoba St. Wellington County Atlas 1877. Source: Guelph Public Library



Figures 6 & 7. Details of Fire Insurance Plans of the City of Guelph, showing the L-shaped outline of the main building at 60 Manitoba St in November 1907 (left) and June 1960 (right). Charles E Goad and the Underwriters' Survey Bureau Limited. Source: Guelph Public Library microfilm

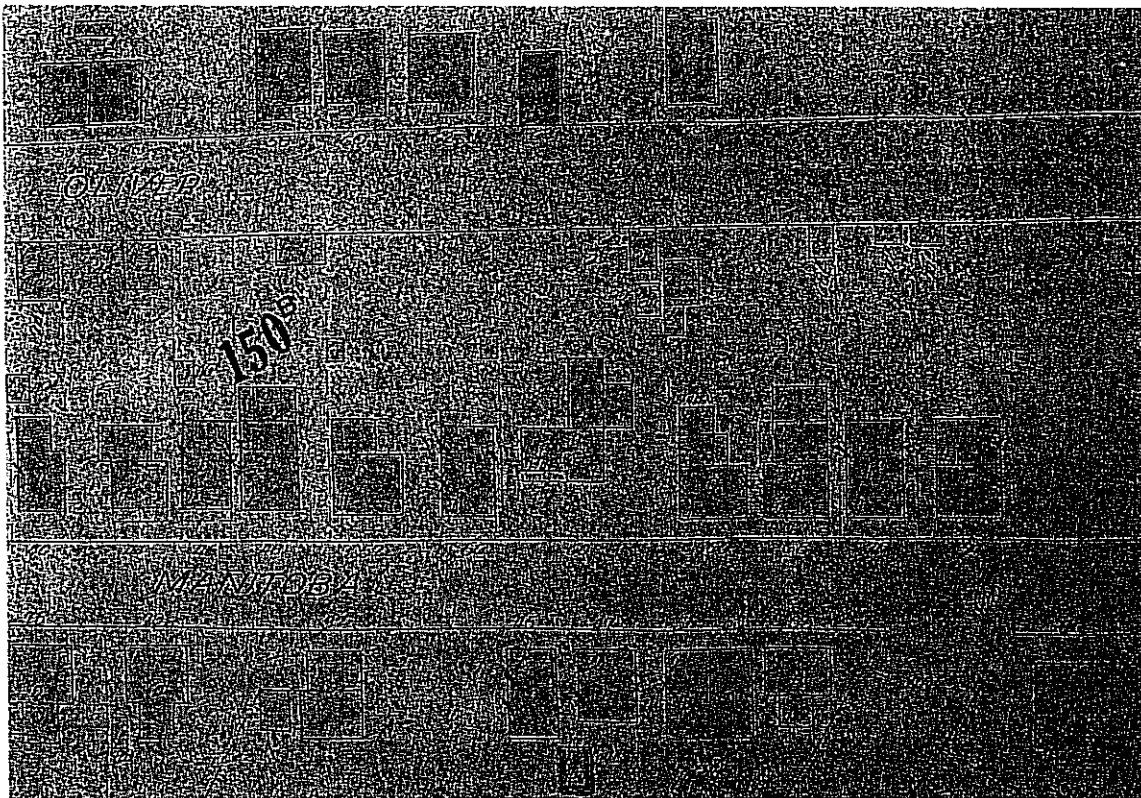


Figure 8. Detail of Fire Insurance Plan of the City of Guelph, showing the outline of the main building at 60 Manitoba St in October 1929. Underwriters' Survey Bureau Limited. Source: Guelph Civic Museum



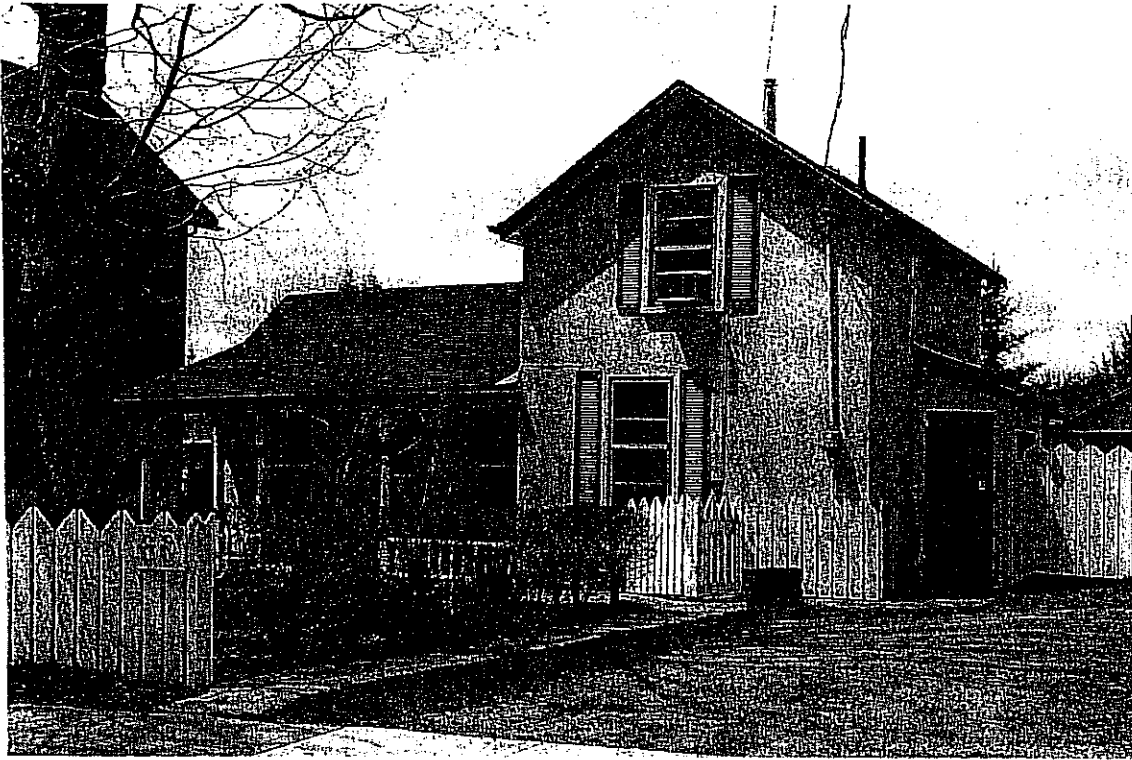
Figure 9. Photo of wedding party in front of 60 Manitoba Street, circa 1920s. It shows the former windows in the one-and-one-half storey section of the building. It also shows that the building used to have two chimneys, one in each section. Source: Lori Pagnan



*Figure 10. Photo of 60 Manitoba Street, July 1974, taken from the south. It shows the former railings on the verandah. Source: Gordon Couling, Wellington County Archives*



*Figure 11. Photo of 60 Manitoba Street, May 1996, taken from the south. Source: Burcher-Stokes Inventory of Heritage Structures for the City of Guelph*



*Figure 12. Photo of 60 Manitoba Street, May 1996, taken from the east.  
Source: Burcher-Stokes Inventory of Heritage Structures for the City of Guelph*

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## **7.0 Sources**

### **7.1 Primary Sources**

Abstracts of Titles for the County of Wellington, 1835-1969. Guelph Land Registry Office microfilm

City Directories for the Town of Guelph, 1882-1912. Guelph Public Library microfilm

Property Tax Assessment Rolls for the Town of Guelph, 1876-1898. Guelph Public Library microfilm

#### ***Maps***

Cooper, T W, 1862. *Map of the Town of Guelph*. Guelph Civic Museum

Cooper, T W, circa 1875-77. *Map of the Town of Guelph*. University of Guelph Archives

Cotterell, Alfred T, 1877. Map of the Town of Guelph, in the *Illustrated Atlas of County of Wellington*. Guelph Public Library

Goad, Charles E, February 1897 (extended November 1907, revised 1911). Fire Insurance Plan of the Town of Guelph. Guelph Public Library microfilm

Underwriter's Survey Bureau Limited, March 1922 (revised to October 1929). Insurance Plan of the City of Guelph. Guelph Civic Museum

Underwriter's Survey Bureau Limited, June 1960. Insurance Plan of the City of Guelph. Guelph Public Library microfilm

### **7.2 Secondary Sources**

#### ***Books and articles***

Bloomfield, Gerald, 1993. Samuel Carter 1859-1944: An outline biography, *Historic Guelph* 32, pp 22-44

Stokes, Peter John, and Frank H Burcher, 1996. *Inventory of Heritage Structures for the City of Guelph: Local Architectural Conservation Advisory Committee. Phase 3, Ward 1 Area*

Couling, Gordon, 1979. *Couling Building Inventory, Guelph, Ontario, 1827-1927*.

Durtnall, Bonnie, 2004. Each for all and all for each: The story of the Guelph Co-operative Association, *Historic Guelph* 43, pp 59-66

Johnson, Leo Albert, 1977. *History of Guelph, 1827-1927*. Guelph Historical Society

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## **Newspapers**

*The Royal City of Canada, Guelph and her Industries*, Souvenir Industrial Number of the Evening Mercury of Guelph, Canada, 1908

## **Websites**

International Cooperative Information Centre, 1995. Famous Co-op People through the Ages, <http://www.uwcc.wisc.edu/icic/def-hist/history/famous.html> (accessed 9 February 2008)

Legislative Assembly of Ontario. Samuel Carter, MPP, Parliamentary History, [http://www.ontla.on.ca/web/members/members\\_all\\_detail.do?locale=en&ID=970](http://www.ontla.on.ca/web/members/members_all_detail.do?locale=en&ID=970) (accessed 9 February 2008)

ATTACHMENT 3 – DESIGNATION ASSESSMENT – CRITERIA FOR DETERMINING CULTURAL HERITAGE VALUE OR INTEREST

# DESIGNATION ASSESSMENT

<b>Property: 60 Manitoba Street</b>	<b>Date: March 2008</b>
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## CRITERIA FOR DETERMINING CULTURAL HERITAGE VALUE OR INTEREST

The criteria set out below are taken directly from the Ministry of Culture Regulation 9/06 made under the Ontario Heritage Act for the purpose of assessing property for designation under Section 29 of the Act..

CRITERIA	NOTES	SCORE
<b>The property has design value or physical value because it:</b>		
...is a rare, unique, representative or early example of a style, type, expression, material or construction method		
...displays a high degree of craftsmanship or artistic merit		
...demonstrates a high degree of technical or scientific achievement		
<b>The property has historical value or associative value because it:</b>		
... has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community	has direct associations with Samuel Carter, a successful local businessman, a prominent local and provincial politician, a pioneer of the Canadian co-operative movement, and an influential member of the local Methodist community.	✓
...yields, or has the potential to yield, information that contributes to an understanding of a community or culture	contributes to an understanding of the development of late 19 <sup>th</sup> century cottage industries in Guelph, and of the character of St Patrick's Ward as a working class neighbourhood with a long history of mixed uses.	✓
... demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community		
<b>The property has contextual value because it:</b>		
... is important in defining, maintaining or supporting the character of an area	supports the compact, low-rise character of the streetscape prevalent in St Patrick's Ward today.	✓
...is physically, functionally, visually or historically linked to its surroundings		
... is a landmark		

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ATTACHMENT 4 – STATEMENT OF REASONS FOR DESIGNATION  
60 MANITOBA STREET

**WHY THE PROPERTY IS BEING DESIGNATED:**

Built c. 1878, the residence at 60 Manitoba St. is an L-shaped one and one-and-one-half storey wood frame structure built in a vernacular style. The one storey section has a front verandah, central door and two symmetrically placed windows on either side of the entrance, making a modest reference to the Victorian Regency style. The residence, with its unusual setback and setting on its original 1/5 acre lot, provides important information about the urban development of St. Patrick's Ward.

The residence was used as a small scale knitting factory from 1882/83 until 1893 by Samuel Carter. Carter was a successful local businessman, prominent local and provincial politician, pioneer of the Canadian co-operative movement, and influential member of the local Methodist community during the last two decades of the 19<sup>th</sup> century and the first three decades of the 20<sup>th</sup> century. As a new immigrant to Guelph, Carter established a knitting factory at 60 Manitoba St. in 1882/83 employing seven or eight people in the manufacture of gloves, mitts, and hosiery, etc. The knitting factory was the forerunner to the Royal Knitting Company he established with Thomas Wootton located at 41 Norwich Street which employed around 75 – 80 workers by 1908.

The property plays an important role in understanding the development of our communities. Specifically, 60 Manitoba contributes to our understanding of cottage industries in the later part of the 19<sup>th</sup> century and the local character of St. Patrick's Ward as a working class neighbourhood with a long history of mixed uses.

The building's historic connection with the City's early industrial growth; association with a prominent citizen, Samuel Carter; and its contextual value in defining, maintaining and supporting the character of St. Patrick's Ward; warrants its consideration for historic designation under Part IV of the *Ontario Heritage Act*.

**WHAT IS TO BE PROTECTED BY DESIGNATION:**

- L-shaped front elevation of the original one storey and one-and-one half storey sections facing Manitoba Street;
- Open gable roof lines;
- Original door and window openings on the front elevation facing Manitoba Street, in particular the centre door and symmetrically placed windows on the one storey section, including their wooden casings;
- Front verandah, including its shed-style roof, turned wood posts and decorative brackets (excluding the railings);
- Cobblestone foundation; and
- Building's setback/location relative to Manitoba St.

It is intended that non-original features may be returned to documented earlier designs or to their documented original without requiring City Council permission for an alteration to the designation.



## Designation of 60 Manitoba Street



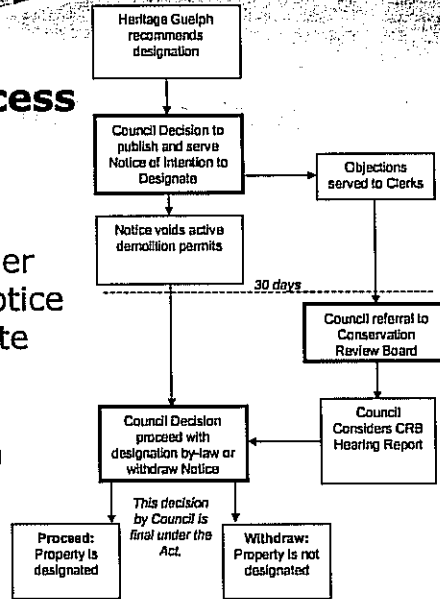
**Making a Difference**

## **Background**

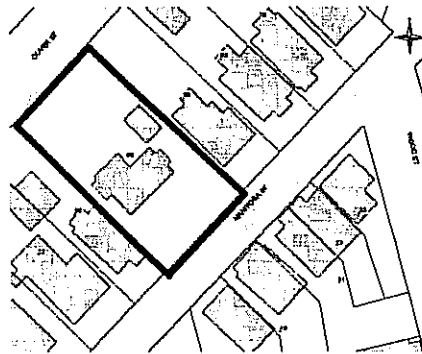
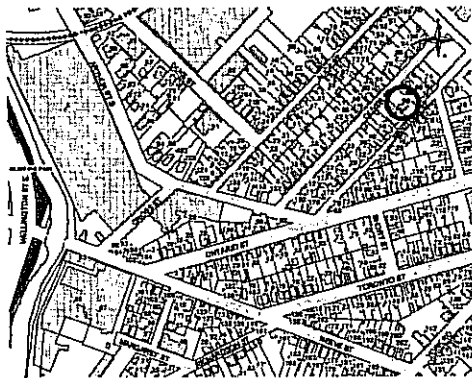
- Development Query Received
- Property listed in Heritage Inventory
- Staff review request and refer to Heritage Guelph
- Background research conducted on property
- St. Patrick's Ward CIP & Land Use Strategy  
Strategy 1 – Respect Heritage  
Encourage retention of heritage resources and  
the area's mixed use industrial character
- Heritage Guelph recommends that Council  
proceed with designation

## Designation Process

- Public process
- Property protected under OHA legislation once notice of Intention to Designate published & served
- Council makes final decision on designation



## Property Location



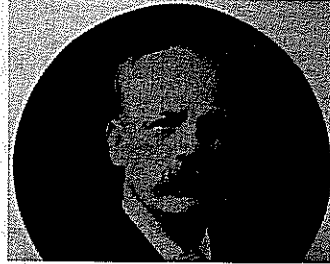
60 Manitoba Street

## Property Information



Lot Size	67 by 127 feet
Lot Area	8,509 ft <sup>2</sup>

## Photographs





## Statement of Reasons for Designation

- Built c. 1878, L-shaped one and one and one half storey wood frame structure
- Vernacular style with moderate reference to Victorian Regency style
- Used as a small scale knitting factory 1882/83 – 1893 by Samuel Carter
- Samuel Carter was a local businessman, local and provincial politician, pioneer of Canadian co-operative movement and member of local Methodist community
- The knitting factory operated at this location was forerunner to the Royal Knitting Company he established with Thomas Wootton at 41 Norwich St.
- Property an example of a cottage industry located within a mixed use working class neighbourhood



## Designation Assessment

### **Historic connection with City's early growth**

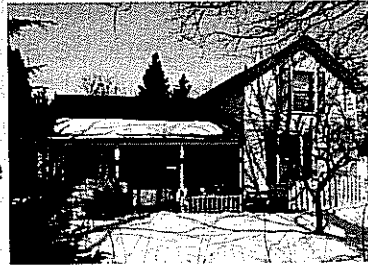
- Direct association with Samuel Carter, a local businessman, local and provincial politician, pioneer of Canadian co-operative movement and member of local Methodist community

### **Contextual value in defining, maintaining and supporting the character of St. Patrick's Ward**

- Contributes to our understanding of the development of late 19<sup>th</sup> century cottage industries and representative of the local character of St. Patrick's Ward as a working class neighbourhood with a long history of mixed uses

## What is to be Protected

- L-shaped front elevation of the original one storey and one-and-one half storey sections facing Manitoba;
- Open gable roof lines;
- Original door and window openings on the front elevation facing Manitoba St., in particular the centre door and symmetrically placed windows on the one storey sections, including their wooden casings;
- Front verandah, including its shed-style roof, turned wood posts and decorative brackets (excl. railings);
- Cobblestone foundation; and
- Building's setback/location relative to Manitoba St.



## What is to be Protected (Cont'd)

It is intended that non-original features may be returned to documented earlier designs or to their documented original without requiring City Council permission for an alteration to the designation



## **Report Recommendation**

- CD&ES Report 08-58 be received
- City Clerk be authorized to publish and serve Notice of Intention to Designate property in accordance with Ontario Heritage Act, as recommended by Heritage Guelph
- Designation By-law be brought before Council for approval if no objections received within 30 days

# COMMITTEE REPORT



TO **Community Development and Environmental Services  
Committee**

SERVICE AREA Community Design and Development Services  
DATE Friday, May 09, 2008

**SUBJECT** Noise Control By-law Exemption Request for the Guelph Jazz  
Festival

REPORT NUMBER 08-51

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## RECOMMENDATION

"THAT Report 08-51 regarding a Noise Control By-law exemption request on behalf of the Guelph Jazz Festival for Saturday, September 6 and Sunday September 7, 2008, from Community Design and Development Services, dated May 9, 2008, BE RECEIVED and;

THAT, an exemption from Schedule A of Noise Control By-law (2000)-16366, as amended, to permit noise from live amplified music in association with the Guelph Jazz Festival between the hours of 11:00 p.m. to 1:00 a.m. on Saturday September 6, 2008 and Sunday September 7, 2008, BE APPROVED."

## BACKGROUND

The Guelph Jazz Festival is celebrating the 15<sup>th</sup> anniversary of the Festival. Traditionally, the Festival has operated a jazz tent in the downtown core on the Saturday of the Festival weekend. Initially set up on Carden Street between Wyndham and Wilson Streets, for the past two years the tent has been situated on Upper Wyndham Street North due to the construction on Carden Street. This event has been hugely popular and successful.

In previous years, the street was closed at 6:00 a.m., the music started at 11:30 a.m. and stopped at 7:30 p.m. The tent and surrounding areas were cleaned up and the tent was removed by 9:00 p.m. This year, the Festival, in celebration of the 15<sup>th</sup> anniversary, has requested a Noise By-law Exemption to extend the hours of operation until 1:00 a.m. on Sunday September 7, 2008. The tent is located in an area defined as "other" in the Noise Control By-law. Amplified music is restricted from 11:00 p.m. until 9:00 a.m.

**REPORT OF THE EMERGENCY SERVICES, COMMUNITY SERVICES  
& OPERATIONS COMMITTEE**

May 26, 2008

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

Your Emergency Services, Community Services & Operations  
Committee beg leave to present their FIFTH REPORT as recommended at its  
meeting of May 14, 2008.

- CLAUSE 1                    THAT the Mayor and Clerk be authorized to sign an  
agreement with the Guelph Humane Society for the  
provision of dog control, dog licensing, and animal  
shelter at a cost of \$322,000 for the period January  
1, 2008 to December 31, 2008.
- CLAUSE 2                    THAT the narrowing at the intersection of Queen  
Street and Arthur Street N. as outlined in the report  
of the Director of Operations dated May 14, 2008, be  
approved for construction as funding permits.
- CLAUSE 3                    THAT the report of the Director of Community  
Services dated May 14, 2008 with respect to  
additional funding for the Neighbourhood Support  
Coalition be received;
- AND THAT \$50,000 in additional funds for the  
Neighbourhood Support Coalition be funded through  
operating surpluses, to be identified during the  
course of the year from variances, be approved.

All of which is respectfully submitted.

Councillor Maggie Laidlaw, Chair  
Emergency Services, Community  
Services & Operations Committee



# COMMITTEE REPORT



**TO** Emergency Services, Community Services and  
Operations Committee

**SERVICE AREA** Operations  
**DATE** Wednesday May 14, 2008

**SUBJECT** 2008 SERVICE AGREEMENT WITH THE GUELPH HUMANE  
SOCIETY

**REPORT NUMBER**

---

## RECOMMENDATION

That the Mayor and City Clerk be authorized to sign an agreement with the Guelph Humane Society for the provision of dog control, dog licensing, and animal shelter at a cost of \$322,000 for the period January 1, 2008 to December 31, 2008.

## BACKGROUND

The Guelph Humane Society has been successfully carrying out animal control services and the enforcement of the Dog Control By-law (1991)-14008 for the City of Guelph since 1977. The cost of this agreement is within the approved 2008 budget amount.

## REPORT

There were no significant changes made to the terms of agreement between the 2007 and 2008 contracts. An increase of 3% was approved in the 2008 budget process bringing the budgeted cost to \$322,000.

The agreement between the City of Guelph and the Guelph Humane Society will continue to include:

- ⇒ Compensation to employ two full time Animal Control Officers for enforcing the Dog Control By-law and for investigating incidences relating to the Dog Owners' Liability Act and animal cruelty.
- ⇒ Compensation for issuing the annual dog licenses, maintaining the licensing database, and providing an animal shelter for stray, injured and impounded domestic animals and wildlife
- ⇒ A portion of the revenues generated from licensing and animal sheltering is received by the City to support the cost of the service agreement.

- 
- ⇒ Reimbursement for veterinary costs, disposal fees and quarantine fees associated with stray domestic animals and unclaimed pets, to a maximum of \$30,000 for the year.
  - ⇒ Reimbursement for any costs incurred in enforcing the Pit Bull Provision as defined in the Dog Owners' Liability Act will also continue. The reimbursement limit has been set at \$4,500 due to a declining trend in the enforcement requirements of such dogs.

Negotiations for the 2009 service agreement will begin in June 2008 to ensure alignment with the 2009 budget schedule.

## **CORPORATE STRATEGIC PLAN**

A community-focused, responsive and accountable government.

## **FINANCIAL IMPLICATIONS**

n/a

## **DEPARTMENTAL CONSULTATION**

n/a

## **COMMUNICATIONS**

n/a

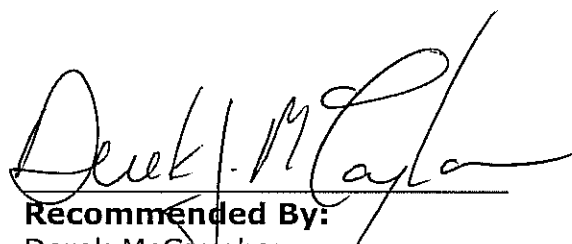
## **ATTACHMENTS**

n/a



**Prepared By:**

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Coordinator, Service Performance  
519-837-5628 ext. 2006  
beth.brombal@guelph.ca



**Recommended By:**

Derek McCaughan  
Director, Operations  
519-837-5628 ext. 2018  
derek.mccaughan@guelph.ca

# COMMITTEE REPORT



**TO** Emergency Services, Community Services and  
Operations Committee

**SERVICE AREA** Operations  
**DATE** Wednesday, May 14, 2008

**SUBJECT** Queen Street at Arthur Street N. Roadway Narrowing  
**REPORT NUMBER**

---

## RECOMMENDATION

THAT the narrowing at the intersection of Queen Street and Arthur Street N. as outlined in the report of the Director of Operations dated May 14, 2008, be approved for construction as funding permits.

## BACKGROUND

As part of the 2005 Arthur-King-Queen traffic calming plan a narrowing was installed using bollard posts on Queen Street at Arthur Street N. Although this was not part of staff's recommended plan presented to the ECO Committee in November 2007, it was highlighted as a further improvement to the area.

On November 12, 2007, Emergency Services, Community Services and Operations Committee passed the following resolution:

THAT staff consider installing the curb extension at Queen Street and Arthur Street and report back including estimated costs.

## REPORT

The intersection of Queen Street at Arthur Street N. is a wide intersection allowing right turns to be made from Arthur Street with relative ease and without the need to substantially reduce vehicle operating speeds. The subject narrowing on Queen Street at Arthur Street N. may decrease the amount of traffic on Queen Street by making it less comfortable to turn right from Arthur Street N. onto Queen Street. Along with decreasing the speed of traffic making the right turn from Arthur Street N. onto Queen Street, the narrowing would decrease the pedestrian crossing distance from 18m to 10m thereby enhancing pedestrian safety.

The estimated cost for construction of the narrowing including realigning the sidewalk is approximately \$11 200.

Appendix A illustrates the location of the intersection.

---

## **CORPORATE STRATEGIC PLAN**

A healthy and safe community where life can be lived to the fullest.

## **FINANCIAL IMPLICATIONS**

RD0063 Traffic Management Initiatives – approximately \$11,200 pending approval of the 2009 Capital Budget.

## **DEPARTMENTAL CONSULTATION**

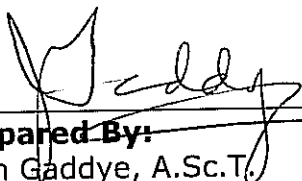
- Engineering Services provided cost estimate.

## **COMMUNICATIONS**

Notice has been provided to the neighbourhood study area that this matter is before Committee on this date.

## **ATTACHMENTS**

Appendix A – location of intersection



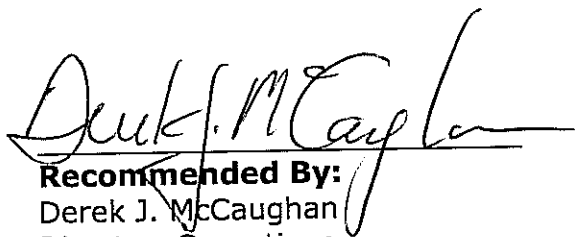
**Prepared By:**

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john.gaddye@guelph.ca



**Recommended By:**

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Manager, Traffic & Parking  
519.837.5612 x2275  
bob.chapman@guelph.ca

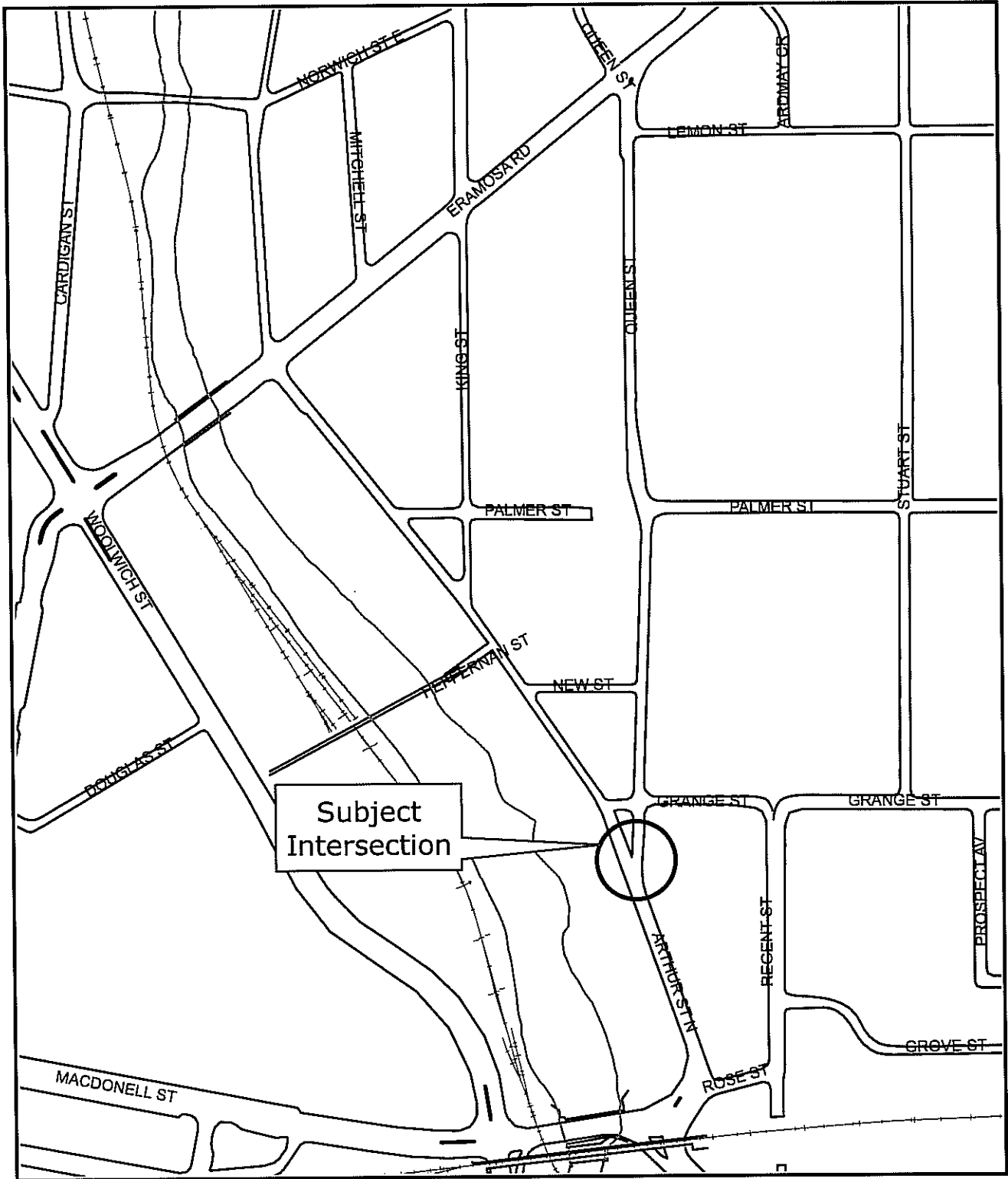


**Recommended By:**

Derek J. McCaughan  
Director, Operations  
519.837.5628 x2018  
derek.mccaughan@guelph.ca

# Appendix A

## Queen Street Narrowing at Arthur Street N



# COMMITTEE REPORT



**TO** Emergency Services, Community Services and  
Operations Committee

**SERVICE AREA** Community Services  
**DATE** May 14, 2008

**SUBJECT** Funding for the Guelph Neighbourhood Support  
Coalition

**REPORT NUMBER** CS-CD-0805

---

## RECOMMENDATION

THAT the report of the Director of Community Services dated May 14, 2008 with respect to additional funding for the Neighbourhood Support Coalition be received;

AND THAT \$50,000 in additional funds for the Neighbourhood Support Coalition be funded through operating surpluses, to be identified during the course of the year from variances be approved.

## BACKGROUND

During the 2008 Council budget deliberations a representative of the Guelph Neighbourhood Support Coalition appeared as a delegation, and requested that Council approve a \$50,000 increase to the funds distributed to Neighbourhood Groups. Council did not approve this expenditure at that time, but passed a resolution requesting staff work with the Neighbourhood Support Coalition and report back to the ECO Committee. Thus the increased funds were not budgeted.

At a meeting of Council on March 25, 2008 the following resolution was adopted:

“THAT staff be directed to find a source of funding within the 2008 Operating Budget, in the amount of \$50,000 as requested by the Guelph Neighbourhood Support Coalition.”

## REPORT

The Senior Management Team reviewed the matter corporately. It was determined that the best resolution of this matter outside of the budget process is to manage the \$50,000 over expenditure by identifying and committing favourable variances during the course of the fiscal year. Variance reports are carefully monitored and past experience suggests that the probability of a budget surplus was reasonably high. The recommendation of the Senior Management Team was that we fund the \$50,000 from Operating Surpluses.

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## CORPORATE STRATEGIC PLAN

N/A

## FINANCIAL IMPLICATIONS

The cost of the additional support to the Neighbourhood Groups is \$50,000. This expenditure will be funded by positive variances throughout the fiscal year.

## DEPARTMENTAL CONSULTATION

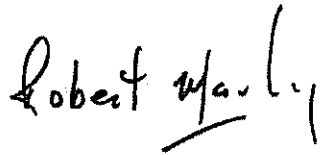
All City Departments

## COMMUNICATIONS

N/A

## ATTACHMENTS

N/A



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### Prepared By:

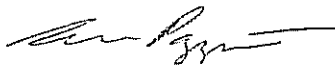
Rob Mackay  
Manager of Recreation and Culture  
519-822-1260 ext. 2664  
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### Recommended By:

Susan Aram  
Manager of Budget Services  
519-822-1260 ext. 2300  
[susan.aram@guelph.ca](mailto:susan.aram@guelph.ca)



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### Recommended By:

Ann Pappert  
Director of Community Services  
519-822-1260 ext. 2665  
ann.pappert@guelph.ca

**REPORT OF THE FINANCE, ADMINISTRATION AND CORPORATE SERVICES COMMITTEE**

May 26, 2008

Her Worship the Mayor and  
Councillors of the City of Guelph

Your Finance, Administration and Corporate Services Committee beg leave to present this their THIRD REPORT as recommended at its meetings of May 7 and 12, 2008;

CLAUSE 1 THAT on a temporary basis until December 31, 2008 and in regard to commercial patios approved under the Encroachment By-law:

- a) Serving shall be allowed until 12:00 midnight;
- b) The patio shall be vacated by 12:45 a.m.;
- c) Patios shall be allowed to operate on a year-round basis, except when ice or snow is present on sidewalks or boulevards; and
- d) City staff are expressly authorized to remove patio furniture and equipment at the cost of the operator, when ice or snow is present on the sidewalks or boulevards and where such patio furniture and equipment interferes with City snow clearing operations.

AND THAT staff report back in early 2009 with the results of the temporary changes and with recommendations.

CLAUSE 2 THAT Council consider a grant to Community Living Guelph Wellington for relief of costs associated with the redevelopment of the ARC Industries facilities in an amount not to exceed \$80,000 during the 2009 budget deliberations.

CLAUSE 3 THAT Report Number 08-56 from Community Design and Development Services, dated May 7, 2008, be received;

AND THAT the request for a grant to Habitat for Humanity Wellington County, to cover the development charges and various permit fees related to the building of affordable housing at the two locations identified below, be approved;

- 18 Harris Street
- 24 Alma Street;

AND THAT a maximum of \$50,000 financial assistance be provided from the Affordable Housing Reserve.

CLAUSE 4 THAT the following recommendations resulting in benefit cost savings of \$300,645 (annualized) be approved as follows:



Report of the Finance, Administration & Corporate Services Committee

THAT Human Resources notify Sun Life that the existing contract be terminated effective immediately;

AND THAT Human Resources enter into a two year agreement with Manulife to provide LTD, Life Insurance and Dependent Life to employees in accordance with their current benefits (i.e. to consolidate all benefits with Manulife);

AND THAT Human Resources will enter into an Administrative Services Only (ASO) agreement with Manulife and will continue to explore with Manulife additional cost saving measures and report back on cost savings and implementation strategy;

AND THAT Human Resources conduct a full tendering of all Employee Benefits in 2010 and report back to Council.

CLAUSE 5 THAT the Mayor and Clerk be authorized to execute a license agreement between the Upper Grand District School Board and the City of Guelph for the construction and use of a community room at Ken Danby Public School subject to the final form and content of the agreement be satisfactory to the Director of Community Services and the Director of Corporate Services and City Solicitor;

AND THAT the operating costs associated with the community room at Ken Danby Public School for 2008 be from Community Services Operating Budget;

AND THAT the operating costs associated with the community room at Ken Danby Public School for 2009 be incorporated into the Community Services Operating Budget as a pre-approval.

CLAUSE 6 THAT a preliminary tax rate increase guideline of 6.5% for the 2009 budget process including all new services, departments, boards and agencies be approved.

CLAUSE 7 THAT the Tax Supported Capital Guideline limiting the capital current funding, reserve funding and debt service funding from the operating budget to a maximum of 20% of the previous year's net tax requirement be approved;

AND THAT staff be requested to report back to Council with a plan to achieve the 20% Tax Supported Capital Guideline.

All of which is respectfully submitted.

Councillor Karl Wettstein, Chair  
Finance, Administration & Corporate  
Services Committee

# COMMITTEE REPORT

**TO** Finance, Administration and Corporate Services Committee

**SERVICE AREA** Corporate Services  
**DATE** May 7, 2008

**SUBJECT** Commercial Patios on City-Owned Land  
Temporary Change of Hours and Seasons

---

## RECOMMENDATION

THAT, on a temporary basis until December 31, 2008 and in regard to commercial patios approved under the Encroachment By-law:

- (a) Serving shall be allowed until 12:00 midnight;
- (b) The patio shall be vacated by 12:45 a.m.;
- (c) Patios shall be allowed to operate on a year-round basis, except when ice or snow is present on sidewalks or boulevards; and
- (d) City staff are expressly authorized to remove patio furniture and equipment, at the cost of the operator, when ice or snow is present on the sidewalks or boulevards and where such patio furniture and equipment interferes with City snow clearing operations.

AND THAT staff report back in early 2009 with the results of the temporary changes and with recommendations.

## BACKGROUND

The following direction was given to staff at the September 12, 2007 meeting of the Emergency Services, Community Services and Operations Committee:

*"THAT staff be directed to report back through Committee on the implications of amending the City Lands Encroachment By-law in regard to allowing the operation of commercial patios: (a) year round, rather than being restricted to April 1<sup>st</sup> to October 31<sup>st</sup>; and (b) until 12:45, rather than being required to close at 11:00 p.m."*

This direction was given in response to a request from the Downtown Guelph Business Association asking that the seasonal restriction be removed and that the patios be permitted to serve until 12:00 a.m., with an additional 45 minutes to clear tables and cease operation.

## REPORT

Staff have circulated this proposal to City Departments and Guelph Police Services for their input. The following issues have been identified:

- 
1. An attractive, well-functioning and sustainable city.
  2. A healthy and safe community where life can be lived to the fullest.
  3. A diverse and prosperous local economy.
  4. A vibrant and valued arts, culture and heritage identity.
  5. A community-focused, responsive and accountable government.

#### **FINANCIAL IMPLICATIONS**

There are no known financial implications to this temporary change.

#### **DEPARTMENTAL CONSULTATION**

Staff from City departments and Guelph Police have been consulted.

#### **COMMUNICATIONS**

This report has been vetted with the Downtown Guelph Business Association and they are supportive of this approach.



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**Prepared By:**

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---

**Recommended By:**

Lois E. Payne  
Director of Corporate Services and City Solicitor  
519-822-1260 Ext. 2288  
lois.payne@guelph.ca

# COMMITTEE REPORT



**TO** Finance, Administration and Corporate Services  
Committee

**SERVICE AREA** Finance  
**DATE** May 7, 2008

**SUBJECT** Request from Community Living Guelph Wellington for  
financial relief associated with the redevelopment of the  
ARC Industries Facility

**REPORT NUMBER**

---

## RECOMMENDATION

"THAT the Finance, Administration and Corporate Services Committee recommend Council consider a grant to Community Living Guelph Wellington for relief of costs associated with the redevelopment of the ARC Industries facilities in an amount not to exceed \$80,000 during the 2009 budget deliberations."

## BACKGROUND

Community Living Guelph Wellington (CLGW) is a charitable non-profit organization supporting individuals in Guelph and Wellington County with intellectual disabilities. The ARC (Adult Rehabilitative Centre) Industries program provides employment training and support. The services of ARC Industries are used by many companies throughout Guelph and surrounding area.

CLGW has undertaken extensive renovations of the ARC Industries building at 8 Royal Road, Guelph, including the construction of a fully wheelchair accessible gymnasium/auditorium which will allow for new program options in fitness, health and the arts.

In October of 2007, staff received correspondence from the Executive Director of Community Living Guelph Wellington requesting relief from Development Charges in the amount of \$79,998.44 for the construction at the ARC Industries location.

On December 5, 2007, representatives of CLGW made a presentation to the Finance, Administration & Corporate Services Committee and requested that the City of Guelph enter into an agreement with Community Living Guelph Wellington to designate the property at 8 Royal Road a municipal capital facility for the purpose of development charges exemptions under subsection 110 (7) of the Municipal Act, O. Reg. 603/06.

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## **REPORT**

There are potentially two procedures available for City Council if they choose to pursue requests from community organizations for relief from development costs.

The first involves possibly designating the property a Municipal Capital Facility by by-law which could then provide for a full or partial exemption from the payment of development charges imposed by the municipality under the Development Charges Act. This option is available only if the requirements of Section 110 of the Municipal Act and the related regulation - O.Reg.603/06 are met.

Staff reviewed the request for the ARC Industries facility, including the gymnasium/auditorium component, and determined that the facility does not qualify under Provincial rules as a municipal capital facility and therefore is not eligible for exemption from payment of development charges. For example, in order to qualify as a facility for "cultural, recreational or tourist" purposes, one of the requirements is that the City (or other prescribed public sector entity) owns or purchases the facility, and that is not the case here.

The second option available to Council is to fund requests from community organizations through a grant that can be used by the organization to offset development costs.

The CLGW request would not be eligible for the City of Guelph Annual Grant Program as the current Grant Policy does not consider capital related requests.

However, City Council does have the option to approve a grant outside of the Annual Grant Program on a case by case basis. Therefore, as no funds have been set aside in the 2008 budget to fund this request and no reserves for this purpose are currently available, it is recommended that City Council consider this request during the 2009 budget process.

## **CORPORATE STRATEGIC PLAN**

2.1 A complete community with services and programs for children, youth and adults of all ages.

2.6 A well-connected and accessible community that values diversity, multiculturalism, volunteerism and philanthropy.

## **FINANCIAL IMPLICATIONS**

Funding of this request to be included in the 2009 Budget for deliberation and approval by City Council.

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## DEPARTMENTAL CONSULTATION

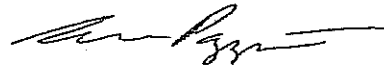
Legal Services  
Community Services

## ATTACHMENTS

Correspondence from Community Living Guelph and Wellington dated October 12, 2007.

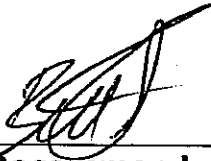


**Prepared By:**  
Susan Aram, CGA  
Manager of Budget Services



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**Recommended By:**  
Ann Pappert  
Direct of Community Services



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**Recommended By:**  
Bill Stewart  
Acting Director of Finance



COMMUNITY LIVING  
GUELPH WELLINGTON

October 12, 2007

Ms. Lois Giles  
City Clerk, City of Guelph  
City Hall, Main Floor  
59 Carden Street  
Guelph, ON N1H 3A1

8 Royal Road, Guelph ON N1H 1G3  
(519)824-2480, Fax: (519)821-6174  
Web site: www.elgw.ca  
E-mail: admin@elgw.ca

RECEIVED  
OCT 12 2007

CITY CLERK'S OFFICE

PROGRAM LOCATIONS:

ARC Industries  
8 Royal Road  
Guelph ON N1H 1G3  
(519)824-7147  
(519)837-0936

Community Living Centre-  
Wellington North  
Fergus Street South  
Forest ON N0G 2L2  
(519)323-4050  
(519)323-4041

Community Living Centre-  
Wellington  
St. Patrick Street West  
Guelph ON N1M 1L7  
(519)787-1539  
(519)787-5211

Community Living Centre-  
Wellington  
1000 Lakeshore St  
Guelph ON N0G 1Z0  
(519)338-2559  
(519)338-2715

Community Living Centre-  
Wellington  
Hamraet Road  
Guelph ON N0B 1T0  
(519)833-0399  
(519)833-0122

Dear Ms. Giles,

I am writing on behalf of Community Living Guelph Wellington asking for relief from Development Charges for construction at our ARC Industries location, 8 Royal Road Guelph.

Community Living Guelph Wellington is a charitable non-profit organization that has been providing services to individuals with an intellectual (developmental) disability since 1955. ARC Industries is the best know program that we operate. ARC Industries is a sheltered workshop where more than one hundred fifty disabled adults perform sub contract work for approximately one hundred thirty local businesses.

ARC Industries has stood at the corner of Royal Road and Speedvale Ave. west since 1972. In 2005, Community Living initiated the *ARC Industries Capital Campaign* to raise funds to redevelop the ARC Industries facilities. The existing building required a significant amount of work to improve wheelchair accessibility, energy efficiency, heating lighting and plumbing systems.

Through a cost benefit analysis, the decision was made to demolish the existing building and construct a new facility. A redeveloped ARC Industries building complete with a fully wheelchair accessible gymnasium/auditorium has been designed and plans have been submitted for building permit. This new structure on the site will: allow us to improve the quality of life and provide new opportunities for the intellectually disabled; increase service to the community; and allow for new program options in fitness, health and the arts.

The invoice for Development Charges is in the amount of \$79,998.44. As this is a very large amount of money for us as a non profit and with the majority of funding came from the public, we are asking the City of Guelph for the maximum amount of relief you can provide. We are very willing to attend a meeting with the Finance and Administration Committee to further discuss the project and our request. I can be reached at (519) 824-2480 ext.222 to make arrangements to attend a Committee Meeting or to answer your questions.

Sincerely,  
  
Bob Butella, Executive Director

MISSION STATEMENT:

Community Living Guelph Wellington advocates for, promotes and facilitates the full participation, inclusion and empowerment of people who have an intellectual disability.

# COMMITTEE REPORT



**TO** Finance, Administration and Corporate Services  
Committee

**SERVICE AREA** Community Design and Development Services  
**DATE** May 07, 2008

**SUBJECT** Habitat for Humanity Request for Relief of  
Development Charges and Permit Fees for the  
18 Harris Street and 24 Alma Street Projects

**REPORT NUMBER** 08-56

## **RECOMMENDATION:**

**“THAT Report Number 08-56 from Community Design and Development Services, dated April 28, 2008, BE RECEIVED” and**

**“THAT the request for a grant to Habitat for Humanity Wellington County, to cover the development charges and various permit fees related to the building of affordable housing at the two locations identified below, BE APPROVED:**

- 18 Harris Street
- 24 Alma Street” and

**“THAT a maximum of \$50,000 financial assistance be provided from the Affordable Housing Reserve.”**

## **BACKGROUND:**

In the summer of 2007, Habitat for Humanity Wellington County, in partnership with a low income family from Guelph, received \$26,000 from the City of Guelph to build a house on Morris Street. Their request this year is for two homes to be built on Harris and Alma Streets.

## **REPORT:**

In a letter dated March 12, 2008 and attached as Attachment 1, Habitat for Humanity has requested that the City provide relief from the Development Charges and various permitting fees charged by the City as follows:



18 Harris Street

Building Permit:	\$ 996
Development Fees:	11,269
Sewage & Water:	11,336
Curb:	126

*Subtotal:* \$23,727

24 Alma Street (estimate)

Building Permit:	\$ 955
Development Fees:	12,792
Sewage & Water:	11,336 (plus a possible third connection charge of \$5668)
Curb:	126

*Subtotal:* \$25,209 (+5668)

**REPORT:**

The City has provided a grant to Habitat for Humanity Wellington County in the past. Such projects contribute to intensification in the older built-up area of the City and will result in additional property taxes for the City for years to come. The provision implements the City's Strategic objective 2.2 to provide "diverse housing options and health care services to meet the needs of current and future generations" and assists in the implementation of the City's affordable housing provision objectives, i.e., implementation of the Guelph Wellington Housing Strategy.

Habitat for Humanity also wishes to enter into a discussion about the future development of their homebuilding program in Guelph. In their letter dated March 12, 2008 Habitat has stated that "the very best outcome would be the City of Guelph becoming an on-going financial partner with Habitat for Humanity Wellington County and set a new and sustainably lower rate for development fees for Habitat Homes." This request should be considered during City's review of the Development Charges By-law this year and also in conjunction with the review of the City's Housing Strategy.

Staff is recommending that the City continue to provide funding to Habitat for Humanity.

**CORPORATE STRATEGIC PLAN:**

- Goal 2: A healthy and safe community where life can be lived to the fullest.
- Goal 5: A community-focused, responsive and accountable government.

## FINANCIAL IMPLICATIONS:

Sufficient Funding is available in the Affordable Housing Reserve (Attachment 2). This reserve is to be used for capital costs associated with providing affordable housing in partnership with the County and is funded through contributions from the operating budget. This project will provide additional tax revenue through infill development in the city core.

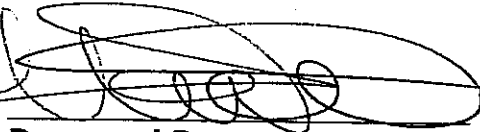
## DEPARTMENTAL CONSULTATION

Financial Services

## ATTACHMENTS:

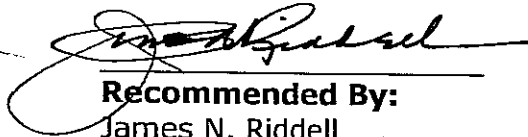
Appendix 1: Letter from Habitat for Humanity Wellington County (March 12, 2008)

Appendix 2: Affordable Housing Reserve Forecast



**Prepared By:**

Marion Plaunt  
Manager of Policy Planning and Urban Design  
519-837-5616 Ext. 2426  
519 837-5616 Ext. 2426  
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**Recommended By:**

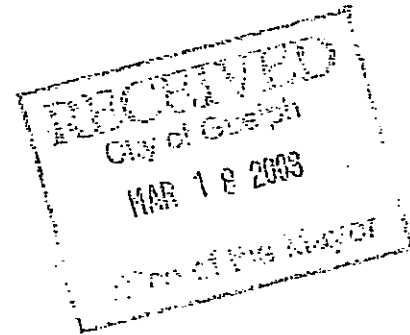
James N. Riddell  
Director of Community Design  
Design and Development Services  
Services  
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jim.riddell@guelph.ca



**Recommended by:**

Bill Stewart  
Director of Finance  
Financial Services  
Margaret.neubauer@guelph.ca

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Habitat for Humanity Request for Relief.doc



Mayor Karen Farbridge  
 City Hall  
 59 Carden Street  
 Guelph ON N1H 3A1

March 12, 2008

Dear Mayor Farbridge:

This summer, in partnership with two low income families from Guelph, our organization's volunteers will build a house on Harris Street and Alma Street. The houses will be sold at cost, through a no-interest mortgage, to female led single families, each with young children. These families have little chance of being approved for a mortgage that would afford them a home in today's market in Guelph. By partnering with Habitat for Humanity they will not only gain decent and affordable housing but more importantly, the opportunity to acquire some financial security and break the cycle of poverty.

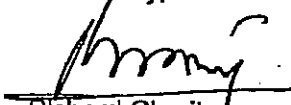
In order to build this home and give these families a "hand-up" to a better future, we must raise approximately \$150,000 to cover the cost of the land and construction materials. As you know, there are also development costs as requested by the City of Guelph that can accumulate to \$25,000 and more per home.

In the spirit of supporting the development of more affordable housing in the City of Guelph, we are requesting as much relief as possible from the payment of these charges. In return, our volunteers will contribute to the development and densification of the city core while the new Habitat for Humanity homeowners will begin many years of paying municipal taxes on their properties.

We believe that our organization, working in partnership with municipal and provincial governments, can play a valuable role in the expansion of affordable homeownership opportunities in Guelph/Wellington County. We would like to take this opportunity to request a meeting with you to discuss the future development of our homebuilding program in Guelph. The very best outcome would be the City of Guelph become an on-going financial partner with Habitat for Humanity Wellington County and set a new and substantially lower rate for development fees for Habitat Homes.

We look forward to a favourable consideration of our submission for relief from development and other charges by the City of Guelph and to meeting with you. If we can provide any more information to support our request, we will be pleased to do so.

Yours truly,

  
 Richard Charity  
 President

  
 Diane Nelson  
 Executive Director

	2003	2004	2005	2006	2007	2008	2009	2010
#118 Affordable Housing Reserve (negative/debit values shown in brackets) last updated: April 15, 2008(Sue Aram)								
Interest rate:								
Non-interest as of 2005 Reserve Policy								
Opening Balance	361,044.00	763,766.79	1,081,333.43	831,773.43	588,488.43	562,488.43	500,889.85	493,860.86
Expenditures								
Fund Affordable Housing Programme				(249,285.00)		(11,798.56)	(7,028.00)	
Additional Committed Amounts not yet paid								
Habitat for Humanity Relief - Morris Street					(28,000.00)			
Mountford - to DC reserve (approximate)						(50,000.00)		
Habitat for Humanity Relief - 2008 requests - 18 Alma St								
Total Expenditures			(249,285.00)		(28,000.00)	(61,798.56)	(137,028.00)	(130,000.00)
Revenue	400,000.00	300,000.00					130,000.00	130,000.00
Transfer From Ops								
Mountford Increased Assessment - Transfer from Ops								
Interest Allocation	12,722.79	17,666.64						
Total Revenue	412,722.79	317,666.64					130,000.00	130,000.00
Closing Balance	763,766.79	1,081,333.43	831,773.43	888,488.43	662,488.43	600,889.85	483,860.86	493,860.86
Funding Commitment - Wellington County Partnership Affordable Housing Program Scheduled Payment Stream:								
1) Phase 1 - 90 days after contribution agreement signed:								
2) After Structural framing complete								
3) Project Completion								
TOTAL	\$	\$	\$	\$	\$	\$	\$	\$
Surplus								

Outstanding Balance Remaining \$ 7,029.42  
Total Committed \$ 611,673.00  
Actual Paid \$ 804,643.56

# COUNCIL REPORT



**TO** Guelph City Council

**SERVICE AREA** Human Resources  
**DATE**

**SUBJECT** Transferring Short-term Disability, Long-term Disability and Life Insurance contract from Sun Life to Manulife

**REPORT NUMBER**

---

## **RECOMMENDATION**

THAT the following recommendations resulting in benefit cost savings of \$300,645 (annualized) be approved as follows:

THAT Human Resources notify Sun Life that the existing contract be terminated effective immediately;

And that Human Resources enter into a two year agreement with Manulife to provide LTD, Life insurance and Dependent Life to employees in accordance with their current benefits (i.e. to consolidate all benefits with Manulife);

And that Human Resources will enter into an Administrative Services Only (ASO) agreement with Manulife and will continue to explore with Manulife additional cost saving measures and report back on cost savings and implementation strategy;

And that Human Resources conduct a full tendering of all Employee Benefits in 2010 and report back to Council.

## **BACKGROUND**

The City of Guelph currently has two (2) separate Insurance Carriers that provide benefits for City staff.

**Manulife:** The City commenced an agreement with Liberty Health on March 1, 1984. Liberty Health was purchased by Maritime Life in 2003 and Manulife assumed Maritime Life in 2005. Manulife currently processes all the Extended Health, Dental and Travel benefits for City staff on an Administrative Services Only (ASO) payment arrangement.

---

Under this type of payment arrangement with the carrier, the City of Guelph is responsible for all approved claims plus an administrative fee. The underwriter uses past claims along with demographics, trend factors and inflation factors to estimate future claims and arrive at a premium. If at the end of the financial year, premiums exceed costs, then the surplus can be used to boost reserves or refunded to the plan sponsor. If at the end of the policy year, costs exceed premiums, the deficit is collected through a premium increase.

**Sun Life:** The City commenced an agreement with Sun Life Assurance Company on April 1, 1998. Sun Life adjudicates all Short-term Disability, Long-term Disability and Life/Dependent Life Insurance claims for City staff. The underwriter accepts all the risk and uses past claims along with demographics, trend factors and inflation factors to estimate future claims and arrive at a premium.

The above contracts have been in place for ten (10) plus years and due to amalgamations in the insurance industry and staffing changes in Human Resources, the last tendering process is unknown. Historically, organizations would go to tender every five (5) years looking for a reduction in premiums, however, the insurance industry has undergone considerable consolidation over the past decade which doesn't create the best pricing environment for organizations looking for some savings.

Therefore, the time, effort and cost involved in going to market for a limited response and a narrow pricing gap did not prove to be a favourable exercise. Companies then shifted to reviewing their current plans and experience to make recommendations on administrative options as a means for saving money.

Many organizations are now going to market for better service delivery, technology or the demand for employee self-serve options with limited expectations for a reduction in rates.

The rising cost of benefits, have been a concern for most organizations. Employers have limited options for controlling these escalating costs as the reasons for this trend are in some cases unavoidable. Mitigation factors used by many employers, including Guelph, have been e.g. generic drug plan and increased investment in Wellness initiatives.

## **REPORT**

A recent survey named *The Canadian Health Care Trend* revealed that rising healthcare costs will face a steep cost increase for 2008. The survey further identified that extended health care costs will increase 13% - 14% and dental costs will increase 7% - 11% on average in 2008. Furthermore, this trend is expected to continue for years to come do to an aging population, increasing market release of newer, more expensive

drugs, drug utilization and government offloading of previously covered drugs and services to private plans.

For the City of Guelph, the renewal contract, as submitted by Manulife, replicated these trends as indicated above. The extended health care costs increased by 14% and the dental care costs increased by 12%. The net difference is an overall increase of 13.5% (see chart below).

<b>Manulife 2008 Renewal for Extended Health, Dental and Travel Benefits</b>				
<b>Benefit</b>	<b>Current Annualized Deposits</b>	<b>New Annualized Deposits</b>	<b>Renewal Increase in \$</b>	<b>Renewal Increase %</b>
Extended Health Care	\$3,213,420	\$3,665,687	\$452,267	14.0%
Dental Care	\$1,498,308	\$1,680,695	\$182,387	12.0%
<b>Grand Total</b>	<b>\$4,711,728</b>	<b>\$5,346,382</b>	<b>\$634,654</b>	<b>13.5%</b>

This will increase our extended health and dental care cost by more than \$634,000 in 2008. The City has not had a substantial increase in benefit costs for the past few years and this significant increase was not anticipated during the 2008 budget preparations. To mitigate this increase, Human Resources staff instructed Manulife to apply the refund amount from 2007 against the projected costs in 2008. This reduced the City's cost by 3.5% or \$163,000.00. Other cost-saving measures were discussed and further analysis of stop-loss<sup>1</sup> scenarios were considered but deemed not feasible at this time.

However, Manulife was provided with detailed information regarding our current contract with Sun Life and the STD, LTD and Life Insurance experience and related costs to examine the option of consolidating all benefits under one Carrier. This can be an effective cost savings measure as the Carrier can be more flexible on the administrative fees. The result of that analysis was favourable for the City of Guelph.

Typically plan sponsors would not consider changing Carriers for a 5-6% reduction in premiums; however, Manulife has proposed a 16% or \$55,000 annual reduction in the Life Insurance rates and an 11% or \$76,000 annual reduction on LTD rates. Furthermore, Manulife has guaranteed these rates for two years which will allow the City to prepare for a full plan review and market review (if required). The total savings in 2008 by transferring the benefits to Manulife is approximately \$131,000 for the first year and estimated at \$160,000 for the second year. This will decrease the impact on the 2008 budget with cost projections of \$340,000 as opposed to the initial impact of \$634,000.

<sup>1</sup> Stop-loss coverage – A form of reinsurance for self-insured employers that limits the amount the employers will have to pay for each person's health care (individual limit) or for the total expenses of the employer (group limit).

In addition to the transfer of the STD, LTD and Life Insurance benefits, Human Resources is recommending that the City of Guelph enter into an ASO agreement with Manulife for the Short-term Disability benefit. Under the ASO agreement the City can save an additional \$40,000 in annual premiums. This will bring the impact on the 2008 budget to \$300,000, however under the ASO agreement the City will be entitled to any surplus funds that were not claimed in the respective year.

Once the transfer has occurred, the City will continue to explore with Manulife, additional cost-saving options which may further reduce the impact for 2008 and 2009. For example, Human Resources staff have been researching and considering the option of Adjudication Services Only. Under this arrangement, Manulife would adjudicate claims and notify the City when there is sufficient medical evidence to support the claim. The City would then manage all payments to the employee. Manulife would charge the City a fixed fee for adjudicating the claim. Under this option, there are additional savings for the City and Human Resources will report back to Council what further cost-saving measures are available for the Council's consideration.

### **ANALYSIS/RATIONALE:**

As indicated above and without having to change any benefits currently available for employees, the City can experience a savings on the LTD and Life Insurance rates by transferring the contract from Sun Life to Manulife.

The City will continue to examine other cost saving measures with Manulife once the benefits have been transferred. Other cost containment options would include an Adjudication Services Only for the Short-term disability benefit and Human Resources staff will report back to Council at a later date.

### **SUMMARY OF SAVINGS**

<b>Benefit</b>	<b>Sun Life</b>	<b>Manulife</b>	<b>Savings</b>
Life Insurance	\$344,000	\$289,000	\$ 55,000
LTD	\$692,000	\$616,000	\$ 76,000
<b>Total Savings by Transfer</b>			<b>\$131,000</b>
<b>Impact on 2008 Budget Summary</b>			
<b>Extended Health &amp; Dental Renewal Increase</b>			<b>\$634,654</b>
Less: 2007 Surplus (Extended Health & Dental)			(\$163,000)
Sub-total: 2008 Budget Impact (Extended Health & Dental)			\$471,654
Total Savings by Transfer			(\$131,000)
Less: ASO savings			(\$ 40,000)
<b>Annualized Impact on 2008 Budget (to be prorated per date of transfer)</b>			<b>\$300,654</b>

### **CORPORATE STRATEGIC PLAN**

On August 13<sup>th</sup>, 2007, Council approved its new Strategic Plan wherein there is a commitment to:



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Goal 5: *"A community-focused, responsible and accountable government"*

And

Goal 5.6: *"Organization excellence in planning, management, Human Resources and people practices; recognized as a top employer in the community."*

## **FINANCIAL IMPLICATIONS**

If Council chooses to not transfer the benefits from Sun Life to Manulife, the extended health and dental benefits will impact the 2008 budget by \$471,000 and an additional \$171,000 for the STD, LTD and Life Insurance benefits under Sun Life. The total impact on the 2008 budget will be \$642,000 and this will be a similar experience in 2009.

Consolidating all benefits with Manulife results in a \$300,645 annualized savings 2008 (pro-rated as per date of transfer).

## **DEPARTMENTAL CONSULTATION**

The Legal Services division of Corporate Services has reviewed the "Termination of Policy" provisions in the existing Sun Life contract. The City may terminate the policy without penalty by providing written notice to Sun Life. Human Resources staff will provide Sun Life with a minimum of 30 days notice as per industry practice.

Once Sun Life has been put on notice as to the effective date, all claims that are active will continue on the Sun Life contract and all new claims will be with Manulife. If Council approves this transfer, Human Resources will notify Sun Life in writing with notice of termination effective June 30, 2008.

The Manager of Budget Services and the Manager of Financial Services reviewed this report and the proposal from Manulife. There were no concerns raised by either Manager.

Also, the Guelph Police Department has their benefits under the same contracts with Manulife and Sun Life. Human Resources staff met with the appropriate Police Department representatives and they have reviewed this report and the Manulife proposal. Any concerns have been addressed and they are in agreement with the proposed recommendations.

## **COMMUNICATIONS**

Consultation and communication was gathered from the City's benefit carriers, Sun Life and Manulife.

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In addition, Human Resources will develop a communication plan to notify City staff and union representatives of the change upon Council approval. Communication will commence immediately following Council's approval, Sun Life notification and as the effective date of the consolidation approach.

**ATTACHMENTS**

None



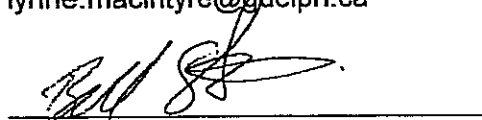
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**Recommended By:**

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# COMMITTEE REPORT



**TO** Finance, Administration, and Corporate Services  
Committee

**SERVICE AREA** Corporate Services, Realty Services

**DATE** May 7, 2008

**SUBJECT** Community Room at Ken Danby Public School

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## RECOMMENDATION

THAT the Mayor and Clerk be authorized to execute a license agreement between the Upper Grand District School Board and the City of Guelph for the construction and use of a community room at Ken Danby Public School subject to the final form and content of the agreement be satisfactory to the Director of Community Services and the Director of Corporate Services and City Solicitor;

AND THAT the operating costs associated with the community room at Ken Danby Public School for 2008 be from Community Services Operating Budget;

AND THAT the operating costs associated with the community room at Ken Danby Public School for 2009 be incorporated into the Community Services Operating Budget as a pre-approval.

## BACKGROUND

In keeping with the Neighbourhood Partnership Policy (see Appendix 1), Community Services has been working with the Grange Hill East and Waverley neighbourhood groups in regard to securing accommodation for their meetings and activities.

The need for a facility for the Grange Hill Neighbourhood East Group was identified and \$241,000 was budgeted in 2005 for the capital costs associated with the development of a community room at the Ken Danby Public School (see Appendices 2, 3, and 4). Construction of the school, including the community room, is now underway and is expected to be complete by September 2008.

In order to secure the City's rights to use this room, and to reimburse the School Board for the City's share of this project, it is necessary and appropriate to enter into a license agreement.

## REPORT

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At the date of writing, staff have developed and are negotiating a license agreement with the School Board. The important components of the proposed agreement are set out in Appendix 5.

The proposed agreement will secure the City's exclusive right to use this community room for a period of 40 years. The City will pay the cost of construction which is estimated at \$242,800. The City will also be responsible for its proportionate share of maintenance, repair and replacement costs during the term of the agreement.

Staff are recommending approval of the proposed agreement.

### **CORPORATE STRATEGIC PLAN**

This supports the following Corporate Strategic Goals:

2. A healthy and safe community where life can be lived to the fullest.
5. A community-focused, responsive and accountable government.

### **FINANCIAL IMPLICATIONS**

Funding for construction costs will be from RP0351 (See Appendix 6).

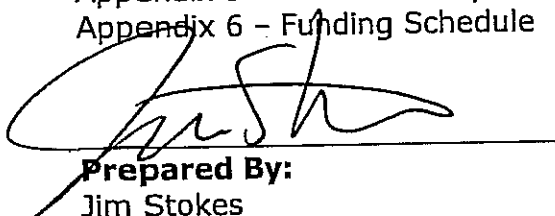
Operating costs for 2008 will be from the current Community Services Operating Budget. Operating costs for 2009 will be included into the 2009 Community Services Operating Budget as a pre-approval.

### **DEPARTMENTAL CONSULTATION**

Corporate Services and Community Services have worked closely to develop an appropriate agreement.

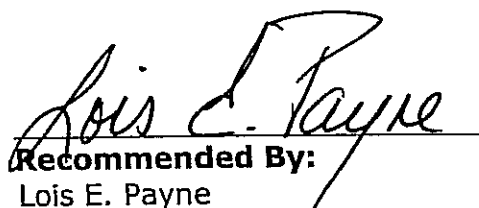
### **ATTACHMENTS**

- Appendix 1 – Neighbourhood Partnership Policy
- Appendix 2 – Site Plan of Ken Danby Public School
- Appendix 3 – Proposed Ken Danby Public School
- Appendix 4 – Proposed Community Room
- Appendix 5 – Details of Proposed License Agreement
- Appendix 6 – Funding Schedule



**Prepared By:**

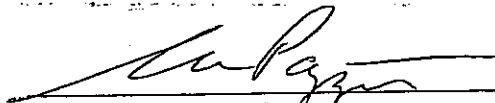
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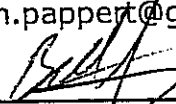
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**Recommended By:**

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Acting Director of Finance  
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bill.stewart@guelph.ca



City of Guelph

### **Goal Statement of Neighbourhood Partnership Policy**

The City of Guelph, Community Services Department, identified in the *Recreation, Parks and Culture Strategic Plan – Vision 2007*, a commitment to move towards utilizing and fostering a community development approach for the provision of recreation and leisure opportunities. Community development in this case would include enhancement of the quality of life and community wellness through active citizen involvement and leadership in community life activities.

### **Purpose of the Neighbourhood Partnership Policy**

- 1) To officially identify, recognize and work in partnership with Neighbourhood Groups that offer recreation and leisure opportunities for all residents.
- 2) To develop partnerships that assist Neighbourhood Groups who may require the support of public funds and/or facility use for Community Room, Meeting Room and/or Program Space.
- 3) To work in partnership with the Neighbourhood Support Coalition that is the multi-sectoral umbrella organization for all Neighbourhood Groups in Guelph.
- 4) To assist other City Departments to develop their partnership policies with the Neighbourhood Support Coalition and Neighbourhood Groups.

### **Objectives of the Neighbourhood Partnership Policy**

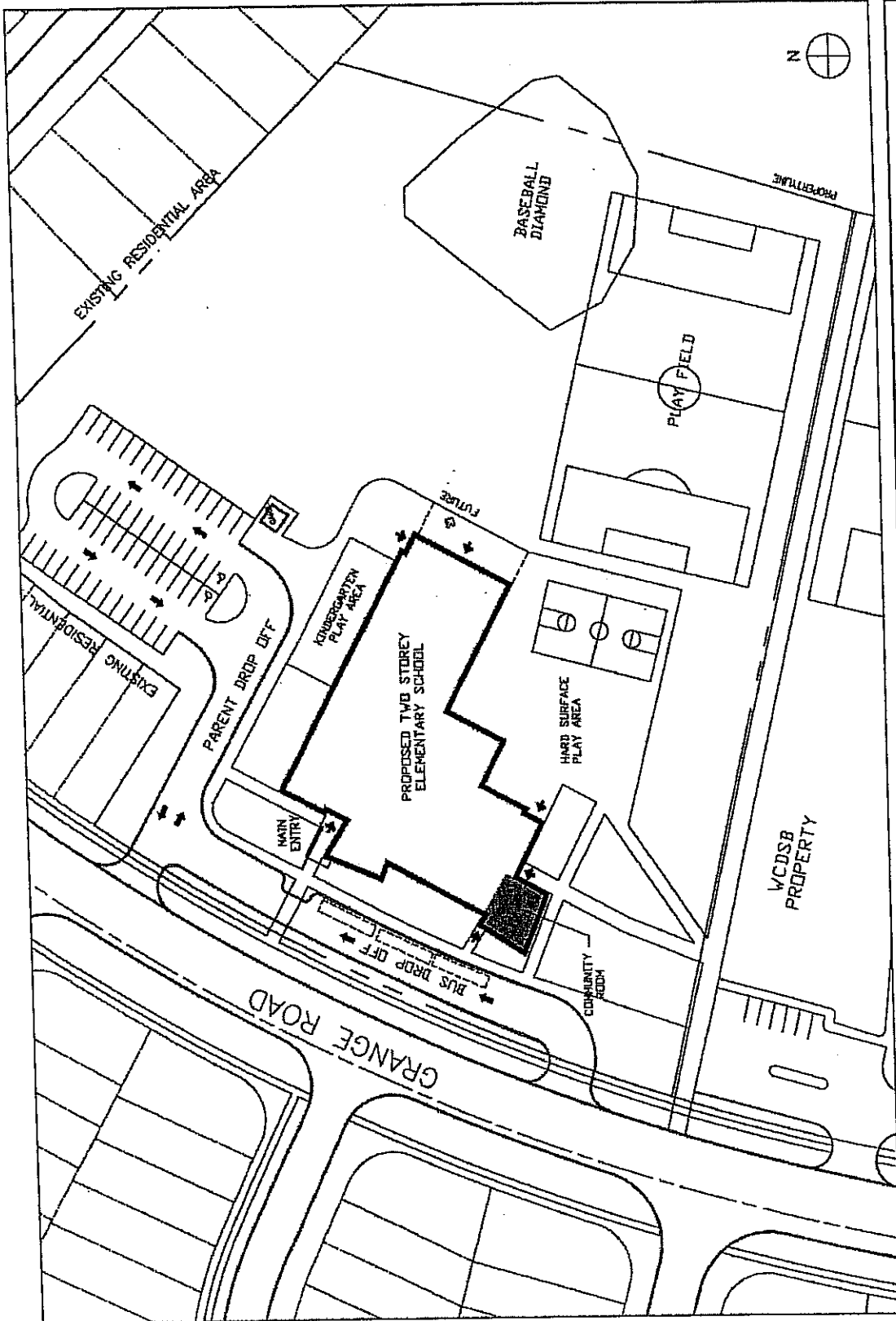
#### *Community Development and Partnership Building*

- To support community based initiatives that provide recreation and leisure programs and services for all residents.
- To assist in the development of new Neighbourhood Groups.
- To participate in partnerships that will promote the delivery of a variety of creative, affordable, and accessible programs.
- To increase citizen participation and community wellness.
- To work in partnership with the community to develop community capacity building and leadership.

#### *Financial Support*

- To provide Neighbourhood Groups with financial support through the Neighbourhood Support Coalition.
- To assist with providing Neighbourhood Groups with Community Offices, Meeting Room and/or Program Space.
- To guide Neighbourhood Groups to become self sustaining through planning and taking responsibility for their programs.
- To provide staffing resources to work closely with the Neighbourhood Support Coalition and Neighbourhood Groups to address community needs and provide a supportive role.

**Appendix 2**  
**Site Plan of Ken Danby Public School**



**ZAS**  
 ARCHITECTURE  
 INTERIOR DESIGN  
 TRANSPORTATION  
 PLANNING  
 7-419 875 3024  
 7-419 875 3103  
 4775 Lakeshore Blvd. W., Unit 401  
 Toronto, Ontario  
 Canada M3J 1S1

SCALE 1:1000  
 DECEMBER 2008

**SITE PLAN**  
**GRANGE HILL PUBLIC SCHOOL**

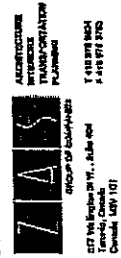
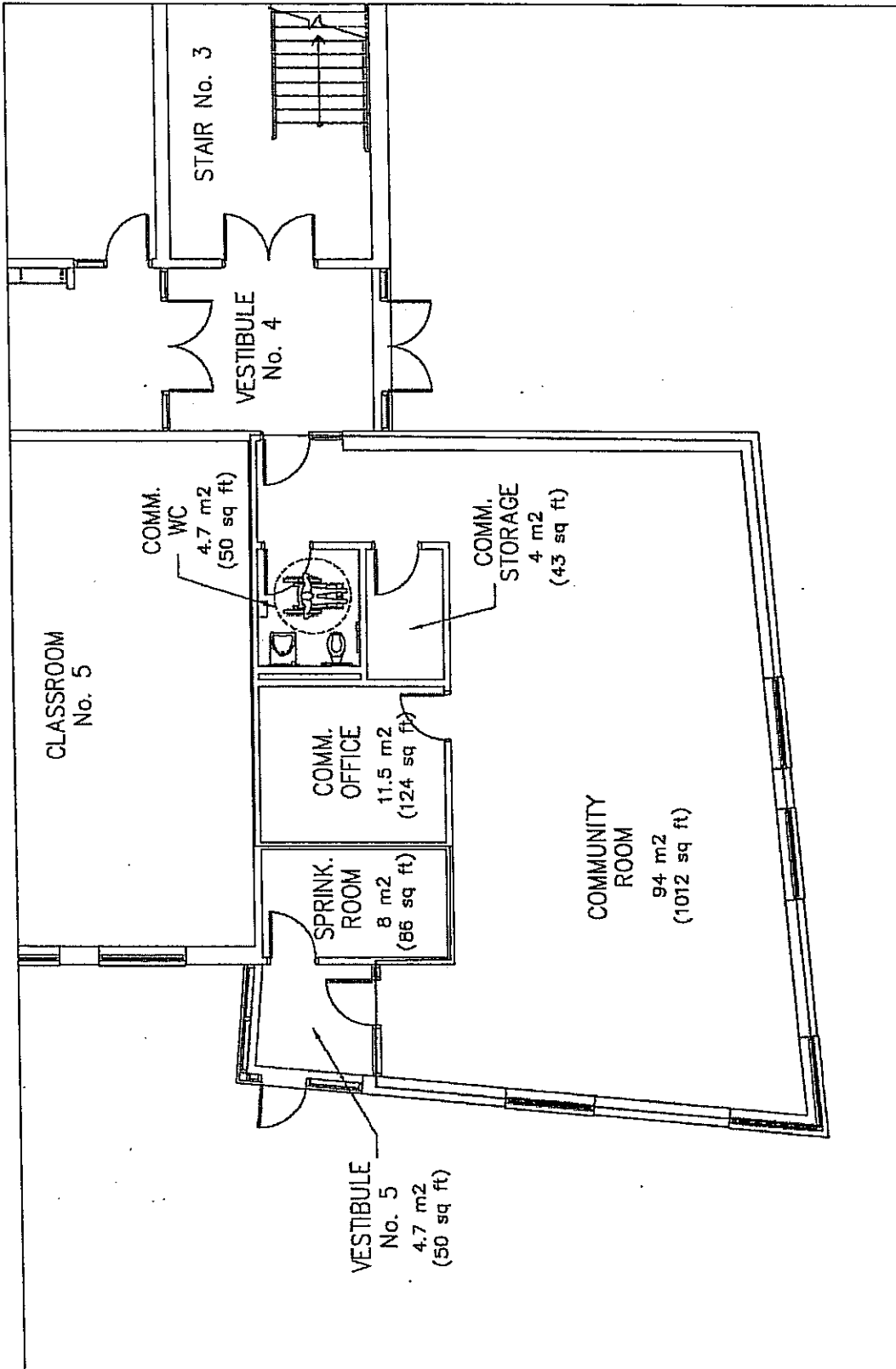
UPPER GRAND  
 DISTRICT SCHOOL  
 BOARD







Appendix 4  
Proposed Community Room



SCALE: 1:100  
DECEMBER 2009

COMMUNITY ROOM  
GRANGE HILL PUBLIC SCHOOL

UPPER GRAND  
DISTRICT SCHOOL  
BOARD



**Appendix 5**  
Details of Proposed License Agreement

<b>Item</b>	<b>Details</b>
Term	40 Years from September 1, 2008 to August 31, 2048
Community Space	137.77 square metres (1,483 sq. ft.)  Includes office, accessible washroom, and storage room
Common Areas	Access to parking areas and walkways leading to the Community Room, including 10 unassigned parking spaces.
Uses	The room can be used by the City and its authorized users for community purposes, at the City's discretion, but not for retail or commercial purposes.
Early Termination	City can terminate at any time on 12 months notice.  If the Board wishes to sell or use the school for non-school purposes, the Board can terminate on 24 months notice and the City will receive a pro-rated refund of its initial capital cost based on full depreciation over 40 years.
Maintenance and Repair	The Board will be responsible for all maintenance and repair at the City's cost on the basis of a proportionate share.
Occupancy	The community room is expected to be available on September 1, 2008
Payment of Capital Costs	The City shall pay to the Board the actual cost of constructing the community room, which is currently estimated at \$242,800.00.  \$200,000 is to be paid on execution of the proposed agreement and the balance following occupancy.
Estimated Operating Costs	For Sept-Dec 2008, operating costs are estimated at \$2,000  For 2009, operating costs are estimated at \$6,000.

# Appendix 6 Funding Schedule

2008/04/18  
Page - 1

CITY OF GUELPH  
Capital WIP Report - Single Business Unit  
As Of Date 20081231

R5751412  
C0930001A

RP0351 GRANGE HILL COMMUNITY ROOM  
Project Mgr ROB MACKAY

Planned Start Date 2007/01/01  
Actual Start Date  
Planned Comp Date 2007/12/31  
Actual Comp Date  
Council Appr 2006/12/20  
Substantial

Cost Type Code	Cost Code	Description	Revised Budget	Actual Current Month	Actual Current Year	Actual Previous Years	Total Actual	% Budget	Remaining Budget
9900	0630	CONSTRUCTION	241,000.00						241,000.00
		CONSTRUCTION	241,000.00						241,000.00
		EXPENDITURE							
9900	8168	CAPITAL-DEV CHG EXEMPT	24,100.00						24,100.00
9900	8320	DEV CHG - PARKS	216,900.00						216,900.00
		RESERVES AND RESERVE FUNDS	241,000.00						241,000.00
		SOURCES OF FINANCING							
		RP0351 GRANGE HILL COMMUNITY ROOM	241,000.00						241,000.00
		Grand Total							

# COMMITTEE REPORT



TO **Finance, Administration and Corporate Services  
Committee**

SERVICE AREA Finance  
DATE May 12, 2008

**SUBJECT 2009 Tax Supported Budget Guideline, Forecast and  
Process**

REPORT NUMBER

---

## **RECOMMENDATION**

"THAT the Finance, Administration and Corporate Services Committee recommend Council approve a preliminary tax rate increase guideline of 6.5% for the 2009 budget process including all new services, departments, boards and agencies."

## **REPORT**

### **Budget Guideline**

A Council approved budget guideline is a key piece of budget information for staff. A guideline gives staff a boundary to consider when developing the City's budget. The guideline being proposed by staff includes wage increases based on contractual agreements, inflationary increases for purchased goods and services, funding for the proposed capital budget, funding for phased-in service enhancements such as 20-minute transit service, and reduced reliance on stabilization reserves.

### **Budget Forecast**

A multi-year forecast has been attached to this report. It outlines expected tax rate increases for future years and includes the assumptions used in developing the forecast. A preliminary high level review of capital requirements by the Senior Management Team (SMT) has been incorporated in the forecast.

### **Budget Process**

Budget development will be done in two main phases. The first phase will involve five steps to be completed by departmental staff and Budget Services. The second phase is done at the Senior Management Team (SMT) level once all of the departmental budget requests have been consolidated.

---

**Phase 1: Departmental Requested Budget (Due August 22, 2008)**

Development of the departmental requested budgets will include five main steps as outlined below:

*Step 1 – Beginning Base Budget*

- a) Services already approved in previous budgets, adjusted for factors such as inflation, contractual wage increases, and user fee increases.
- b) Phased service enhancement from previously approved budgets such as the second year impact of the 20-minute transit service.
- c) Revenue and financing adjustments (e.g. assessment growth, investment revenue, capital from current funding, transfers to and from reserves).
  - Step 1 will be input into the financial system by the respective departments as in prior years.

*Step 2- Efficiencies*

- a) Efficiencies in operations that have reduced the cost of providing existing services (2008 Budget examples include direct bailing of cardboard at the WRIC, and using an electronic database for legal research in Legal).
  - Step 2 will be tracked separately by the departments and will be input into the financial system by Budget Services staff.

*Step 3- Growth Related Service Level Impacts*

- a) Additional services related to city growth (2008 Budget examples include the Environmental Planner, and the Playground Inspector & Repair Person).
  - Step 3 will be tracked separately by the departments and will be input into the financial system by Budget Services staff.

*Step 4- Service Level Review Changes (Council & Department Initiated)*

- a) Increases or decreases to a department's budget as a result of Council's review of the services provided.
  - Step 4 will be tracked separately by the departments and will be input into the financial system by Budget Services staff.

*Step 5 - New Services*

- a) Services which have not been approved in previous budgets and are not caused by city growth (2008 Budget examples include the Community Energy Plan Project Manager, and the Property Standards Inspector).
- b) These new services must be directly related to identified Council priorities.
  - Step 5 will be tracked separately by the departments and will be input into the financial system by Budget Services staff.

**Phase 2: SMT Recommended Budget (Due October 10, 2008)**

SMT will meet to discuss the departmental requested budget submissions and adjust the requests to fit within the Council approved guideline. The SMT recommended budget will then be presented to all Committees for review and information sharing.

**CORPORATE STRATEGIC PLAN**

- 5.3 Open, accountable, and transparent conduct of municipal business.
- 5.5 A high credit rating and strong financial position.

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## FINANCIAL IMPLICATIONS

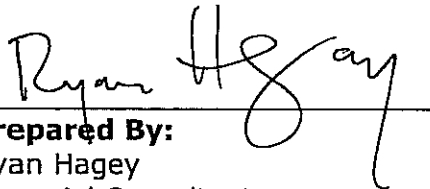
This preliminary guideline will be communicated to all departments, boards and agencies for consideration in the preparation of their 2009 budget. It will be adjusted accordingly as additional information becomes available.

## DEPARTMENTAL CONSULTATION


Senior Management Team have met and discussed the budget process. Their input has been incorporated into the budget guideline and process.

## ATTACHMENTS

1. Four-year Tax Supported Budget Forecast & Assumptions
2. Example Summary Page of the 2009 Tax Supported Operating Budget



**Prepared By:**  
Ryan Hagey  
Financial Consultant



**Recommended By:**  
Susan Aram, CGA  
Manager of Budget Services



**Recommended By:**  
Bill Stewart  
Acting Director of Finance

CITY OF GUELPH FOUR YEAR OPERATING BUDGET FORECAST										
	2007 Budget	2008 Budget	2009 Forecast	2010 Forecast	2011 Forecast	2012 Forecast	2009 Impacts to Specific Depts*	2010 Impacts to Specific Depts*	2011 Impacts to Specific Depts*	2012 Impacts to Specific Depts*
<b>CITY DEPARTMENTS</b>										
Administration										
NET BUDGET	1,255,400	1,302,000	1,340,300	1,379,800	1,420,700	1,462,700	-	-	-	-
		3.71%	2.94%	2.95%	2.96%	2.96%				
Economic Development and Tourism										
NET BUDGET	1,142,900	1,253,900	1,293,155	1,333,510	1,375,065	1,417,819	-	-	-	-
		9.71%	3.13%	3.12%	3.12%	3.11%				
Human Resources										
NET BUDGET	3,027,000	3,226,300	3,323,100	3,422,800	3,525,500	3,631,400	-	-	-	-
		6.58%	3.00%	3.00%	3.00%	3.00%				
Operations										
NET BUDGET	14,885,900	15,855,100	16,386,800	16,932,900	17,496,700	18,078,700	-	-	-	-
		6.51%	3.35%	3.33%	3.33%	3.33%				
Environmental Services										
NET BUDGET	9,161,400	9,567,500	9,938,700	11,071,800	11,489,700	11,920,900	-	-	-	-
		4.43%	3.88%	11.40%	3.77%	3.75%				
Community Services										
NET BUDGET	11,067,170	12,498,500	13,836,422	14,558,300	15,305,500	16,079,100	-	-	-	-
		12.93%	10.70%	5.22%	5.13%	5.05%				
Emergency Services										
NET BUDGET	18,404,934	19,206,768	20,364,666	22,513,600	23,173,400	23,853,400	-	-	-	-
		4.36%	6.03%	10.55%	2.93%	2.93%				
Community Design and Development Services										
NET BUDGET	3,996,240	4,334,800	4,326,290	4,299,689	4,252,638	4,182,512	-	-	-	-
		8.43%	-0.20%	-0.61%	-1.09%	-1.65%				
Corporate Services										
NET BUDGET	2,400,400	2,433,700	2,556,700	2,687,500	3,030,800	3,172,600	-	-	-	-
		1.39%	5.14%	5.03%	12.77%	4.68%				
Information Services										
NET BUDGET	4,894,110	5,050,900	5,195,525	5,346,425	5,500,701	5,659,551	-	-	-	-
		3.20%	2.88%	2.88%	2.89%	2.89%				
Finance										
NET BUDGET	2,152,450	2,220,750	2,297,000	2,365,600	2,441,500	2,519,900	-	-	-	-
		3.17%	3.21%	3.21%	3.21%	3.21%				
SUBTOTAL CITY DEPARTMENTS	72,389,904	76,950,218	80,856,658	85,911,924	89,012,203	91,978,581	2,300,000	2,300,000	2,300,000	2,300,000
		6.30%	5.08%	6.25%	3.61%	3.33%				
GENERAL & CAPITAL FINANCING										
NET BUDGET	(130,682,699)	(136,296,588)	(14,115,469)	20,781,649	28,281,649	33,562,549	4,837,600	4,837,600	4,581,700	2,883,100
TOTAL CITY DEPARTMENTS	(58,292,795)	(59,346,370)	94,974,127	106,693,573	117,293,852	125,541,130	7,137,600	7,137,600	4,791,700	2,883,100
GENERAL & CAPITAL FINANCING										
NET BUDGET										

CITY OF GUELPH		FOUR YEAR OPERATING BUDGET FORECAST									
	2007 Budget	2008 Budget	2009 Forecast	2010 Forecast	2011 Forecast	2012 Forecast	2009 Impacts to Specific Depts*	2010 Impacts to Specific Depts*	2011 Impacts to Specific Depts*	2012 Impacts to Specific Depts*	2012 Forecast
<b>LOCAL BOARDS, OTHER BOARDS &amp; AGENCIES</b>											
POLICE SERVICES	26,857,750	27,728,500	28,630,900	29,618,100	30,535,000	31,480,100	-	100,000	-	-	-
		3.24%	3.25%	3.45%	3.10%	3.10%					
GUELPH PUBLIC LIBRARY	5,978,045	6,186,155	6,364,400	6,547,600	6,736,400	6,930,600	-	-	-	-	-
		3.48%	2.88%	2.88%	2.88%	2.88%					
GUELPH MUSEUMS	506,500	558,700	576,300	594,400	612,900	631,900	-	150,000	-	-	-
		10.31%	3.15%	3.14%	3.14%	28.35%					
TOTAL LOCAL BOARDS	33,342,295	34,473,355	35,571,600	36,760,100	38,034,300	39,195,900	-	100,000	150,000	-	-
SHARED SERVICES / GRANTS	24,950,500	24,873,014	23,731,900	20,014,700	18,512,500	24,051,100	-	-	-	-	-
		-0.31%	-4.59%	-15.66%	-7.51%	29.92%					
<b>OVERALL NET BUDGET</b>	-	-	782,588	154,275,627	7,237,600	163,468,373	4,941,700	173,840,652	2,883,100	188,788,130	
New Service Priorities (based on 1% historical)			1,434,542	1,434,542	1,434,542	1,434,542	1,434,542	1,557,102	1,557,102	1,557,102	
Taxation Requirement \$ Change			155,710,169	10,749,848	12,255,932	10,749,848	178,496,897	166,460,017	178,496,897	195,229,343	
Assessment Growth Net \$ Change			(2,869,885)	(2,724,928)	(2,869,885)	(2,724,928)	(2,496,900)	(2,496,900)	(2,496,900)	(2,677,453)	
			9,386,848	8,024,920	9,386,848	8,024,920	9,539,979	9,539,979	9,539,979	14,054,993	
<b>Tax Rate Impact</b>		4.50%	6.54%	5.15%	5.15%	7.20%					
* NOTE: The Impacts to Specific Departments are detailed on the accompanying Forecast Assumptions sheet.											
The format of this chart has been updated since the Committee meeting to provide better clarity. All of the values are the same as the ones presented to Committee.											



**FORECAST ASSUMPTIONS**

2012

2011

2010

2009

	2012	2011	2010	2009
<b>General Assumptions Impacting all Departments</b>				
Salaries/Wages: 3%, Benefits: 3.5%, Contingency: 3.5%, Purchased Goods & Services: 2%				
External Recoveries: 2%, User Fees: 1%				
<b>Specific Assumptions Impacting Individual Departments</b>				
<b>Environmental Services</b>				
Solid Waste Organics Plant			750,000	
<b>Subtotal Environmental Services</b>			<b>750,000</b>	
<b>Community Services</b>				
20 Minulla Service - Phase In of additional operating costs				659,822
Ken Danby School operating costs				10,000
<b>Subtotal Community Services</b>				<b>669,822</b>
<b>Emergency Services</b>				
Increase to enhancements of Land Ambulance - \$1,032,046 x 57% (City Share) = \$588,266				588,266
Staffing & Uniforms South End Joint Facility (16 New Positions)			1,200,000	
Operating Costs South End Joint Facility			350,000	
<b>Subtotal Emergency Services</b>			<b>1,550,000</b>	
<b>Corporate Services</b>				
<b>Subtotal Corporate Services</b>				<b>210,000</b>
<b>General &amp; Capital Financing</b>				
Reserve Transfer: Reduce funding from Tax Rate Stabilization Reserve (assume zero funding after 2012)		450,000	450,000	450,000
Reserve Transfer: Increase funding to Infrastructure Renewal Reserve 2M per year (address gap and increase in costs) - 2009 offset with 2008 Provincial Infrastructure funding of 1.9M		100,000	2,000,000	2,000,000
Reserve Transfer: Increase funding to Accessibility Reserve		100,000	100,000	
Grant Funding: Reduce OMPF Funding (assume zero funding after 2012)		362,500	362,500	362,500
Investment Income: Reduce due to lower predicted interest rates		1,000,000		
Investment Income: Interest from Hydro Note of \$1.875M (6.25%) annually, reduces to \$1.2M in 2011 (4%)				875,000
Capital Project WM0034: Delay baller replacement to 2010		(700,000)	700,000	
Capital Project RP0188: Delate Dehti Rec Centre project		(18,000)	(40,000)	
Capital Project GG0105: Move \$80K to 2010 (current funding)		(80,000)	80,000	
Capital Project RD0895: move York & Elizabeth Signals to 2011		(40,000)		40,000
Additional Capital Reallocations		(850,000)	(750,000)	(850,000)
Capital Project Reductions/Deferrals		(1,868,000)	(10,000)	(780,000)
<b>DEBT</b>				
Debt Issue: Civic Admin \$1.3M in 2009			165,100	
Debt Issue: Additional Debt for capital projects in 2009 (Civic Admin \$1.3M - Current Funding)			(1,300,000)	
<b>Subtotal General &amp; Capital Financing</b>			<b>4,837,600</b>	<b>4,561,700</b>
<b>Police Services</b>				
Police Services - Operating Costs South End Joint Facility			100,000	
<b>Subtotal Police Services</b>			<b>100,000</b>	
<b>Museum</b>				
<b>Subtotal Museum</b>				<b>150,000</b>
<b>Subtotal</b>				<b>2,863,100</b>

**NOTES:**

- 1 Assessment Growth: Reduce assessment growth: 2008 = 2.5%, 2009 = 2.0%, 2010 = 1.75%, 2011 & beyond = 1.5%
- 2 Changing Tax Rates: The province wishes to see taxes on the commercial, multi-residential & Industrial classes reduced as indicated by the ranges of fairness. Maintaining existing ratios could result in a shortfall in one or more of the capping classes as there are not enough properties to fund the cap. This shortfall would need to be funded from general revenues unless the ratios are reduced.
- 3 Social Services: Based on the Projected Budget from the County. All Unloaded Savings are Indicated separately.

**Corporation of the City of Guelph - Proposed New Format  
2009 Tax Supported Operating Budget**

Description	2008 Approved Budget	2009 Base Budget			2009 New Services	Total Net Budget Including New Services	2009/2008 Change Including New Services
		Beginning Base Budget	Efficiencies	Growth Related Additional Services			
<b>CITY DEPARTMENTS</b>							
Administration	721,800	754,800	(50,000)	100,000	804,800	83,000	11.5%
Council and Mayor	539,600	547,200	-	-	547,200	13,600	2.5%
Corporate Administration	1,255,400	1,302,000	(50,000)	100,000	1,352,000	96,600	7.7%
Total Administration	1,142,900	1,228,600	(20,000)	-	1,208,600	65,700	5.7%
Economic Development and Tourism	-	-	-	-	-	-	-
Total Economic Development and Tourism	-	-	-	-	-	-	-
Human Resources	3,027,000	3,219,700	(100,000)	-	3,119,700	92,700	3.1%
Operations	2,749,800	2,874,600	-	-	2,874,600	124,800	4.5%
Administration	280,700	426,900	-	-	426,900	146,200	52.1%
Program Performance & Dev	737,900	748,200	-	-	748,200	10,300	1.4%
Drainage	-	-	(30,000)	-	(30,000)	(30,000)	(100.0%)
Fleet & Equipment	3,040,900	3,141,200	-	60,000	3,141,200	100,300	3.3%
Parks Operations	3,539,800	3,699,500	-	-	3,699,500	159,700	4.5%
Roadway Maintenance	1,633,600	1,713,300	-	-	1,713,300	79,700	4.9%
Boulevard Maintenance	842,600	853,400	(20,000)	-	833,400	(9,200)	(1.1%)
Forestry & Horticulture	1,959,500	2,050,500	(65,000)	-	1,985,500	26,000	1.3%
Traffic Signals	101,100	105,400	-	-	105,400	4,300	4.3%
Traffic Investigations	-	-	-	-	-	-	-
Total Operations	14,885,900	15,613,000	(115,000)	60,000	15,558,000	672,100	4.5%
Total	16,028,800	16,847,300	(200,000)	120,000	16,767,300	738,500	4.6%

Phase 1

Note: Format Demonstration Purposes Only

# COMMITTEE REPORT



**TO** Finance, Administration and Corporate Services  
Committee

**SERVICE AREA** Finance  
**DATE** May 12, 2008

**SUBJECT** Tax Supported Capital Guideline  
**REPORT NUMBER**

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## RECOMMENDATION

"THAT the Tax Supported Capital Guideline limiting the capital current funding, reserve funding and debt service funding from the operating budget to a maximum of 20% of the previous year's net tax requirement be approved."

"That staff be requested to report back to Council with a plan to achieve the 20% Tax Supported Capital Guideline."

## BACKGROUND

During the 2008 budget process a review of the Capital Guideline was recommended by Council. This capital guideline establishes an annual amount within the tax supported operating budget to be used exclusively for capital requirements and provides an amount of available financing within which long term capital requirements may be prioritized. Along with the Capital Guideline, financial policies relating to reserve funding, the use of Hydro funds and debt management will be refined.

The Capital Guideline and related policies will enable Council to make informed decisions with respect to the City's long term capital program including the various projects proposed for the Downtown area (Wilson Street Parking Garage, Downtown Incentive Programs, Civic Precinct, Loretto Convent Museum, Transit Terminal, Baker Street Parking Garage and Main Library)

## REPORT

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The proposed 20% Capital Guideline provides a realistic and transparent picture of the long term capital needs of the City and encompasses the following high level directions:

- A gradual increase in the current funding of capital projects from the operating budget
- Increase the establishment and funding of capital reserves with emphasis on infrastructure replacement and asset management requirements
- The prudent use of debt financing for projects that demonstrably benefit future generations (our current and long term debt servicing (including new Downtown Projects) is approximately 6.5% of Net Revenue Fund Revenues which is well below the provincial limit of 25% - see Attachment 1)
- The need to prioritize capital projects on a global scale according to long term strategic direction
- Ongoing refinement of the capital guideline to incorporate results from the Long Term Fiscal Growth Model and 2008 DC Background Study

A multi-year forecast has been attached to this report outlining the tax rate and debt servicing implications of the new Downtown initiatives and the impacts of incorporating these projects as well as increased infrastructure funding into the existing 10 year capital forecast.

Based on the current capital program, financing from the operating budget for capital current funding, reserve funding and debt servicing will exceed 26% in 2012 before declining. Finance staff do not recommend that this level of financing be reached as the impact on the tax rate would be unacceptable.

Finance staff are seeking direction to set a maximum level of 20% and to report back to Council with options to achieve this guideline that might include, but are not limited to, eliminating projects, deferring projects, increasing debt on appropriate projects and or/seeking other sources of funding.

## **CORPORATE STRATEGIC PLAN**

5.3 Open, accountable, and transparent conduct of municipal business.

5.5 A high credit rating and strong financial position.

## **FINANCIAL IMPLICATIONS**

Sound capital related financial management will ensure that the City's current and future needs are met without compromising flexibility for future initiatives or a strong credit rating.

## **DEPARTMENTAL CONSULTATION**

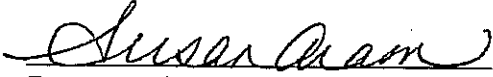
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Consultation with various departments related to the Downtown projects and review by the Senior Management Team and CAO.

**ATTACHMENTS**

Attachment #1: 20% Capital Guideline Forecast (with Annual Debt Repayment Limit Analysis)

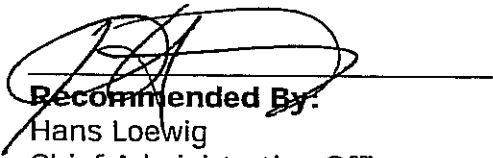
Attachment #2: Impacts and timeline for implementation of Downtown Projects.



**Prepared By:**  
Susan Aram, CGA  
Manager of Budget Services



**Recommended By:**  
Bill Stewart  
Acting Director of Finance



**Recommended By:**  
Hans Loewig  
Chief Administrative Officer

**CITY OF GUELPH  
2008-2017 TAX SUPPORTED CAPITAL FINANCING GUIDELINE CALCULATION  
(\$ 000's)**

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Previous Years Net Tax Requirement</b>	133,810	143,454	155,710	166,460	178,496	195,229	208,895	223,518	239,164	255,905
<b>ALPAY-AS-YOU-GO FINANCING</b>										
Annual Contribution To Capital Projects	\$4,442	\$9,608	\$9,040	\$10,823	\$12,585	\$12,874	\$9,384	\$12,833	\$10,658	\$8,140
Annual Contribution To Capital Reserves	\$5,600	\$5,475	\$5,250	\$5,575	\$5,050	\$5,050	\$4,250	\$4,250	\$4,250	\$4,250
Contribution to Vehicles & Equipment Reserve	\$5,820	\$5,800	\$7,700	\$8,000	\$9,000	\$10,000	\$10,000	\$10,000	\$10,000	\$11,000
<b>SUBTOTAL</b>	\$15,862	\$21,483	\$22,735	\$30,473	\$34,635	\$30,924	\$28,634	\$30,183	\$27,906	\$26,390
<b>BL DEBT SERVICING COSTS</b>										
Existing Tax Supported Debentures	\$7,124	\$4,934	\$3,441	\$2,992	\$1,408	\$1,408	\$1,408	\$1,408	\$1,408	\$1,408
Unfunded Debentures (approved previously but not yet issued)	\$0	\$1,772	\$1,772	\$1,772	\$1,772	\$1,772	\$1,772	\$1,772	\$1,772	\$1,772
<b>SUBTOTAL</b>	\$7,124	\$6,706	\$5,213	\$4,764	\$3,180	\$3,180	\$3,180	\$3,180	\$3,180	\$3,180
Shearman Centre Debt - Royal Bank & CIBC	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
<b>SUBTOTAL</b>	\$8,924	\$8,506	\$7,013	\$6,564	\$4,980	\$4,980	\$4,980	\$4,980	\$4,980	\$4,980

**CAPITAL FINANCING COSTS INCLUDED IN 20% GUIDELINE**

Net Revenue Fund Revenue	\$24,786	\$29,989	\$36,389	\$41,802	\$46,655	\$47,717	\$43,809	\$48,476	\$46,649	\$45,115
<b>20% GUIDELINE</b>	\$26,762	\$28,691	\$31,142	\$33,292	\$35,699	\$38,046	\$41,770	\$44,704	\$47,833	\$51,181

**\$ \$ to reduce to maintain 20%**

Net Revenue Fund Revenue	(\$1,976)	\$1,298	\$5,247	\$9,510	\$10,956	\$8,671	\$2,030	\$3,772	(\$1,184)	(\$5,066)
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**Actual 2008 ARL**

<b>A</b> Net Revenue Fund Revenue (Total Revenue Fund Revenue less Grants from Government) (assume 7% annual increase based on 5 year historical average)	\$ 205,897,399	\$ 220,310,217	\$ 235,731,932	\$ 252,233,167	\$ 269,889,489	\$ 288,781,763	\$ 308,896,476	\$ 330,626,229	\$ 353,770,005	\$ 378,533,970
<b>B</b> 25 % of Net Revenue Fund Revenue	\$ 51,474,350	\$ 55,077,554	\$ 58,932,983	\$ 63,058,292	\$ 67,472,372	\$ 72,185,438	\$ 77,249,118	\$ 82,856,557	\$ 88,442,516	\$ 94,633,493
<b>C</b> Net Debt Charges (P&I)	\$ 13,222,548	\$ 12,119,780	\$ 12,107,055	\$ 14,278,787	\$ 14,160,124	\$ 18,590,704	\$ 18,695,071	\$ 19,561,460	\$ 19,807,508	\$ 19,619,025
Tax Supported	\$ 8,924,000	\$ 8,506,000	\$ 8,074,000	\$ 11,729,000	\$ 12,020,000	\$ 16,793,000	\$ 17,175,000	\$ 18,293,000	\$ 18,742,000	\$ 18,724,000
Other Debt	\$ 4,298,548	\$ 3,613,780	\$ 3,033,055	\$ 2,549,787	\$ 2,140,124	\$ 1,797,704	\$ 1,510,071	\$ 1,268,460	\$ 1,065,508	\$ 895,025
<b>B-C</b> Net Revenue Fund Revenue less Net Debt Charges	\$ 39,251,802	\$ 42,960,774	\$ 48,825,928	\$ 48,781,525	\$ 53,312,248	\$ 59,604,734	\$ 59,584,048	\$ 63,095,097	\$ 68,535,010	\$ 75,014,467
Debt Service as a % of Net Revenue Fund Revenue	6.42%	5.50%	5.14%	5.66%	5.25%	6.44%	6.05%	5.92%	5.60%	5.18%

	2009	2010	2011	2012	2013	2014	2015	2016
Operating Costs	\$ 500,000	\$ 500,000	\$ 406,400	\$ 980,600				
Operating Costs (with risk & water feature)			\$ 489,900	\$ 381,000				
Additional Operating Costs			\$ 723,900	\$ 150,000				
Previous Year Net Tax Levy	143,454,237	155,710,189	166,480,017	178,488,897	195,229,343	204,014,663	213,195,323	222,789,113
Assume - 10 year Term (4.67%)		\$ 1,270,000			\$ 3,637,000			
Additional Operating Costs								
Total Tax Supported Debt	\$ 40,644,000	\$ 48,404,200	\$ 50,627,532	\$ 50,040,838	\$ 48,555,059	\$ 52,380,640	\$ 50,025,688	\$ 55,318,900
Debtures (balance end of year)	\$ 11,786,272	\$ 10,917,324	\$ 10,000,793	\$ 9,034,033	\$ 8,014,253	\$ 6,936,504	\$ 5,803,670	\$ 4,696,454
Sluiceway Loans (Royal & CBC)	\$ 10,000,000	\$ 21,781,800	\$ 27,687,468	\$ 59,235,164	\$ 53,818,844	\$ 48,357,360	\$ 42,550,412	\$ 36,488,100
Downtown Strategy Debt	\$ 82,430,272	\$ 81,083,324	\$ 88,295,793	\$ 118,310,033	\$ 110,468,253	\$ 107,686,504	\$ 88,379,670	\$ 86,511,454
Total Tax Supported Debt Servicing	\$ 8,508,000	\$ 9,074,000	\$ 11,729,000	\$ 12,020,000	\$ 16,792,000	\$ 17,174,000	\$ 18,293,000	\$ 18,743,000
Downtown Strategy Debt Servicing		\$ 1,270,000	\$ 2,670,200	\$ 3,860,600	\$ 6,178,800	\$ 6,178,800	\$ 6,178,800	\$ 6,178,800
% Debt Servicing for Downtown Strategy		14%	24%	32%	49%	48%	45%	44%

Assumptions:  
 Debt issued at 10 year term (4.67% interest)  
 Debt Servicing \$127,000 per \$1M issued  
 Debt issued at 20 year term (5.08% interest)  
 Debt Servicing \$81,000 per \$1M issued

Assume Parking Garage Operating Costs for Wilson covered through User Fees

Downtown Financing Strategy  
Capital Project Sequencing

	Total Project	2008	2009	2010	2011	2012	2013
Capital Reserves/Development Charges	5,400,000	400,000	1,000,000	2,200,000			
Debt/Lease Issues (2010, 2011)	11,000,000			3,200,000	7,800,000		
Total Financing	\$ 16,400,000	\$ 400,000	\$ 1,000,000	\$ 5,400,000	\$ 7,800,000		
RD0184 - Downtown Public Realm - Design & Parking Mitigation	430,000	430,000					
Funding - City Square	2,000,000		2,000,000	3,700,000		3,000,000	
Debt/Lease Issues (2010, 2012)	9,700,000						
Total Financing	\$ 9,130,000	\$ 430,000	\$ 2,000,000	\$ 3,700,000	\$ -	\$ 3,000,000	
Government Funding (Federal \$1M, Provincial \$4M)	9,000,000	5,000,000		1,000,000			
Debt/Lease Issues (2010)	1,000,000			5,700,000			
Total Financing	\$ 12,700,000	\$ 5,000,000	\$ -	\$ 7,700,000	\$ -	\$ -	\$ -
RD0184 - Carleton Street & Area Upgrades	3,000,000	570,000	1,783,000	647,000			
Government Funding (Provincial)	2,000,000	1,000,000		2,000,000			
Total Financing (Identified in Current Capital Forecast)	\$ 8,000,000	\$ 1,570,000	\$ 1,783,000	\$ 2,647,000			
RD0182 - Emmons Bridge (2008)	800,000	600,000					
RD0182 - Lower Wyndham (2009)	1,210,000		710,000	500,000			
RD0186 - Queens - North (2010)	575,000			575,000			
RD0179 - North & Queens (2011)	1,465,000			1,150,000	315,000		
RD0187 - Lower Wyndham (2012)	510,000		100,000	410,000			
RD0187 - North & Queens (2012-2013)	1,553,000				1,000,000	1,148,000	405,000
RD0187 - Upper Wyndham (2013)	3,020,000			1,220,000	1,800,000		
Total Financing (Identified in Current Capital Forecast)	\$ 8,933,000	\$ 600,000	\$ 810,000	\$ 3,280,000	\$ 2,890,000	\$ 1,148,000	\$ 405,000
Capital Reserves/Development Charges	7,000,000						
Debt/Lease Issues (2008, 2012)	41,000,000		10,000,000			7,000,000	
Total Financing	\$ 48,000,000	\$ -	\$ 10,000,000	\$ -	\$ -	\$ 38,000,000	\$ -
Capital Forecast, DC's and Existing Reserves	24,763,000	2,000,000	4,303,000	6,127,000	2,680,000	1,148,000	405,000
Government Funding - Museum & Transit Terminal	9,000,000	5,000,000		1,000,000			
Funding - City Square & Museum	3,000,000		2,000,000				
Government Funding - Transit Terminal	1,000,000						
Debt/Lease Issues (2008, 2012)	10,000,000						
Total Financing	\$ 102,663,000	\$ 9,000,000	\$ 16,603,000	\$ 23,727,000	\$ 10,490,000	\$ 35,148,000	\$ 405,000

Baker Street Details  
Front End & Servicing Costs - \$10,000,000 (Issue Debt 2009)  
Library - \$23,000,000 (\$1M Reserve, \$4M DC, \$18M Debt)  
Parking Garage - \$5M (\$1.5M Debt, \$3.5M DC)



## REPORT OF THE LAND AMBULANCE COMMITTEE

May 26, 2008

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

Your Land Ambulance Committee beg leave to present this their  
FIRST REPORT as recommended at its meeting of May 14, 2008:

- CLAUSE 1            THAT the resolution from the Region of Niagara with respect to Offload Delay Situation relating to ambulance service, as follows, be endorsed:
- WHEREAS ambulance off-load delays are common and increasing realities affecting most, if not all, emergency medical services across Ontario; and
- WHEREAS ambulance off-load delays are a symptom of serious health care and community support system problems and challenges (for example, lack of access to comprehensive and effective primary care, emergency department staffing and optimal functioning, alternate level of care patient crises, lack of adequate supportive housing, etc.); and
- WHEREAS ambulance offload delay times are consistently increasing in the Regional Municipality of Niagara, on a month to month and year to year basis; and
- WHEREAS response times to high acuity calls have dramatically increased across the Regional Municipality of Niagara due to ambulance offload delays, to the point where Provincially mandated standards cannot be met on a consistent basis; and
- WHEREAS total resource commitment to offload delays is contributing to periods of critically low ambulance availability to respond to emergency calls; and
- WHEREAS ambulance offload delays are contributing to budget variance, not within the approved budgetary guidelines for mandated service provisions to the Regional Municipality; and

WHEREAS programs and initiatives undertaken by both Emergency Medical Services and the Niagara Health System have not achieved results in eliminating offload delays; and

WHEREAS Niagara EMS can no longer sustain the effects of offload delay without temporary measures being requested of Regional Council to enhance staffing and the associated budget required;

THEREFORE BE IT RESOLVED:

THAT the Public Health and Social Services Committee recommend that Regional Council affirm its support for the urgent need for a coordinated and effective province-wide approach to the systems and issues underlying offload delays, for circulation to other boards of health, municipal, county or regional governments responsible for land ambulance services, the Ontario Hospital Association, the Association of Municipalities of Ontario, Local health Integration Networks and the MOHLTC;

AND THAT the provincial governments be requested to continue working with hospital emergency departments to address and resolve offload delays in an expedient manner.

All of which is respectfully submitted.

Councillor Laidlaw on behalf of the  
Land Ambulance Committee

May 5, 2008

Honourable George Smitherman  
Minister of Health and Long-Term Care  
10<sup>th</sup> Flr. Hepburn Block  
80 Grosvenor Street  
Toronto, Ontario  
M7A 2C4

Dear Honourable Minister:

**CL 9-2008, May 1, 2008**  
**Resolution – Offload Delay Situation**

The Council of the Regional Municipality of Niagara, at its meeting of May 1, 2008, approved the following resolution respecting the Offload Delay situation.

“WHEREAS ambulance off-load delays are common and increasing realities affecting most, if not all, emergency medical services across Ontario; and

WHEREAS ambulance off-load delays are a symptom of serious health care and community support system problems and challenges (for example, lack of access to comprehensive and effective primary care, emergency department staffing and optimal functioning, alternate level of care patient crises, lack of adequate supportive housing, etc.); and

WHEREAS ambulance offload delay times are consistently increasing in the Regional Municipality of Niagara, on a month to month and year to year basis; and

WHEREAS response times to high acuity calls have dramatically increased across the Regional Municipality of Niagara due to ambulance offload delays, to the point where Provincially mandated standards cannot be met on a consistent basis; and

WHEREAS total resource commitment to offload delays is contributing to periods of critically low ambulance availability to respond to emergency calls; and

WHEREAS ambulance offload delays are contributing to budget variance, not within the approved budgetary guidelines for mandated service provisions to the Regional Municipality; and

WHEREAS programs and initiatives undertaken by both Emergency Medical Services and the Niagara Health System have not achieved results in eliminating offload delays; and

WHEREAS Niagara EMS can no longer sustain the effects of offload delay without temporary measures being requested of Regional Council to enhance staffing and the associated budget required;

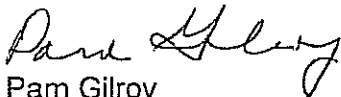
THEREFORE BE IT RESOLVED:

THAT the Public Health and Social Services Committee recommend that Regional Council affirm its support for the urgent need for a coordinated and effective province-wide approach to the systems and issues underlying offload delays, for circulation to other boards of health, municipal, county or regional governments responsible for land ambulance services, the Ontario Hospital Association, the Association of Municipalities of Ontario, Local Health Integration Networks and the MOHLTC; and

THAT the provincial governments be requested to continue working with hospital emergency departments to address and resolve offload delays in an expedient manner."

For further information on this matter, please contact Mr. John Cunnane, Director, Emergency Services Division at (905) 641-2218, ext. 5366.

Yours truly,



Pam Gilroy  
Regional Clerk

cc: Boards of Health  
Association of Municipal Emergency Medical Services of Ontario (AMEMSO)  
Ontario Hospital Association  
Association of Municipalities of Ontario (AMO)  
LOCAL Health Integration Networks (LHINS)  
Dr. R. Williams, Medical Officer of Health  
Mr. J. Cunnane, Director, ESD

## REPORT OF THE COUNCIL AS A COMMITTEE OF THE WHOLE

May 26, 2008

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

Your Council as a Committee of the Whole beg leave to present this their  
THIRD REPORT as recommended at its meeting of April 28, 2008:

CLAUSE 1 THAT Bill Birdsell be appointed to the Committee of Adjustment for a  
term ending November, 2008;

AND THAT Steve Barnhart and Goretty Dias be appointed to the  
Environmental Advisory Committee for a term ending November, 2011;

AND THAT Mike Darmon and Susan Mason be appointed to the Green  
Plan Steering Committee for a term ending November, 2008;

AND THAT David Kennedy be appointed to the Guelph Non-Profit  
Housing Corporation Board of Directors for a term ending November,  
2008;

THAT John Buttars, Mike Emeneau, Erin Harkins and Stan Kozak be  
appointed to the River Systems Advisory Committee for a term ending  
November, 2008;

AND THAT Beverly Ann Woods be appointed to the River Run Centre  
Board of Directors for a term ending November, 2008.

Councillor Gloria Kovach

## CONSENT AGENDA

May 26, 2008

Her Worship the Mayor  
and  
Members of Guelph City Council.

### SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate Council's consideration of the various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Consent Agenda will be approved in one resolution.

#### **A Reports from Administrative Staff**

<b>REPORT</b>	<b>DIRECTION</b>
<p>A-1) <b>ANNUAL ASPHALT, CONTRACT NO. 2-0801</b></p> <p>THAT the tender of Permanent Paving Ltd., Woodstock be accepted and that the Mayor and Clerk be authorized to sign the agreement for Contract 2-0801 for the Annual Asphalt Contract for a total tendered price of \$5,148,076.12 with actual payment to be made in accordance with the terms of the contract;</p> <p>AND THAT the \$1,919,941.00 approved by the Province and allocated to bridge and road works to the City be dedicated to this Annual Asphalt program.</p>	Approve
<p>A-2) <b>SOUTH END EMERGENCY SERVICES FACILITY</b></p> <p>THAT the attached conceptual design for the South End Emergency Services Facility be received for information;</p> <p>AND THAT staff proceed to prepare and issue a tender for the construction of the proposed facility;</p> <p>AND THAT subject to the contract amount being less than 9.3 million dollars, the Mayor and Clerk be authorized to execute all agreements and documents necessary to award and proceed with construction of the proposed Emergency Services Facility.</p>	Approve

A-3) **ACCESS AGREEMENT – SOUTHWEST QUADRANT CLASS EA WATER SUPPLY PROJECT** Approve

THAT the Director of Environmental Services, on behalf of the City, be permitted to enter into an Access Agreement with a private property owner for the purposes of discharging water from a Guelph Waterworks pumping test to the storm sewer catch basin on private property, subject to the satisfaction of the City Solicitor;

AND THAT the Director of Environmental Services be permitted to enter into future access agreements for water supply projects, subject to the satisfaction of the City Solicitor.

**B ITEMS FOR DIRECTION OF COUNCIL**

B-1) **COUNCILLOR BURCHER'S RE-ELECTION FOR THE FCM BOARD OF DIRECTORS** Approve

THAT Council approves Councillor Lise Burcher seeking re-election to the FCM Board of Directors at the 2008 AGM in Quebec City.

**C ITEMS FOR INFORMATION OF COUNCIL**

C-1) **CITY OF KINGSTON – ZENN AUTOMOBILES ON ONTARIO ROADS**

THAT the correspondence from the City of Kingston advising of a resolution adopted by their Council with respect to Zenn Automobiles on Ontario Roads, be received for information.

C-2) **PHYSICIAN RECRUITMENT COMMITTEE UPDATE**

THAT the Physician Recruitment Committee Update report from the Economic Development and Tourism department dated May 14, 2008, be received for information.

attach.

# COUNCIL REPORT



TO **Guelph City Council**

SERVICE AREA Community Design and Development Services  
DATE May 26, 2008

**SUBJECT ANNUAL ASPHALT, CONTRACT NO. 2-0801**  
REPORT NUMBER 08-65

---

## RECOMMENDATION

"THAT the tender of Permanent Paving Ltd., Woodstock be accepted and that the Mayor and Clerk be authorized to sign the agreement for Contract 2-0801 for the Annual Asphalt Contract for a total tendered price of \$5,148,076.12 with actual payment to be made in accordance with the terms of the contract;

AND THAT the \$1,919,941.00 approved by the Province and allocated to bridge and road works to the City be dedicated to this Annual Asphalt program."

## BACKGROUND

The contract work entails the rehabilitation of existing roads, hot mix asphalt paving and associated improvements including curb and gutters and sidewalks at various locations within the city as part of our ongoing infrastructure sustainability initiatives. The improvements will not include work to underground sewers.

In addition, the contract also includes placement of hot mix surface asphalt paving on new subdivision streets in various locations within the City.

The project was tendered in April 2007 as Contract 2-0801.

## REPORT

Tenders for the above mentioned project were received Tuesday, May 6, 2008 as follows (prices include 5% GST):

- |  |                |
|--|----------------|
| 1) Permanent Paving Ltd., Woodstock .....        | \$5,148,076.12 |
| 2) Capital paving Inc., Guelph .....             | \$5,283,249.97 |
| 3) Lafarge Paving and Construction Limited ..... | \$5,363,193.83 |
| 4) Steed and Evans Ltd., Kitchener .....         | \$5,616,183.67 |
| 5) Cox Construction Limited, Guelph .....        | \$5,907,244.79 |

The tenders were checked for legal and arithmetic accuracy and no errors were found. The totals listed above are the correct numbers.



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Permanent Paving Ltd. has successfully worked on previous Annual Asphalt Contracts for the City. We therefore recommend that the contract be awarded to this firm.

### **CORPORATE STRATEGIC PLAN**

This project supports:

- The City's Strategic Goal #1: "An attractive, well-functioning and sustainable city."

### **FINANCIAL IMPLICATIONS**

Funding for this project will be from approved Capital and Operating Budgets and developer's contributions as set out in the attached Budget and Financial Schedule.

Forming a portion of this funding is the anticipated \$1,919,941.00 that the Province has allocated to the City for bridge and road deficit monies. Staff are requesting Council's authorization to allow the use of these funds for the Annual Asphalt program, which is in accordance with the Province funding guidelines.

### **DEPARTMENTAL CONSULTATION**

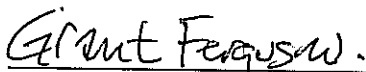
Staff from the Finance Department have been consulted in preparation of this report.

### **COMMUNICATIONS**

A notice of construction will be forwarded to the residents and businesses in the project areas prior to construction and will also be published in the City Page of the Guelph Tribune and on [guelph.ca](http://guelph.ca).

### **ATTACHMENTS**

- Budget and Financial Schedule



**Prepared By:**

Grant Ferguson, C.E.T.  
Technical Services Supervisor  
(519) 837-5604, ext. 2251  
[grant.ferguson@guelph.ca](mailto:grant.ferguson@guelph.ca)

  
**Recommended By:**

Richard Henry, P.Eng.,  
City Engineer  
(519) 837-5604, ext. 2248  
[richard.henry@guelph.ca](mailto:richard.henry@guelph.ca)

  
**Recommended By:**

James N. Riddell  
Director of Community Design  
and Development Services  
(519) 837-5616, ext. 2361  
[jim.riddell@guelph.ca](mailto:jim.riddell@guelph.ca)

Budget and Financing Schedule

JDE Project number: 720-2113, RD0112 and Various Capital Projects  
 Project name: 2008 Annual Asphalt Contract 2-0801  
 Prepared by: Michael Humble  
 Date: 21 May 2008

	Total Cost	External Financing				Internal Financing		
		Federal & Provincial Programs & Grants	Dev't Charges	Developer/ Other	Current Revenues	Reserves	Debt	
<b>A. Budget Approval</b>								
720-2113.6101 Asphalt Resurfacing - 2008 Budget	1,070,800	0	0	0	1,070,800	0	0	0
RD0112 Pavement Deficit	5,296,399	3,964,000	0	0	82,399	0	1,250,000	0
Other Capital Projects (WM0015, RD0063,0067,0075,0079,0084)	11,849,206	0	6,074,650	1,592,206	1,015,550	152,800	3,014,000	0
2008 Municipal Road & Bridge Infrastructure Investment	1,198,771	1,198,771	0	0	0	0	0	0
<b>Budget Approval</b>	<b>19,415,176</b>	<b>5,162,771</b>	<b>6,074,650</b>	<b>1,592,206</b>	<b>2,168,749</b>	<b>152,800</b>	<b>4,264,000</b>	
<b>B. Budget Requirement</b>								
Tender Price - Contract 2-0701	5,148,076							
less: Developer Share	1,081,637							
less: GST Rebate	193,640							
<b>City Share</b>	<b>3,872,799</b>							
plus: Expenditures to Date - 720-2113	34,191	1,029,832	1,211,727	317,602	432,606	30,479	850,552	
plus: Expenditures to Date - RD0112	4,666,397	9,092	10,698	2,804	3,819	269	7,509	
plus: Expenditures to Date - Other Capital Projects	8,182,214	1,240,861	1,460,029	382,683	521,254	36,725	1,024,843	
plus: Committed Work on Existing POs - 720-2113	75,313	2,175,767	2,560,064	671,010	913,984	64,395	1,796,994	
plus: Committed Work on Existing POs - RD0112	0	20,027	23,564	6,176	8,413	593	16,540	
plus: Committed Work on Other Capital Projects	1,083,297	288,064	338,943	88,839	121,008	8,526	237,916	
plus: Future Work RD0112 - Engineering Costs	100,000	26,591	31,288	8,201	11,170	787	21,962	
plus: Future Work RD0112 - Geotech	10,000	2,659	3,129	820	1,117	79	2,196	
<b>TOTAL BUDGET REQUIREMENT</b>	<b>18,024,210</b>	<b>4,792,893</b>	<b>5,639,442</b>	<b>1,478,135</b>	<b>2,013,373</b>	<b>141,853</b>	<b>3,958,513</b>	
<b>C. Surplus / (Deficit)</b>								
Future Work on Other Capital Projects (WM0015, RD0063,0067,0075,0079,0084)	1,390,966	369,878	435,208	114,071	155,376	10,947	305,487	
<b>D. Revised project budget</b>	<b>18,024,210</b>	<b>4,792,893</b>	<b>5,639,442</b>	<b>1,478,135</b>	<b>2,013,373</b>	<b>141,853</b>	<b>3,958,513</b>	

Note: Total Municipal Road & Bridge Infrastructure Investment announced for City of Guelph was \$1,919,941. Total applied to this tender is \$1,198,771. Balance of \$721,170 will remain in the Reserve.

**TO** **Guelph City Council**

**SERVICE AREA** Emergency Services  
**DATE** May 26, 2008

**SUBJECT** **South End Emergency Services Facility**  
**REPORT NUMBER**

---

## **RECOMMENDATION**

THAT the attached conceptual design for the South End Emergency Services Facility be received for information;

AND THAT staff be authorized to proceed to prepare and issue tender documents for the construction of the proposed facility;

AND THAT subject to the contract amount being less than 9.3 million dollars, the Mayor and Clerk be authorized to execute all agreements and documents necessary to award and proceed with the construction of the proposed Emergency Services Facility."

## **BACKGROUND**

At a meeting of Guelph City Council on September 17, 2007 the South End Emergency Services Facility was approved and the following resolution was passed:

"AND THAT staff ensures that the design firm creates the opportunity for community involvement and public consultation;

AND THAT the design is coordinated to ensure that the overall facility has an architectural fit within the surrounding area and upon completion, the design be brought back to Council."

The City of Guelph held a public Open House on April 30, 2008 at the Salvation Army Citadel to receive input from residents' and community stakeholders' on the conceptual design for the new South End Emergency Services Station (SEESS) to be built on Clair Road West east of Poppy Road. The survey was presented to the community both at the open house and also posted on the City's website.

The open house was advertised in the Guelph Tribune and on the City's website. Assistance was received from the Community Development Staff lead person for the South End District.

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## **REPORT**

The Project, the first development of its kind in the Guelph area, will house shared facilities for Police, Fire and EMS service personnel.

The South End Emergency Service Station (SEESS) is a 36,000 square foot building that will encompass shared facilities and will provide emergency services to the south end of the city.

The community will also have the opportunity to utilize a portion of the barrier-free facility for community space, including:

- Collision Reporting Centre
- Community Room with attached kitchen
- a Safe Haven vestibule that has access to emergency dispatch for persons in distress
- Community Living Wall in the main reception area
- Emergency Services Memorial Parkette will be developed adjacent to Clair Road and will be accessible from the visitor parking area

The site plan, conceptual design and interior layout are attached to this report as Appendix #1.

### **Leed Initiative**

Through the design and construction of the new South End Emergency Station the City hopes to achieve or surpass the Canada Green Building Council's Leadership in Energy and Environmental Design (LEED) Silver certification.

A list of the initiatives to pursue for LEED Silver is attached to this report in Appendix 2.

### **Community Feedback**

Staff has consulted with the community and has received 8 comments on the design layout and features of the facility. All feedback to date has been positive with the conceptual design being seen as an excellent fit to the area. Attached is a summary of the 5 surveys received at the night of the community meeting and the 3 received on line. No poor or fair comments were received, landscaping and LEED initiatives were overwhelmingly received as excellent with the Community Living Wall seen as a positive step to community involvement in taking ownership and pride in this facility.

### **CORPORATE STRATEGIC PLAN**

This project meets the objectives of the City's Strategic Plan,

Goal #1 "An attractive well functioning and sustainable City"

Goal #2 "A healthy and safe community where life can be lived to the fullest"

Goal #4 "A vibrant and valued arts culture and heritage identity" (Living wall)

Goal #6 "A leader in conservation and resource protection/enhancement"

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## FINANCIAL IMPLICATIONS

Project Estimates – \$11.9 Million Total – Construction estimates are \$9.3 Million based on a 36,000 square ft/10,973 sq metre facility.

Capital Budget – Emergency Services and Police have been approved in the 2008-2011 Capital Budget Forecast

Currently world prices for construction materials and supplies are very volatile and estimated costs for construction may escalate above staff's estimation in 10 months as we proceed to tender.

Staff will need to get into detailed design and costing of the design to ensure costs remain within budgeted funds. Should they exceed the estimated amount staff will return to Council with any increase over estimates.

## DEPARTMENTAL CONSULTATION

- Community Services – Community Development – To assist with Neighbourhood Consultation and open house.
- Corporate Properties
- Finance
- Police Services
- Royal City Ambulance
- Community Design and Development Services

## COMMUNICATIONS


The tender will be issued by Finance and communicated to perspective bidders consistent with the corporate purchasing policy.

## ATTACHMENTS

**Appendix 1** – South End Emergency Services Facility – Site Design, Conceptual Building Elevations.

**Appendix 2** – Lists of Initiatives to achieve Leeds Silver designation.

**Appendix 3** – Consolidated Response received from the community.



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**Prepared By:**

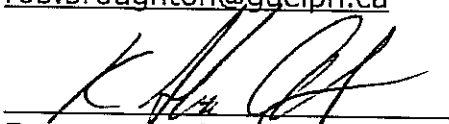
Rob Broughton,  
Corporate Properties,  
[rob.broughton@guelph.ca](mailto:rob.broughton@guelph.ca)



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**Prepared by:**

Lyle Quan,  
Emergency Services,  
[lyle.quan@guelph.ca](mailto:lyle.quan@guelph.ca)

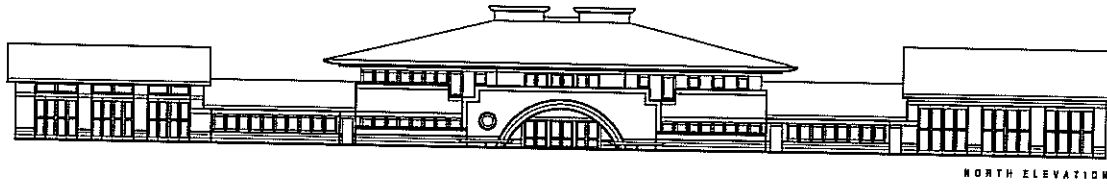


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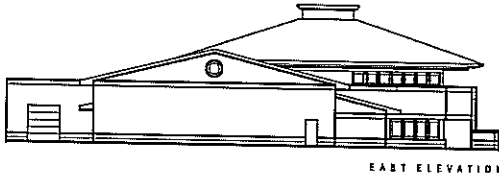
**Recommended By:**

Shawn Armstrong  
Emergency Services,  
[shawn.armstrong@guelph.ca](mailto:shawn.armstrong@guelph.ca)

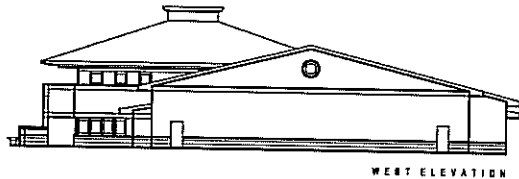
South End Emergency Services Station - Elevations



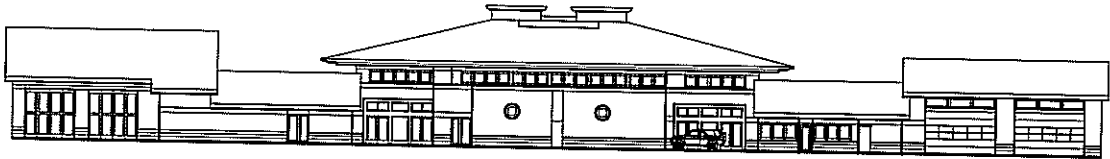
NORTH ELEVATION



EAST ELEVATION

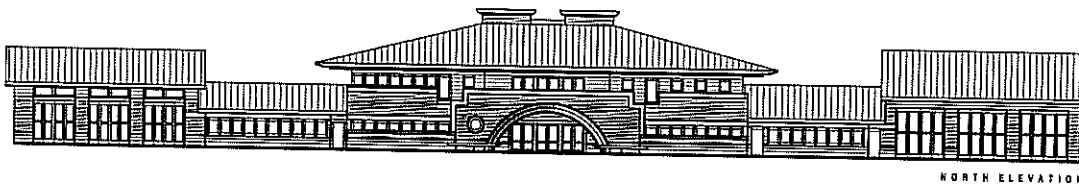


WEST ELEVATION

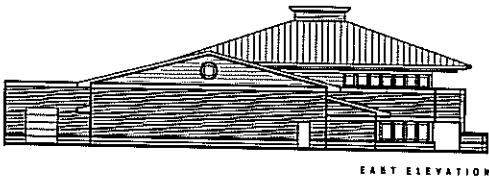


SOUTH ELEVATION

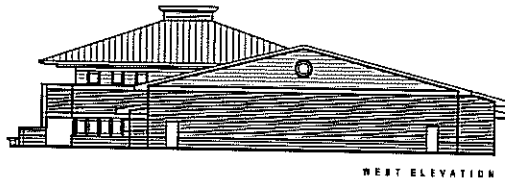
NEW SOUTH END EMERGENCY SERVICES STATION  
THE CITY OF GUELPH



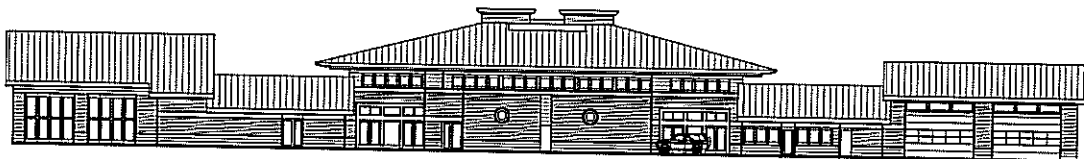
NORTH ELEVATION



EAST ELEVATION



WEST ELEVATION

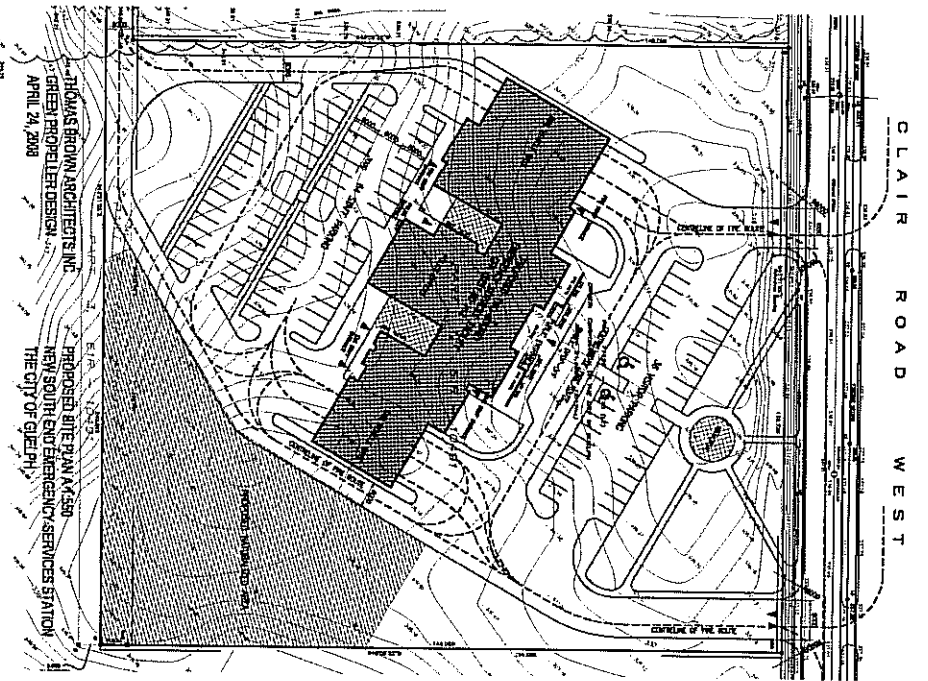
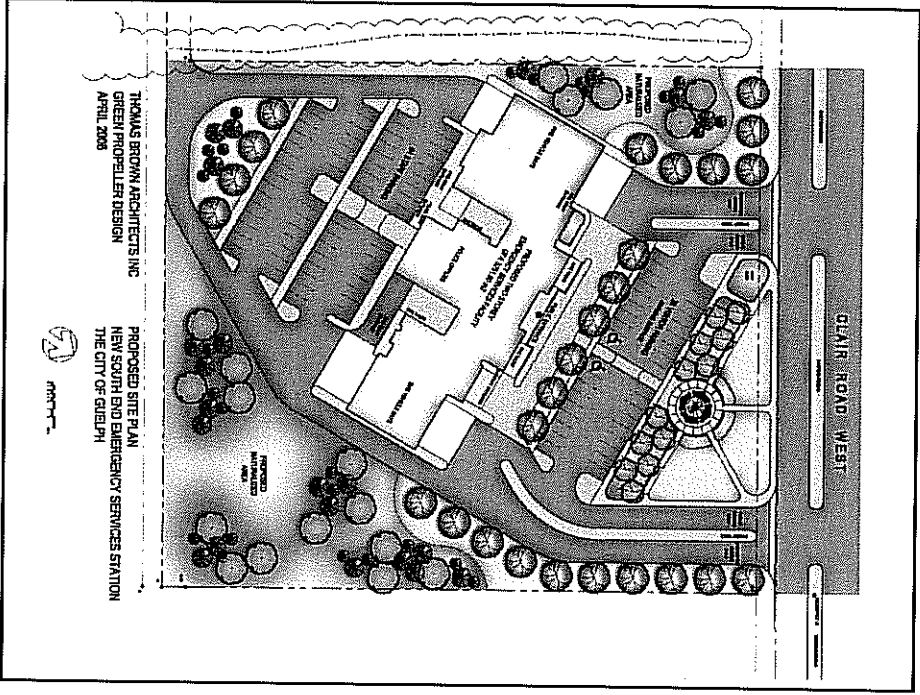


SOUTH ELEVATION

NEW SOUTH END EMERGENCY SERVICES STATION  
THE CITY OF GUELPH



South End Emergency Services Station - Site Plans



## **Appendix - 2**

### **LEED initiatives**

Through the design and construction of the new South End Emergency Station the City hopes to achieve the Canada Green Building Council's Leadership in Energy and Environmental Design (LEED) Silver certification.

The following is a list of the initiatives to pursue for LEED Silver:

- achieving approximately 50% energy reduction (i.e. automatic lighting controls and occupancy sensors)
- 30% water use reduction (i.e. low flow fixtures, no site irrigation)
- 5% on-site energy generation (i.e. wind or solar power)
- construction materials and assemblies from local sources (up to 800 km radius)
- high recycled content and/or utilizing rapidly renewable resources (i.e. wheat board)
- more than 75% construction waste diverted from landfill
- 15% of all wood content from sustainable forests
- high user control over interior environment (i.e. ample thermostats, operable windows)
- 75% of interior spaces having daylight and views of the exterior
- low VOC interior finishes
- shower facilities and bike storage to encourage less dependence on auto transport
- no ozone-depleting chemicals in HVAC systems
- exterior luminaries which reduce light pollution
- on-site recyclables collection, rainwater harvesting for flushing of toilets, truck fill and truck washing
- implementation of a green housekeeping plan (i.e. solvent free cleaners)



**CONSOLIDATED COMMENTS**  
**PUBLIC OPEN HOUSE**  
**HELD April 30, 2008**  
**CITY OF GUELPH**  
**SOUTH END EMERGENCY SERVICES STATION**

Building Façade and Elevations	Excellent	Good	Fair	Poor	Total Comments Received
	5	3	0	0	8

Comments from those who thought the design was EXCELLENT

Facility looks very good.

Comments from those who thought the design was GOOD

Comments from those who thought the design was FAIR

Building LEED Green Initiatives	Excellent	Good	Fair	Poor	Total Comments Received
	5	3	0	0	8

How important is the incorporation of green building initiatives?	Very Important	Somewhat Important	Not Important	Total Comments Received
	7	1	0	8

Comments from those who thought the design was EXCELLENT

Excited to see all the LEED initiatives, hope to see it constructed as designed.

Comments from those who thought the design was GOOD

Comments from those who thought the design was FAIR

Comments from those who did not rate the design

Building Access	Excellent	Good	Fair	Poor	Total Comments Received
	5	3	0	0	8

Comments from those who thought the design was EXCELLENT

Comments from those who thought the design was GOOD

Comments from those who thought the design was FAIR

Comments from those who did not rate the design

Landscaping	Excellent	Good	Fair	Poor	Total Comments Received
	8	0	0	0	8

Comments from those who thought the design was EXCELLENT

May need trees planted in boulevard between Clair Rd. and Moffat to serve as sound barrier.

**General Comments**

Thank you for having the meeting, I appreciate keeping the community informed.  
 This station is long overdue in the South End especially for Royal City Ambulance.  
 The idea for the living wall is fantastic.  
 The living wall concept is a very good idea, it is a great way to engage the community.  
 Let's break ground soon.  
 The current proposal seems to address the needs of the community and the city for many years in the future.  
 Community room very important!

## Appendix 3

### SEESS Survey Feedback Report

Total number of completed surveys: three

Dates survey was open to residents: April 25 to May 7, 2008

#### Summary

Residents responded very favourably to the conceptual design elements, ranking each of the four issues, good or excellent.

The integration of green initiatives is very important to all respondents.

Essay responses reflect support for green initiatives, appealing design elements and support of the integration of services in one building.

#### 1. How well has the conceptual design proposal addressed the following issues?

##### Building Facade and Elevations

Excellent 66.67%

Good 33.33%

##### Building LEED Green Initiatives

Excellent 66.67%

Good 33.33%

##### Building Access

Good 100.00%

##### Landscaping

Excellent 100.00%

#### 2. How important is the integration of green initiatives into this facility?

Very Important 100.00%

#### 3. Please provide any comments or suggestions for the SEESS here.

##### Essay Responses:

I am so very pleased to see such a "green" building in Guelph. PLEASE keep this up, I would support any green building even if tax's where to change due to something like this. Guelph needs to be green again. Christopher Zimmermann

Curious about the fire symbol in the 'garden' area out front - is it not for all 3 emergency services? Are the fire and ambulance bays open on both ends to pull through? Otherwise, very nice - can't wait to see plans for the interiors.

I didn't see access for police cars into a secure building area when delivering or removing persons in custody. Integrated Emergency Services Building is a great idea and the design is appealing. As a new resident to Guelph (moving to the Clarefields in August) I am pleased to see a presence in the south. The inclusion of a "Community Room" is excellent. Well Done! Barry King

TO **Council**

SERVICE AREA Environmental Services  
DATE May 26, 2008

**SUBJECT Access Agreement - Southwest Quadrant Class EA  
Water Supply Project**

REPORT NUMBER

---

## **RECOMMENDATION**

"THAT the Director of Environmental Services, on behalf of the City, be permitted to enter into an Access Agreement with a private property owner for the purposes of discharging water from a Guelph Waterworks pumping test to the storm sewer catch basin on private property, subject to the satisfaction of the City Solicitor;

AND THAT the Director of Environmental Services be permitted to enter into future access agreements for water supply projects, subject to the satisfaction of the City Solicitor."

## **BACKGROUND**

Waterworks has initiated the Southwest Quadrant Class Environmental Assessment Project which is intended to develop additional sources of water supply in the southwest quadrant of the City. Part of the project is the installation of test production wells and the long-term pumping of the test wells to assess potential environmental impacts. A Public Information Centre was held on April 15, 2008 to introduce the project to the community.

## **REPORT**

Waterworks will be conducting a long-term pumping test (30 to 45 days) in a newly constructed test production well (the Ironwood Well) in University Village Park. Until the well is approved for production, the water from the pumping test must be pumped into the storm sewer. The closest storm sewer with sufficient capacity to accept the water is located on Stone Road (see attached map). Staff are proposing to access a storm sewer catch basin on private property (Petro Canada property, 324 Stone Road West) instead of discharging the water into a manhole on Stone Road, which would require closure of part of Stone Road for the duration of the test. To access the private property for the purposes of discharging the water to the catch basin, the property owner has requested that the City enter into an access agreement.

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Waterworks is requesting permission from Council to sign an access agreement, which would be prepared in consultation with Legal Services and the property owner. The access agreement would relieve the property owner of liability associated with the City's access to their property for the purposes of the testing program, except where caused by their negligence.

Furthermore, the City may need to enter into additional access agreement as staff develop additional water supplies across the City. Therefore, staff are requesting that the Director of Environmental Services be authorized to enter into future access agreements for water supply projects, subject to the satisfaction of the City Solicitor.

### **CORPORATE STRATEGIC PLAN**

1. An attractive, well-functioning and sustainable city.
5. A community-focused, responsive and accountable government.
6. A leader in conservation and resource protection/enhancement.
- 6.1 Coordinated management of parks, the natural environment and the watershed.
- 6.3 A safe and reliable local water supply.

### **FINANCIAL IMPLICATIONS**

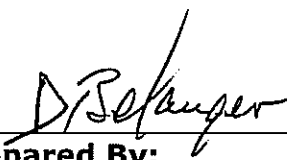
None

### **DEPARTMENTAL CONSULTATION**

None

### **COMMUNICATIONS**

Public Information Centre was held on April 15, 2008 to introduce the project to the public.



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**Prepared By:**

Dave Belanger  
Water Supply Program Manager  
519-822-1260, ext. 2186  
dave.belanger@guelph.ca



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**Recommended By:**

Janet L. Laird, Ph.D.  
Director, Environmental Services  
519-822-1260, ext. 2237  
janet.laird@guelph.ca

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**TO** Guelph City Council

**SERVICE AREA** City Council  
**DATE** May 26, 2008

**SUBJECT** Re-Election of Councillor Burcher to the FCM Board of Directors

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## **RECOMMENDATION**

THAT Guelph City Council approves Councillor Lise Burcher seeking re-election to the FCM Board of Directors at the 2008 Annual General Meeting in Quebec City.

## **BACKGROUND & REPORT**

As Council is aware, Guelph City Councillor Lise Burcher has served as a Director on the Federation of Canadian Municipalities Board for the past year, having been elected at the FCM Annual General Meeting in June of 2007 in Calgary, Alberta. Prior to that, Councillor Burcher served as Standing Committee Member from June 2006 to June 2007.

She serves on the following three Standing Committees;

- Environmental Issues and Sustainable Development
- International Relations
- Standing Committee for Increasing Municipal Government

In addition, Councillor Burcher was elected to serve as a juror for the FCM-Ch2M Hill Sustainable Community Awards, which will be awarded to the selected communities at the upcoming AGM in Quebec City at the end of May, 2008.

Councillor Burcher's work on the International Relations Committee has been very beneficial in supporting our current work with the communities of Xai Xai and Moatise in Mozambique over the past two years and will continue to be of value in supporting the City of Guelph's ongoing track record of excellence in our contributions to international community initiatives.

Serving as a Board member requires attendance at three Board meetings per year of approximately three days each with the March and September meetings being held at various locations throughout the country and the November meeting being held each year in Ottawa. The Ottawa meeting coincides with a very extensive and significant advocacy effort by FCM with its Board members and senior staff participating in "Advocacy Days", with meetings scheduled with many Federal Members of Parliament to advocate on behalf of the organizations mandate in promoting the "cities agenda" and international goals.

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Participation as an FCM Board member has been very beneficial to the governance and leadership of the City of Guelph providing many opportunities to bring back to the community knowledge of innovative initiatives in both practice and governance, and an understanding of issues of relevance to our community and others, and an opportunity to address these at a national level with representation of approximately 90% of communities throughout the country.

Councillor Burcher is seeking Council support to endorse her bid for re-election to the FCM Board at the AGM in late May in Quebec City.

### **CORPORATE STRATEGIC PLAN**

Goal #5 A community focused responsive and accountable government.

### **FINANCIAL IMPLICATIONS**

Approximately \$3,500.00 in costs was incurred during the past year as an FCM Board member and the estimated costs for the coming year would be similar. These costs would currently be allocated in the 2008 operating budget within the Travel/Training/Association for Council members.

### **DEPARTMENTAL CONSULTATION**

Staff from the Finance Department have been consulted in preparation of this report.

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### **Prepared By:**

Councillor Burcher via email



# City of Kingston

216 Ontario Street  
Kingston, Ontario  
Canada K7L 2Z3

www.cityofkingston.ca

where history and innovation thrive

2008-04-02

TO:

Honourable Peter Milliken, MP, Honourable John Gerretsen, MPP, Prime Minister of Canada,  
Federal Ministers of Environment and Transportation, Premiers of all Provinces and Territories,  
FCM, AMO and all municipalities with a population over 50,000

RECEIVED  
APR 2 2008  
CITY CLERK'S OFFICE

**RE: ZENN AUTOMOBILES ON ONTARIO ROADS**

I would confirm that Kingston City Council at its regular meeting held on April 1, 2008, approved the following Motion (2):

(2) Moved by Deputy Mayor Matheson

Seconded by Councillor Garrison

**WHEREAS** cars are one of the largest contributors to Greenhouse Gases; and,

**WHEREAS** the Federal Government has finally given their approval for the sale of the Canadian-made Zenn (Zero Emissions No Noise) Automobiles; and,

**WHEREAS** provincial approval is still needed to allow both the use and sale of Zenn Automobiles and other electric automobiles on Ontario roads; and,

**WHEREAS** Mopeds and other forms of low speed vehicles are already currently allowed on Ontario roads; and,

**WHEREAS** Canada, and every province and municipality within our federation, must do our part to reduce our Greenhouse Gas emissions, and strive to not just meet but exceed the Kyoto Protocol targets;

**THEREFORE BE IT RESOLVED THAT** Kingston City Council request that the Province of Ontario give approval for the Zenn car and other electric automobiles to be used on Ontario roads;

- and further -

**THAT** every province and territory in Canada be requested to give approval for the Zenn car and other electric automobiles to be sold and used across Canada as soon as possible;

- and further -

**THAT** a copy of this resolution be sent for consideration and endorsement to Peter Milliken, MP, John Gerretsen, MPP, the Prime Minister of Canada, the federal ministers responsible for the Environment and Transportation, the Premiers of all provinces and territories, the Ministers responsible for Transportation and the Environment of each province and territory, all municipalities on our regular circulation list, the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO).

**CARRIED AS AMENDED**

Yours truly,

Carolyn Downs  
City Clerk

/ki  
File No.

**Clerk's Department**  
Corporate Services

Phone: (613) 546-4291 ext. 1247 Fax: (613) 546-5232 cdowns@cityofkingston.ca

# INFORMATION REPORT



TO **Guelph City Council**

SERVICE AREA Economic Development and Tourism  
DATE May 14, 2008

**SUBJECT Physician Recruitment Committee Update**  
REPORT NUMBER

---

## SUMMARY

### Interest Free Loan Program Status at March 31, 2008

	Program Funding Limit	Available Balance	Loans Issued	Current Loans	Current Funding Capacity
City of Guelph	\$ 105,000	\$ 99,000	7	2	7
Guelph Chamber of Commerce	\$ 75,000	\$ 54,000	10	4	4
			<b>Total Funding Capacity =</b>		<b>11</b>

There is current funding capacity from the City and the Chamber to continue the Physician Recruitment interest free loan program for the foreseeable future.

### Guelph – Wellington Under-serviced Status

- In 2000 the Province identified the need for an additional 12 General Practitioners (GPs).
- In 2004 the Province identified the Guelph/Wellington area was under-serviced by 10 GPs.
- As of April 2, 2008 the Ministry of Health and Long Term Care confirmed the Guelph Wellington area is underserviced by 7 GPs.
- It is estimated that the program currently has in excess of 700 family applications for new GPs. It is difficult to determine the actual amount of applications as they are sealed and confidential. There may be duplication. The Committee does not review them prior to distributing them to GPs. A high percentage of the applications are returned to the Committee by the GPs.
- The committee foresees the need for additional GPs due to population growth and the impending retirement of current GPs.



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## **BACKGROUND**

The Committee was formed in mid 1999 to find a solution for the shortage of General Practitioners (GPs) in Guelph, Guelph-Eramosa and Puslinch areas. In June 2000, the area was designated as "Under-serviced" by the Ontario Ministry of Health for 12 GPs. The under-serviced designation provides certain provincial benefits to GPs who locate in an area designated as under-serviced. These benefits include reimbursement of travel and accommodation costs to visit an under-serviced community, a \$15,000 interest free relocation loan payable over four years, the ability for local recruitment committees to participate in medical school job fairs and, physician tuition rebates of up to \$40,000.

In April 2001, the Guelph Chamber of Commerce initiated a \$15,000 interest free loan program to front the \$15,000 grant that the GPs would subsequently receive from the province. The loans are repayable over four years - \$6,000 on the first anniversary and \$3,000 on the second, third and fourth anniversaries. There is no restriction on what the loans are used for. The initial amount of the Chamber funding was \$50,000 which was subsequently matched by the City of Guelph. The funding concept was used so that loan repayments could be "recycled" to fund additional loans. The County joined the program in 2003 with a commitment of \$15,000 payments in 2003 and 2004. Subsequently, the Chamber increased its commitment to \$75,000 and the City increased its commitment to \$105,000. A summary of the status of the funding program has been provided in this report. At the time of writing of this report the status of the County's program was not confirmed. Staff will report on this component of the program at a later date.

## **REPORT**

It should be noted that a significant number of retiring GPs are operating solo practices. The committee has noted that new physicians coming to our community do not appear to be interested in solo practices; they are looking for group practices in order to share overheads, administration and workloads with other GPs. All community group practices are currently operating at capacity, and office capacity is limited for new practitioners.

The Committee also anticipates that a significant number of GPs are looking to retire in the near future. Many are working 60 to 80 hour weeks. GPs are also unhappy with the current fee-for-service billing model and are looking at salaried positions in hospitals or social agencies. Many are looking to form Family Health Teams that are remunerated on a flat fee per patient basis. It should also be noted that more than half of graduating GPs are female and most do not wish to have full time practices. For these reasons, the Committee is recommending that physician recruitment and retention will be an on-going necessity.

The Committee has been very successful in recruiting GPs to our community. While it currently appears that our community is better serviced than most, it should be pointed out that additional doctors will be required due to pending retirements and the projected growth in the City of Guelph.

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In addition to the interest free loan program, in 2006 Guelph City Council approved an annual expenditure of \$25,000 for the purpose of hiring a professional recruitment coordinator. The hiring of this individual is also receiving "in-kind" support from the Chamber of Commerce and Guelph General Hospital.

The writer of this report is pleased to confirm that Mr. Michael Churm of Churm Dundas Consulting Services has been retained by the Committee to perform the following recruitment program functions.

- Creating, maintaining and managing a database of the current physician complement and practice opportunities;
- Touring prospective health care professionals and their families within the community showcasing relevant medical, educational, religious and social venues;
- Assisting the Committee with the development and implementation of recruitment and retention strategies;
- Assisting in fundraising efforts to help in the recruitment process;
- Providing input and assist in the production of various public relation/marketing materials; and
- Participating in special recruiting events or initiatives.

The recruitment coordinator will report to the Committee. An annual review will be conducted to evaluate the success of the recruiter's activities and to evaluate the renewal of the contract. It is anticipated this function will greatly improve the Committee's ability to attract and retain GPs as well as to effectively process applications from the public for GPs.

## **CORPORATE STRATEGIC PLAN**

**Goal 2** – A Health and Safe Community Where Life Can Be Lived to the Fullest.

### **FINANCIAL IMPLICATIONS**

#### **1) Interest Free Loan Program**

Interest free loans to a maximum of \$15,000 per new physician are provided by the City of Guelph as an incentive to attract new physicians. The loans are secured by way of an agreement and are repayable over a four year period. The repayment schedule is \$6,000 on the first anniversary, \$3,000 on the second, third and fourth anniversaries.

#### **2) Physician Recruiter**

The City of Guelph has approved the expenditure of \$25,000 to retain a physician recruiter. Funds are provided through Economic Development and Tourism Service's annual operating budget.

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## **DEPARTMENTAL CONSULTATION/CONCURRENCE**

N/A as the program is administered through Economic Development and Tourism Services.

## **COMMUNICATIONS**

N/A

## **ATTACHMENTS**



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### **Prepared and Recommended By:**

Peter Cartwright, General Manager  
Economic Development and Tourism Services  
519 822 1260 ext 2820  
[peter.cartwright@guelph.ca](mailto:peter.cartwright@guelph.ca)

Please recycle!

- **BYLAWS** -

- **May 26, 2008** -

<p>By-law Number (2008)-18551 Municipal Code Amendment #461 A by-law to amend By-law Number (2007) – 18308, being a by-law to regulate the use of pesticides within the City of Guelph and to adopt Municipal Code Amendment #461.</p>	<p>Amendments to the Pesticide by-law as approved by Council.</p>
<p>By-law Number (2008)-18552 Municipal Code Amendment #462 A By-law regarding the maintenance of land in a clean, clear and safe condition, and adopting Municipal Code Amendment # 462 which amends Chapter #220 of the Corporation of the City of Guelph's Municipal Code. (yard maintenance)</p>	<p>A by-law regarding the maintenance of land in a clean, clear and safe condition. (yard maintenance)</p>
<p>By-law Number (2008)-18553 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 the property municipally known as 240 &amp; 250-258 Silvercreek Parkway North and legally described as Lots 32, 33, 34 and Part Lot 31, Registered Plan 599, City of Guelph (ZC0717).</p>	<p>Amendment to the Zoning By-law as approved by Council for the property known municipally as 240 &amp; 250-258 Silvercreek Parkway North.</p>
<p>By-law Number (2008)-18554 A by-law to amend By-law Number (1995)-14864, as amended, knownd as the Zoning By-law for the City of Guelph as it affects property known municipally as 104-110 Silvercreek Parkway North and legally described as Block D and E, Registered Plan 615, City of Guelph (ZC0718)</p>	<p>Amendment to the Zoning By-law as approved by Council for the property known municipally as 104-110 Silvercreek Parkway North.</p>

<p>By-law Number (2008)-18555  A by-law to amend By-law Number (1995)-18464, as amended, known as the Zoning By-law for the City of Guelph as it affects property known municipally as 219 Silvercreek Parkway North and 292 Speedvale Avenue West and legally described as Lots 210-213, Registered Plan 568, City of Guelph (ZC0719)</p>	<p>Amendment to the Zoning By-law as approved by Council for the property known municipally as 219 Silvercreek Parkway North and 292 Speedvale Avenue West.</p>
<p>By-law Number (2008)-18556  A by-law to authorize the execution of an Agreement of Purchase and Sale – Land Exchange. (property described as Part of Lot 1, Concession 3, Division "C" (formerly Guelph Township), designated as Parts 1 and 3, Reference Plan 61R10577) (500 York Road)</p>	<p>Execution of a Purchase and Sale – Land Exchange with respect to 500 York Road.</p>
<p>By-law Number (2008)-18557  A by-law to authorize the execution of an Agreement of Purchase and Sale. (property described as Part of Block D, Plan 637) (Mountford Drive School site)</p>	<p>To execute an Agreement of Purchase and Sale with respect to Mountford Drive school site.</p>
<p>By-law Number (2008)-18558  A by-law to authorize the execution of an Agreement of Purchase and Sale – Land Exchange. (Part of Block B and Part of Lots 51, 57 and 60, Plan 618; Part Lot 60, Plan 618; and Part of Blocks A, B, D and K and Part Lots 51, 57 and 60, Plan 618) (Massey Road – City/Guelph Junction Railway/Linamar)</p>	<p>To execute an Agreement of Purchase and Sale – Land Exchange.</p>
<p>By-law Number (2008)-18559  A by-law to authorize the execution of a Lease Amending Agreement between the Corporation of the City of Guelph and Gibson Trading Ltd. (West end Community Centre)</p>	<p>To execute a lease amending agreement with respect to food concession at the West End Community Centre.</p>
<p>By-law Number (2008)-18560  A By-law to authorize the execution of a License Agreement between The Corporation of the City of Guelph and</p>	<p>To execute a Licence Agreement with the Upper Grand District School Board for the Community room at 525 Grange Road.</p>

<p>the Upper Grand District School Board. (Community Room License Agreement -525 Grange Road)</p>	
<p>By-law Number (2008)-18561 A by-law to authorize the execution of an Agreement between Drexler Construction Limited and The Corporation of the City of Guelph. (Contract No. 2-0802 – annual sidewalk construction – various locations)</p>	<p>To execute Contract No. 2-08-2 for the annual sidewalk construction at various locations.</p>
<p>By-law Number (2008)-18562 A by-law to authorize the execution of an Agreement between Lancing Construction a division of 651272 Ontario Incorporated and The Corporation of the City of Guelph. (roof improvements at Victoria Road Community Centre)</p>	<p>To execute an agreement for roof improvements at Victoria Road Community Centre.</p>
<p>By-law Number (2008)-18564 Municipal Code Amendment #463 A by-law to amend By-law Number (2002)-17017 (17017 (to amend Prohibited Turns in Schedule II, Through Highways in Schedule V, Yield Signs in Schedule VIII, All-way Stops in Schedule IX, One-Way Streets in Schedule XI, No Parking Zones in Schedule XV, Restricted Parking in Schedule XVII, and 15 Minute Loading Zones in Schedule XVIII), and adopt Municipal Code Amendment #463, amending Schedules II, V, VIII, IX, XI, XV, XVII and XVIII of Chapter 301 of the Corporation of the City of Guelph's Municipal Code.</p>	<p>Amendments to the Traffic By-law.</p>
<p>By-law Number (2008) – 18565 Municipal Code Amendment #464 A By-law to amend By-law Number (1984)-11440, as amended, being a By- law respecting parking for disabled persons (to add properties to Disabled Parking Schedule), and to adopt</p>	<p>Amendments to the Traffic By-law.</p>

Municipal Code Amendment #464, amending Schedule B of Chapter 200 of The Corporation of the City of Guelph's Municipal Code.	
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## **REPORT**

The Guelph Jazz Festival is proposing to close an area on Upper Wyndham Street North (see Schedule A- Location Map) in order for a jazz tent to be erected. The Festival has applied to the City for street closure privileges on Saturday September 6 until Sunday September 7.

The Guelph Jazz Festival offers a celebration of musical innovation and excellence and this year will again present world class artists (the majority of whom are Canadian) in a variety of settings including the jazz tent. The tent, which is free to the general public, offers music, beverages, food and children's activities to many patrons throughout the day. In previous years, an estimated 6,000 people have attended the whole of the festival, contributing to the City in a number of ways. A significant number of out of town visitors come to the festival, contributing positively to the local economy.

Support for the Festival and the by-law exemption has been favorable from the Downtown Coordinating Committee through Economic Development and the Downtown Board of Management.

The exemption to the Noise Control By-law (2000)-16366 is for two additional hours from 11:00 p.m. to 1:00 a.m., generally for crowd noise and amplified music.

Since downtown Guelph is located in an "other" area as defined in Schedule B of Noise Control By-law (2000)-16366, as amended, the noise associated with amplified music or speech and crowd noise is prohibited from 11:00 p.m. to 7:00 a.m. Monday to Friday and from 11:00 p.m. to 9:00 a.m. on Saturday and Sundays.

If approved by this Committee, public notice of this noise exemption request will be advertised in the Guelph Tribune on May 16<sup>th</sup>, 2008 (see Schedule "B"). The Jazz Festival has also prepared a mailing to local residents in the vicinity of the jazz tent (see Schedule "C").

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

## **CORPORATE STRATEGIC PLAN**

A vibrant and valued arts, culture and heritage identity.

## **DEPARTMENTAL CONSULTATION**

Economic Development  
Development and Parks Planning



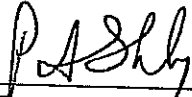
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## COMMUNICATIONS

Downtown Coordinating Committee  
Downtown Guelph Business Association

## ATTACHMENTS

Schedule "A"- Location Map  
Schedule "B"- Public Notice  
Schedule "C"- Mail out from Guelph Jazz Festival



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**Prepared By:**

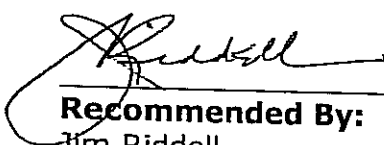
Pat Sheehy  
Senior By-law Administrator  
837-5616 ext. 2388  
patrick.sheehy@guelph.ca



---

**Recommended By:**

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



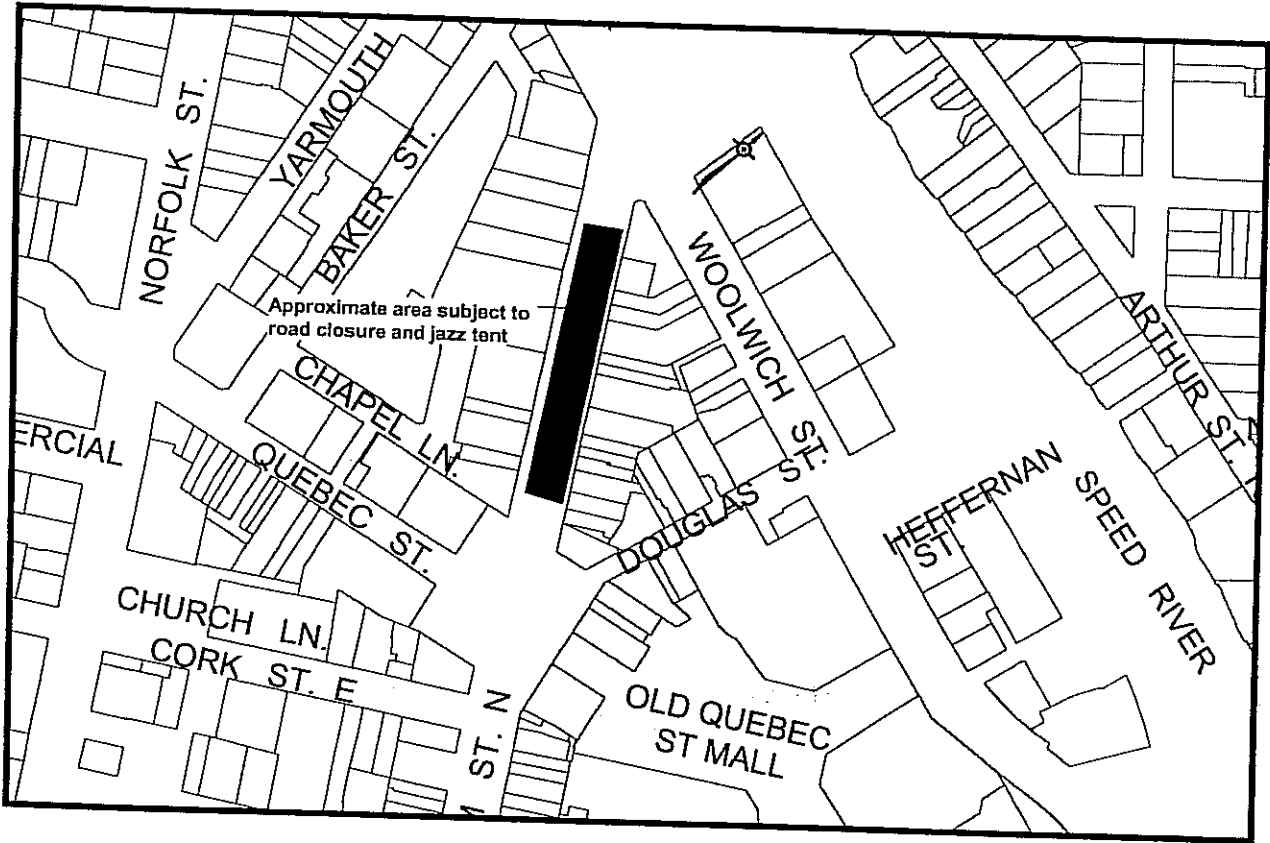
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**Recommended By:**

Jim Riddell  
Director, Community Design and Development Services  
837-5616 ext. 2361  
jim.riddell@guelph.ca

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Guelph Jazz Festival.doc

**SCHEDULE "A"  
LOCATION MAP**



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**SCHEDULE "B"  
PUBLIC NOTICE**

**PUBLIC NOTICE**

**Noise Control By-law Exemption**

Notice is hereby given that an application is being made to Guelph City Council for an exemption to the City of Guelph Noise Control By-law (2000)-16366, as amended which prohibits amplified sound and crowd noise between the hours of 11:00 p.m. to 9:00 a.m. The applicant, the Guelph Jazz Festival is requesting an exemption as follows:

**"an exemption from Schedule A of Noise Control By-law (2000)-16366, as amended, to permit noise from live amplified music in association with the Guelph Jazz Festival between the hours of 11:00 p.m. to 1:00 a.m. on Saturday September 6, 2008 and Sunday September 7, 2008."**

The Guelph Jazz Festival is celebrating the 15<sup>th</sup> anniversary of the festival. Traditionally, the Festival has operated a jazz tent in the downtown core on the Saturday of the Festival weekend. Initially set up on Carden Street between Wyndham and Wilson Streets, for the past two years the tent has been situated on Upper Wyndham Street North due to the construction on Carden Street.

This year, the Festival, in celebration of the 15<sup>th</sup> anniversary, has requested a Noise By-law Exemption to extend the hours of operation until 1:00 a.m. on Sunday September 7, 2008. The tent is located in an area defined as "other" in the Noise Control By-law. Amplified music is restricted from 11:00 p.m. until 9:00 a.m.

The application will be presented to Guelph City Council on May 26, 2008 in the Council Chambers, City Hall, 59 Carden Street, Guelph at 7:00 p.m. You are invited to attend this public meeting if you are interested in more details on the application or if you have any comments to offer which may aid City Council in making a decision on this matter.

If you wish to speak to Council on the application, you are encouraged to contact Lois Giles, City Clerk, City Hall, 837-5603, no later than May 19, 2008. If you are unable to attend the Council meeting and wish to comment, please feel free to send your comments to Lois Giles, City Clerk, in written form, no later than May 19, 2008.

Further information regarding this noise exemption request, including a copy of the Staff Report and recommendation, is available to you by visiting City Hall, 59 Carden Street or contacting Patrick Sheehy, Senior By-law Administrator or Bruce Poole, Chief Building Official, Community Design and Development Services at (519) 837-5615.

**SCHEDULE "C"**  
**MAILOUT FROM GUELPH JAZZ FESTIVAL**

**GUELPH JAZZ FESTIVAL**

RECIPIENT, LIEUTENANT GOVERNOR'S AWARD FOR THE ARTS 2001, 2000 & 1997

"...one of the country's most  
provocative jazz festivals..."

SUE FERGUSON, *Maclean's*

123 Woolwich Street

Second Floor

Guelph, Ontario

Canada N1H 3V1

Phone: 519-763-4952

Fax: 519-763-3155

Info@guelpjjazzfestival.com

www.guelphjazzfestival.com

"...outstanding..."

FRANK RUBOLINO, *Cadence*

**DRAFT**

August 5, 2008

Re: Guelph Jazz Festival Tent, Saturday September 6, 2008

Dear Wyndham Street North Resident,

This letter is to inform you that the Guelph Jazz Festival will once again be holding an event on Upper Wyndham Street North on Saturday September 6<sup>th</sup>, 2008 as part of this year's festival.

On the day of the event, we will be closing off Wyndham Street North from Douglas Street up to Woolwich Street. We will be erecting the Jazz Tent and fencing off an area between the two sets of traffic lights. The street will be closed down at approximately 6:00 am. The music commences at 11:30 am and concludes at 1:00 am, Sunday morning. We have received a Noise Control By-law Exemption from the City of Guelph allowing us to present amplified music until that time. The tent, fencing, tables and chairs will be cleared up by 10:00 am Sunday morning. There will be professional security personnel hired to monitor all the equipment overnight. Attached is the music schedule.

All of us here at the Festival are very excited about this year's Saturday event. We feel that it will be a great showcase for downtown Guelph. If you have any questions about the event please call Dave Sellers, Traffic Technician, Works Department, City of Guelph at 837-5628 extension 2043, or Julie Hastings, Operations Director, Guelph Jazz Festival at 763-4952.

Sincerely,

Julie Hastings  
Director of Operations



# COMMITTEE REPORT

**TO** Community Development and Environmental Services Committee

**SERVICE AREA** Community Design and Development Services, Building Services

**DATE** May 9, 2008

**SUBJECT** SIGN BY-LAW VARIANCE FOR STAYBRIDGE SUITES AT  
11 CORPORATE COURT

**REPORT NUMBER** 08-05

## RECOMMENDATION:

"THAT Report 08-05 regarding a sign variance for 11 Corporate Court from Community Design and Development Services, dated May 9, 2008, BE RECEIVED and;

THAT, the request for a variance from the Sign By-law for 11 Corporate Court to permit one building sign to be situated on the fifth storey of the building face in lieu of the by-law requirement of the first storey of a building face only, BE APPROVED."

## BACKGROUND:

Staybridge Suites, located at 11 Corporate Court has requested a variance from the Sign By-law to permit one new building sign to be located on the fifth floor roof level of the building face. The sign is facing west towards the Hanlon Expressway. The property is zoned SC (Service Commercial) 1-35. The variance is required because building signs are only permitted on the first storey of a building face as outlined in Sign By-law (1996)-15245, Table 1, Row 3.

## REPORT:

Staybridge Suites is located on Corporate Court in the Hanlon Business Park (see Schedule A-Location Map). The proposed new building sign is to be part of the overall development of the new hotel.

A variance is required from the Sign By-law because building signs are only permitted on the first storey of a building face in the SC Service Commercial zone. Staybridge Suites is requesting variance approval for one sign (see Schedule B- Proposed Sign and Schedule C- Proposed Sign Location).

Previously, four hotel developments have applied for and received similar variances for building sign location. These are:

- 540 Silvercreek Parkway North-Holiday Inn Express 3<sup>rd</sup> floor roof level
- 725 Imperial Road North - Hampton Inn 4<sup>th</sup> floor roof level
- 35 Cowan Place- Fairfield Inn and Suites 5<sup>th</sup> floor roof level
- 50 Stone Road East- Delta Hotels 6<sup>th</sup> floor roof level

The requested variance is as follows:

<b>Building Sign</b> (Service Commercial SC.1-35 zone)	<b>By-law Requirements</b>	<b>Request</b>
Permitted Location on a Building or Structure	1 <sup>st</sup> storey on a building face	One sign on the 5 <sup>th</sup> storey of the building face

The requested variance from the Sign By-law for the location of one building sign is recommended for approval because:

- The signage provides exposure to the traveling public and hotels generally have this type of signage on the upper floors. This sign is facing west providing the hotel signage exposure to the Hanlon Expressway.
- The proposed sign meets all other regulations for building signs in a Service Commercial zone
- Previous hotel developments have received similar variances from the Sign By-law
- There is no impact on any residential development nearby

The applicant has been advised that Ministry of Transportation approval is required for signage within 400 metres of the Hanlon Parkway. If the M.T.O does not approve the signage, then the permit from the City cannot be issued.

**CORPORATE STRATEGIC PLAN:** An attractive, well functioning sustainable City

**FINANCIAL IMPLICATIONS:** N/A

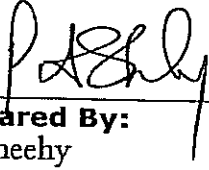
**DEPARTMENTAL CONSULTATION:** N/A

**COMMUNICATIONS:**N/A

**ATTACHMENTS**

- Schedule A- Location map
- Schedule B- Proposed Sign
- Schedule C- Proposed Sign Location

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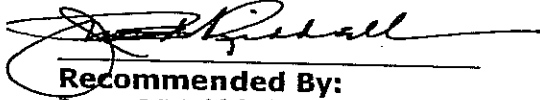
**Prepared By:**  
Pat Sheehy  
Zoning Inspector II  
837-5616 ext. 2388  
patrick.sheehy@guelph.ca

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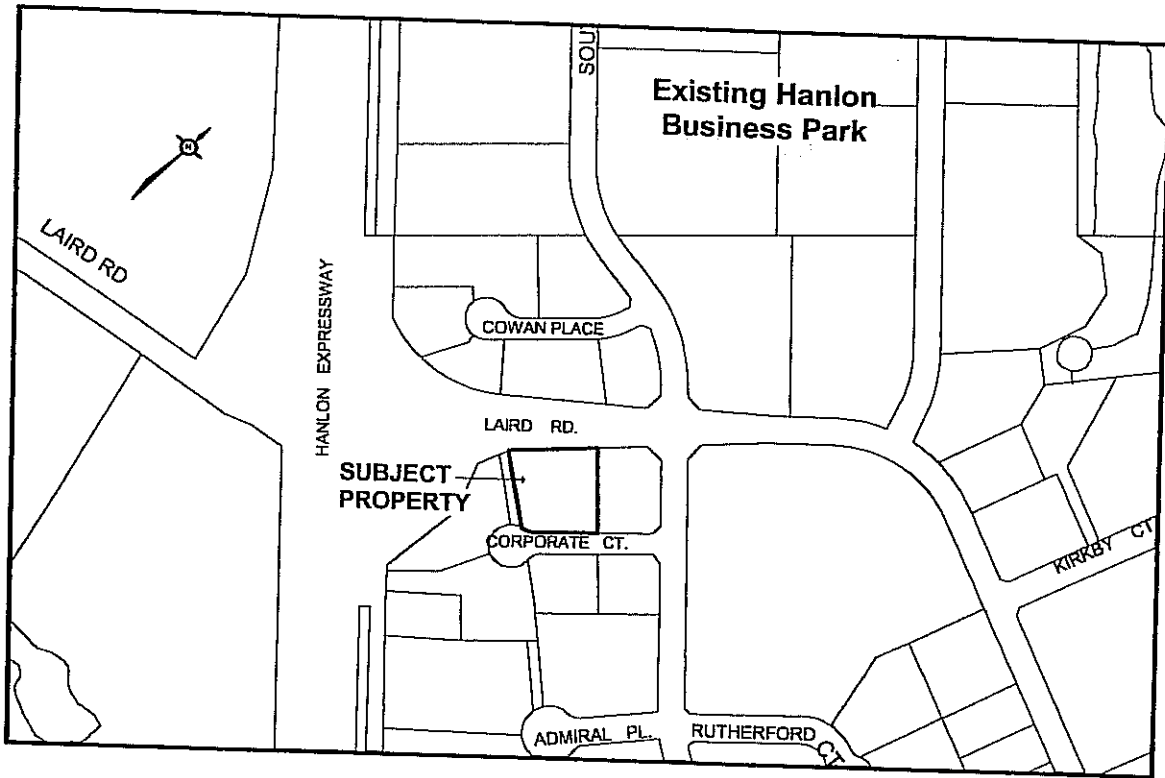
**Recommended By:**  
Bruce A. Poole  
Chief Building Official  
837-5615 ext. 2375  
bruce.poole@guelph.ca

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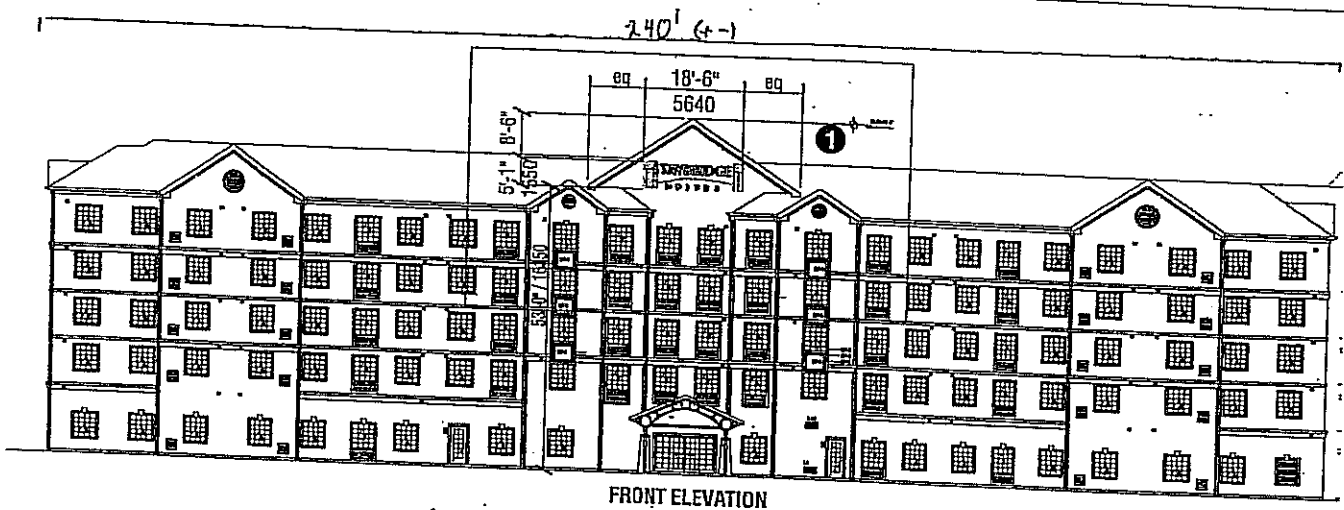
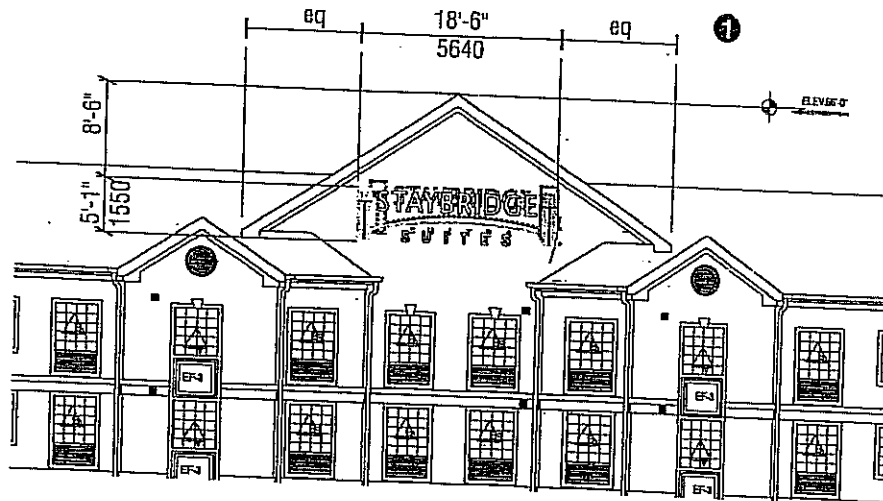
**Recommended By:**  
James N. Riddell  
Director, Community Design and Development Services  
837-5616 ext. 2361  
jim.riddell@guelph.ca

SCHEDULE A  
LOCATION MAP





SCHEDULE B  
PROPOSED SIGNAGE  
WEST FACING





# COMMITTEE REPORT

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**TO** Community Development and Environmental Services Committee

**SERVICE AREA** Community Design and Development Services

**DATE** May 09 2008

**SUBJECT** **JOE VERONI PARK MASTER PLAN  
WATSON CREEK SUBDIVISION IN WARD 1**

**REPORT NUMBER** 08-33

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## RECOMMENDATION

THAT the Community Design and Development Services Report 08-33 dated May 09 2008, be received;

THAT the Master Plan for the development of the Joe Veroni Park, as proposed in Appendix 2 of Community Design and Development Services Report 08-33 dated May 09 2008, be approved;

AND THAT staff be directed to proceed with the implementation of the Joe Veroni Park Master Plan.

## REPORT

Development and Parks Planning staff has prepared a master plan for the Neighbourhood Park in Watson Creek Subdivision. The proposal includes a Children's play area with play equipment and sand safety surface, a half basketball court, a shade structure, an informal play area, asphalt pathways, benches, picnic table, trash receptacles, bike rack and planting.

The City of Guelph - Recreation, Parks and Culture Strategic Plan (1997) describes our Neighbourhood Parks as 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.

*(See Appendix 2 - Proposed Master Plan - Joe Veroni Park)*

## BACKGROUND

A parcel of land having an area of 1.15 hectares (2.84 acres) has been dedicated to the City as parkland in the Watson Creek Subdivision. The park block is located at 150 Fleming Road with street frontages on Fleming Road and Watson Parkway North.

*(See Appendix 1 - Location Map)*

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**Public Process:** In January 2008, a survey was mailed to the residents living within 200 meters of the park property to provide input on the proposed master plan. The survey was also advertised in Guelph Tribune and posted on the City's website.

*(See Appendix 3 - Proposed Master Plan Survey)*

The City received survey feedback by 10 households through fax and online on the City's website. All responses are positive for the conceptual park design but some of the responses include suggestions for major additional park items such as an ice rink, water park, tobogganing hill and off leash trail for dogs. Other responses have suggested minor changes to the design including an increased number of benches, a picnic table, relocation of a proposed bench and a pedestrian trail through the open space.

*(See Appendix 4 - Proposed Master Plan Survey Results)*

**Proposed Master Plan:** The master plan has been modified to incorporate some of the changes as suggested by the residents through their comments.

The revised proposal includes the following changes:

- More benches have been added adjacent to the children's play area.
- The bench that was proposed along Watson Parkway North has been relocated adjacent to play area.
- A proposed granular trail along Watson Creek, that is to be installed by the developer, is indicated on the master Plan.

The programming for proposed Eastview Community Park in the east end includes installation of an ice rink, water play and tobogganing hills and it is located 10-15 minutes walk away from this park. Given the size of Joe Veroni Park and its proximity to Eastview Community Park these features have not been incorporated.

**Conclusion:** Staff believes that implementation of the proposed park master plan will create a neighbourhood scale park to serve the residents of Watson Creek Subdivision and will act as an integral part of the open space linkage system in the east end of the City.

It is anticipated that the park construction would take place in spring and summer of 2009 following approval of the park master plan by City Council.

## **CORPORATE STRATEGIC PLAN**

- GOAL 2 : A healthy and safe community where life can be lived to the fullest
- GOAL 6 : A leader in conservation and resource protection/enhancement

## **FINANCIAL IMPLICATIONS**

Project funding is available for Joe Veroni Park construction through development charges supported Capital Budget.

RP0089 – Watson Creek Subdivision Neighbourhood Park (approved budget of \$ 140,000.00)

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**DEPARTMENTAL CONSULTATION**

Information Services: Corporate Communications  
Operations: Parklands and Greenways, Traffic and Parking

**COMMUNICATIONS**

Watson Creek Subdivision Developer: Carson Reid Homes

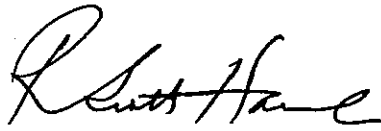
**ATTACHMENTS**

- Appendix 1 - Location Map
- Appendix 2 - Proposed Master Plan – Joe Veroni Park
- Appendix 3 - Proposed Master Plan Survey
- Appendix 4 - Proposed Master Plan Survey Results



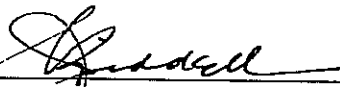
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**Prepared By:**  
Jyoti Pathak  
Parks Planner  
(519) 837-5616 x 2431  
jyoti.pathak@guelph.ca



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**Recommended By:**  
Scott Hannah  
Manager of Dev. and Parks Planning  
(519) 837-5616 x 2359  
scott.hannah@guelph.ca



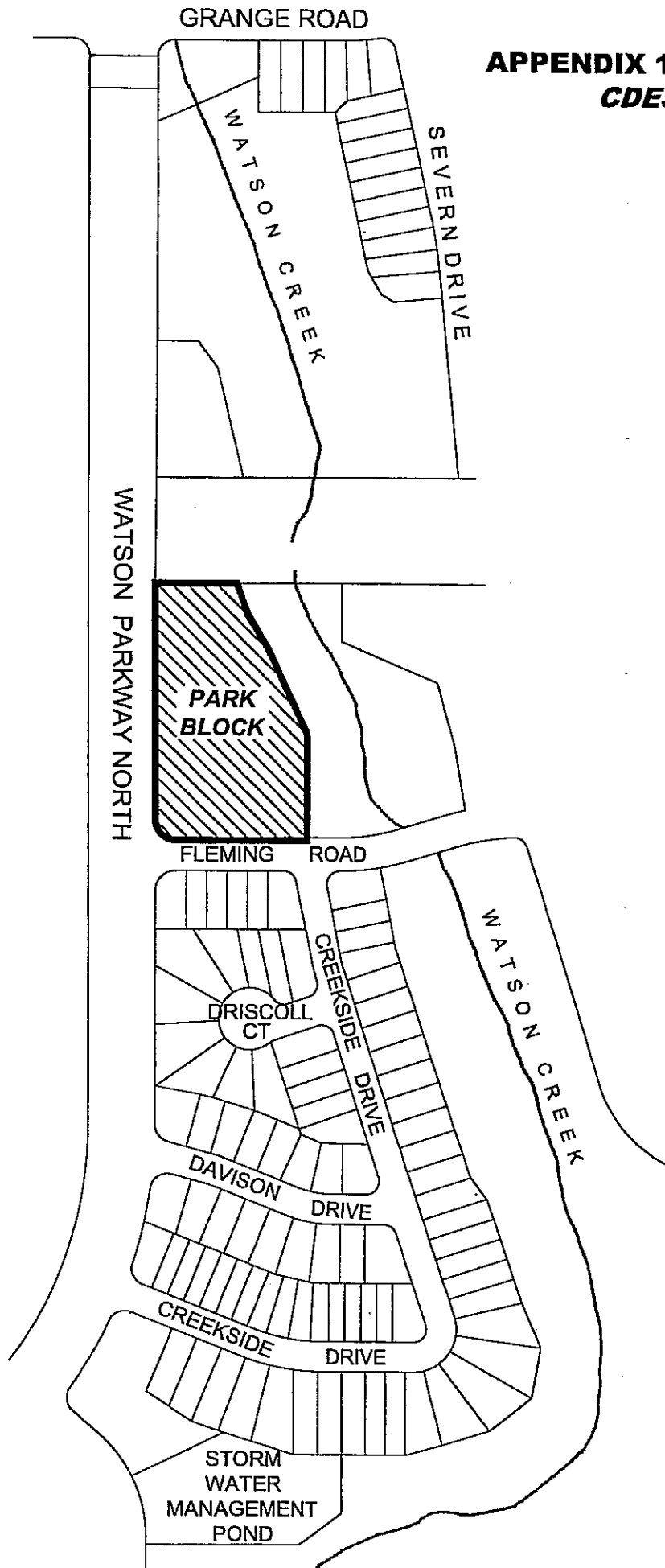
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**Recommended By:**  
Jim Riddell  
Director of Community design  
and Development Services  
(519) 837-5616 x 2361  
jim.riddell@guelph.ca

**APPENDIX 1 - LOCATION MAP**  
**CDES REPORT # 08-33**



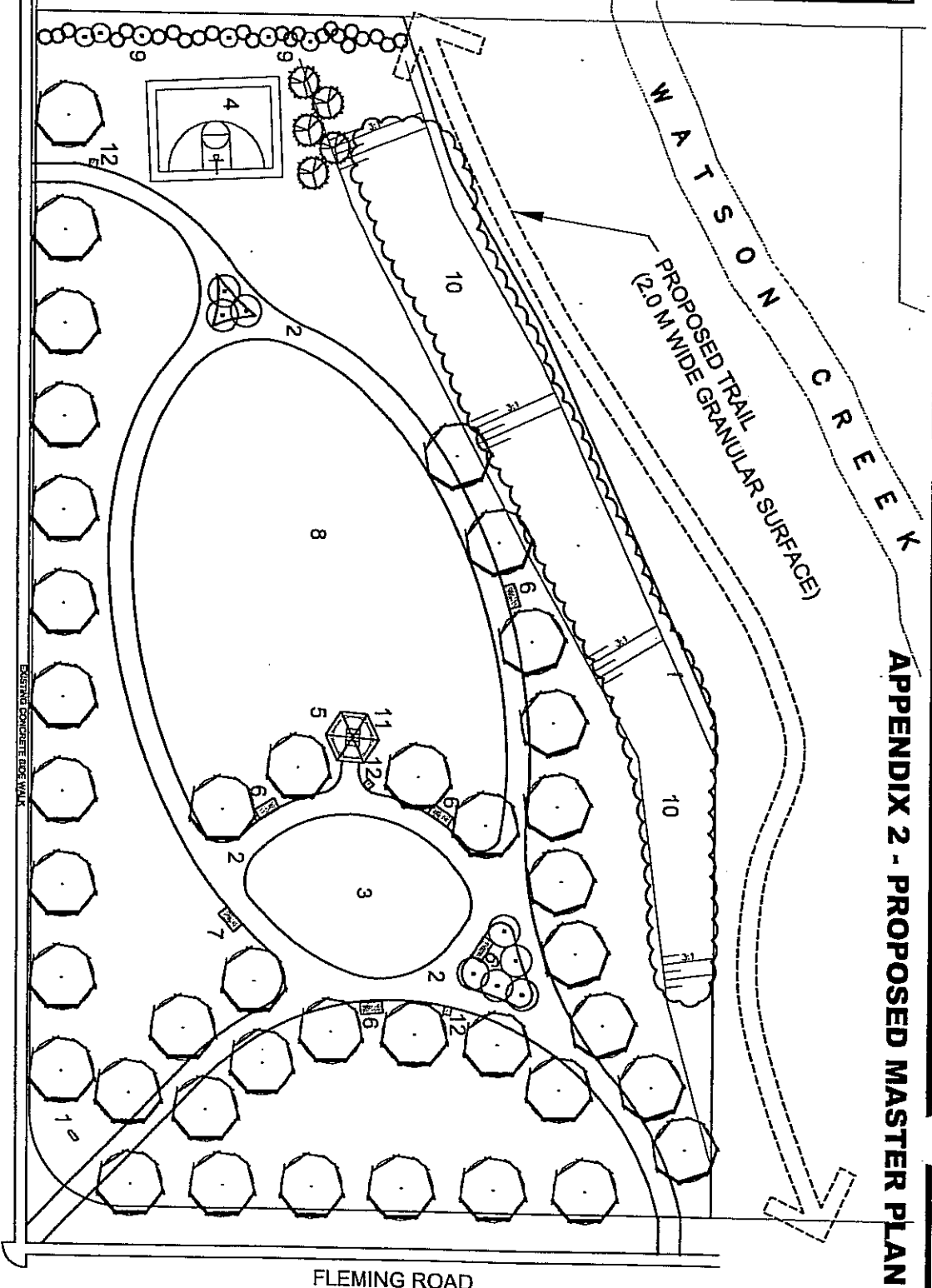
Not to Scale



# LEGEND

1. PARK SIGN
2. 2.4 M WIDE ASPHALT PATH
3. JUNIOR AND SENIOR PLAY EQUIPMENT WITH SAND SAFETY SURFACE
4. HALF BASKETBALL COURT
5. SHADE STRUCTURE
6. BENCH
7. BIKE RACK
8. INFORMAL PLAY AREA MOWED GRASS
9. LIVING FENCE
10. NATURALIZATION AREA ON 3:1 SLOPES
11. PICNIC TABLE
12. TRASH RECEPTACLES

FUTURE  
RESIDENTIAL



## APPENDIX 2 - PROPOSED MASTER PLAN

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

**JOE VERONI PARK**  
150 FLEMING ROAD, GUELPH, ON

WATSON CREEK SUBDIVISION

WARD 1

WATSON PARKWAY N

FLEMING ROAD

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

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



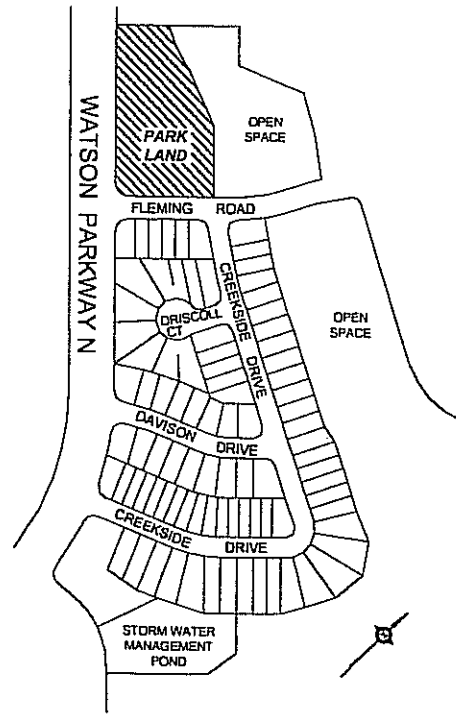
# PARK SURVEY

## JOE VERONI PARK MASTER PLAN - SURVEY

Community Design and Development Services is seeking public input into the proposed master plan of a new Neighbourhood Park. Your household is invited to participate in our survey. Information gathered from this survey will help City staff in refining the master plan before it is presented to the Community Development & Environmental Services Committee for approval in early 2008.

The proposed parkland is an existing parcel of land to be known municipally as 150 Fleming Road in the Watson Creek Subdivision in the east end of the City. The subdivision location is east of Watson Parkway North and south of Grange Road.

The parkland has street frontages on Watson Parkway North and Fleming Road and is adjacent to Watson Creek.



**LOCATION MAP** *not to scale*

The parkland has an area of 1.15 hectares (2.84 acres) and has been zoned as a Neighbourhood Park (P.2 Zone).

The park master plan includes the following elements:

- Children's play area with Junior and Senior play structures and swings
- Informal/ Free Play Area
- Half Basketball Court
- Asphalt Pathways
- Shade Structure
- Deciduous and Coniferous Plants
- Naturalized Area
- Site Furniture: Benches, Picnic Table, Trash Receptacles and Bike Rack

**Note: Please see other side.**





# PARK SURVEY

## JOE VERONI PARK MASTER PLAN – SURVEY

### 3. Other Comments.

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

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**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: \_\_\_\_\_

**Please submit this survey by Friday, February 15, 2008 to Community Design and Development Services.**

**Mail:** Community Design and Development Services, 59 Carden St., Guelph, ON N1H 3A1

**Drop by:** Community Design and Development Services, 2 Wyndham St. N., 3rd Floor, Guelph

**Online:** Visit [guelph.ca/survey](http://guelph.ca/survey) and click on **Joe Veroni Park Survey**  
*Note: the survey will be available online after January 25, 2008*

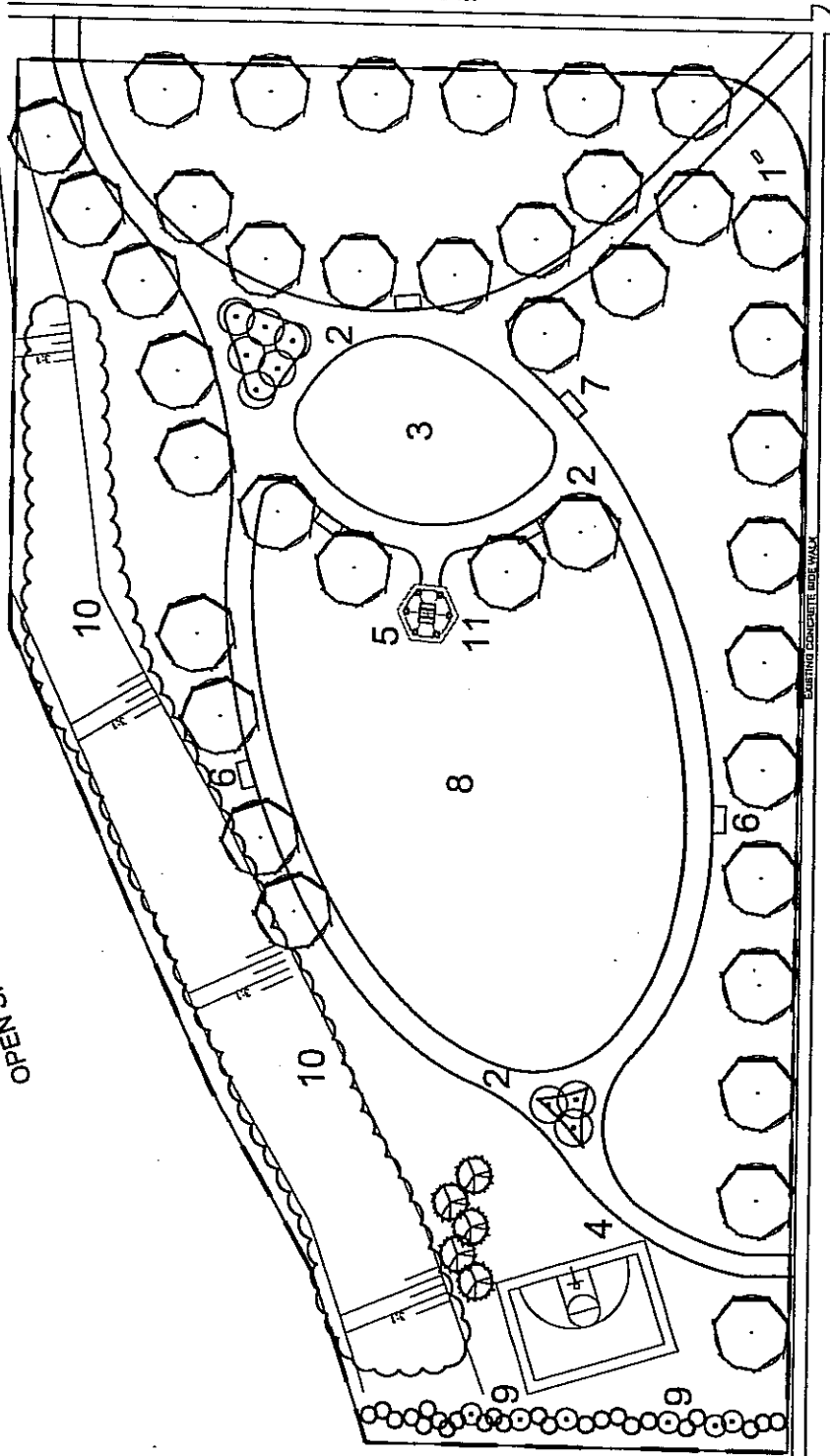
**Fax:** 519-837-5640

**FOR MORE INFORMATION PLEASE CONTACT Jyoti Pathak, Parks Planner**  
Send an email to [jyoti.pathak@guelph.ca](mailto:jyoti.pathak@guelph.ca) or Call 519-822-1260 ext. 2431

# LEGEND

- 1. PARK SIGN
  - 2. ASPHALT PATHWAY
  - 3. JUNIOR AND SENIOR PLAY EQUIPMENT WITH SAND SAFETY SURFACE
  - 4. HALF BASKETBALL COURT
  - 5. SHADE STRUCTURE
  - 6. BENCH
  - 7. BIKE RACK
  - 8. INFORMAL PLAY AREA
  - 9. LIVING FENCE
  - 10. NATURALIZATION AREA
  - 11. PICNIC TABLE
- FUTURE RESIDENTIAL

OPEN SPACE



WATSON PARKWAY N



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

**JOE VERONI PARK**  
 150 FLEMING ROAD, GUELPH, ON

WATSON CREEK SUBDIVISION  
 WARD 1

CLASSIFICATION: NEIGHBOURHOOD PARK  
 ZONING: P2 SIZE: 1.15 ha ( 2.84 ac)  
 FEATURES: - play equipment - planting  
 - pathways - site furniture  
 - half basketball court - gazebo



FLEMING ROAD

**PROPOSED JOE VERONI NEIGHBOURHOOD PARK MASTER PLAN  
SURVEY RESULTS**  
Watson Creek Subdivision  
(South East of Watson Parkway North and Grange Road)

Total number of surveys mailed		140
Total number of surveys received		10
# times comment appeared	<b>Survey Question # 1</b> What do you like about the proposed master plan?	
1	Facilities seem to meet needs/ interests of a range of children	
2	Open space allows free play - football , frisbee	
1	Location, play structures	
2	Naturalization area	
2	Asphalt pathway for rollerblading, bikes and strollers etc.	
2	Shade trees upon their maturity	
3	Looks great, good plan	
1	Living fence	
2	Basketball court	
6	Shade structure	
2	Benches	
# times comment appeared	<b>Survey Question # 2</b> What do you dislike about the proposed master plan?	
1	Not enough bench areas to sit near the play structures	
1	Perhaps another picnic table	
1	2 more benches could be set up near the play structure for comfortable parental supervision	
1	That sand is going in the play area for junior and senior	
1	Benches along Watson Parkway could present problems	

# times comment appeared	Survey Question # 3 Other Comments
1	Good plan for the park and the neighbours except for # 6 – the bench along Watson Parkway as too close to the road and may present a safety issue by the traffic on this very busy road. Also the smog and diesel from cars and trucks will be unhealthy. Could trees be planted along Watson Parkway instead of placing benches there?
1	I would love to see a short trail through the naturalization area –better yet an off leash trail for dogs. Would there be a chance of connecting parks/ neighbourhoods with some trails as the South end often has.
1	Would like to see an outdoor water park in this end of town hockey nets similar to the ones in the dragonfly park in the south end make sure the ground under the play structures is sand or other such material, do not like the small pebbles or mulch.
1	Can another picnic table be put in the area formed by trees and path near bike rack?
1	Plan is okay – suggest maintenance of Access Rd to north as a public path to provide improved access to park from north end along Severn.
1	Is the informal space large enough for an ice rink? If a rink could be set up. Is there a nearby water supply.
1	Is there enough grade for small tobogganing hill in the winter. If so please don't plant trees at the bottom of the hill.
1	I have a huge concern that traffic lights or crosswalks have not been figured into the equation. Watson Road has fast coming cars who apparently can't follow the posted speed limits.
1	Trust the City of Guelph not to supply a self addressed envelope to get more people to fill this out. I doubt many will run out just to get a stamp, sad but true.
1	There are never enough benches in a park. There are never enough swings. Most have 2 big ones & 2 toddlers. Hello??? That takes care of 2 babies and 2 toddlers. This is growing young subdivision and that somehow gets overlooked.
1	Far-fetched idea but hidden cameras installed to see how parks get so damaged in the dark hours.

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**TO:** Mayor and Council Members  
**FROM:** Jim Riddell  
**DEPARTMENT:** Community Design and Development Services  
**DATE:** May 16, 2008  
**SUBJECT:** Joe Veroni Park Master Plan- Update (CDES Committee Report # 08-33)  
Park and Trails Connections within Watson Creek Subdivision

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In response to the request from the CDES Committee, Development and Parks Planning staff has prepared a layout plan showing the following:

- a) The proposed trail system within the Watson Creek Subdivision in the vicinity of the proposed Joe Veroni Neighbourhood Park; and
- b) How the pathways in the park could be connected to the main trail system.

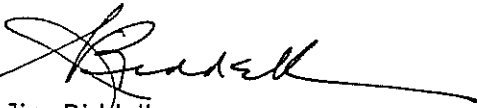
Based on our further review with Parks Planning and Engineering Services, we would recommend two minor modifications to the proposed Park Master Plan to implement these connections (see plan attached).

I would recommend that the Council support the modified Master Plan as attached to this memorandum. I suggest that the following motion be passed if Council is in agreement with the modified plan:

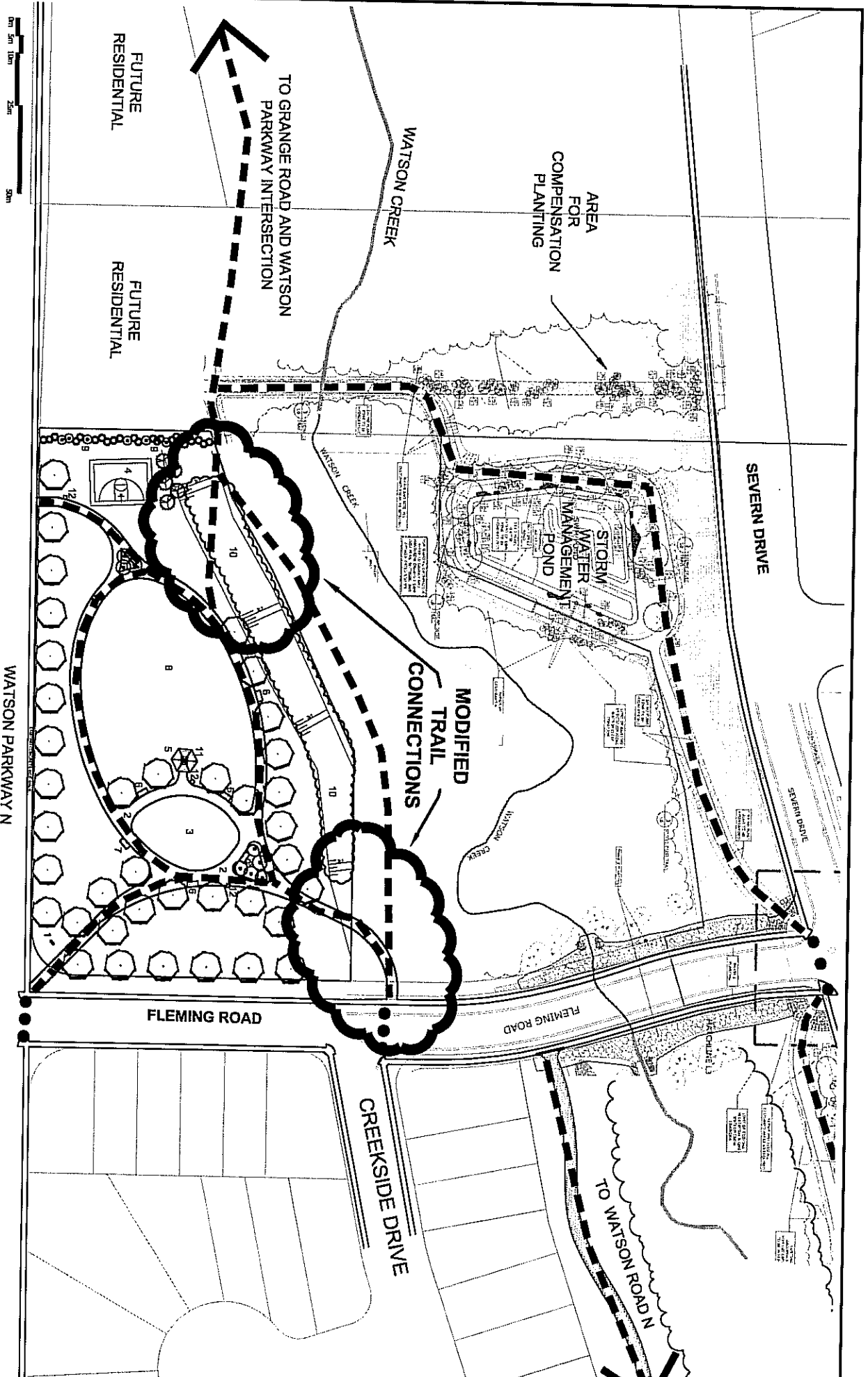
“and further that staff be directed to include connections from Joe Veroni Park to the trail network as shown in the memorandum from the Director of Community Design and Development Services.”

Please give me a call if you need further information,

Sincerely,



Jim Riddell  
Director of Community Design and Development Services  
City of Guelph



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

**JOE VERONI PARK & TRAIL CONNECTIONS**  
 150 FLEMING ROAD, GUELPH, ON WATSON CREEK SUBDIVISION - WARD 1

CLASSIFICATION: NEIGHBOURHOOD PARK  
 ZONING: P2 SIZE: 1.15 ha (2.84 ac)  
 FEATURES:  
 - play equipment - planting  
 - pathways - site furniture  
 - half basketball court  
 - gazebo



# COMMITTEE REPORT



**TO** **Community Development and Environmental Services Committee**

**SERVICE AREA** Community Design and Development Services  
**DATE** Friday, May 09, 2008

**SUBJECT** Petition to Prohibit the Storage of Portable Toilets in the City of Guelph

**REPORT NUMBER** 08-59

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## RECOMMENDATION

"THAT Report 08-059 regarding a petition to prohibit the storage of portable toilets in the City of Guelph, from Community Design and Development Services, dated May 9, 2008, BE RECEIVED and;

THAT, Staff takes NO ACTION with regards to the request to amend the Zoning By-law No. (1995)-14864 to prohibit the storage of portable toilets within 800 metres of a residence and;

THAT the City facilitate mediation between the resident and the industrial property owner to resolve any outstanding issues."

## BACKGROUND

The City of Guelph has received a petition from a resident at 161 Inkerman Street. The petition states "We, the undersigned, petition City of Guelph to amend the pertinent zoning by-laws to prohibit the storage of Port-o-Potties in the City of Guelph." The petition has been signed by approximately 500 residents who reside throughout the City. The resident has submitted a covering letter with the petition asking Guelph City Council to prohibit the storage of portable toilets within 800 metres of a residence. The original petition request did not have a spatial separation outlined.

The resident has taken this action due to the use of the property at 163 Inkerman Street (see Schedule "A" Location Map.) A local company operating as Porta-Plus has been located at this address since the spring of 2007. Porta-Plus leases portable toilets to private and public enterprises in Southern Ontario. They are stored on site through the winter and there is some storage during summer months.



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The properties at 161 and 163 Inkerman Street are zoned B.4 Industrial (see Schedule "B" Zoning Permitted Uses). The storage of portable toilets is deemed a permitted use in the B.4 zone as a Contractor's Yard. The residence at 161 Inkerman Street is legal non-conforming in the Zoning By-law as residences are not permitted in B.4 Industrial Zones. The Official Plan Designation of the properties is Industrial. The property to the east of 161 Inkerman Street, at 15 Alma Street South, is occupied by a Vehicle Repair Establishment. Planning policies anticipate the eventual removal of the residence from the Industrial zone in order for a more compatible development.

## REPORT

Building Services staff has been aware of the situation regarding the two properties since July of 2007. Zoning staff responded to a complaint regarding the use of the property for the storage of portable toilets. Zoning Services noted that the use is permitted in the Zoning By-law No. (1995)-14864 and that proper screening measures had been implemented from the street (see Schedule "C"- Property Picture).

Zoning Services requested that the Ministry of the Environment inspect the property with respect to their legislation. A Provincial Officer with the Ministry of the Environment conducted an inspection in August of 2007. It was reported back to Zoning Services that during site visit, no odours were noted in the surrounding vicinity of the storage yard or while on site. The Company was found to be operating under *AMENDED PROVISIONAL CERTIFICATE OF APPROVAL, WASTE MANAGEMENT SYSTEM NUMBER 6938-5JUB2 that had been issued August 29, 2005*. Porta Plus had provided notification to the Environmental Assessment and Approvals Branch as well as the District Office regarding the recent site storage yard change. Cleaning and disinfection procedures were discussed with the company and it was indicated that all port-o-potti's are pumped out and disinfected at the rental site and are brought back to the storage yard clean. No further actions were required by the Ministry at that time and any further Incident Reports received would be evaluated and responded to accordingly.

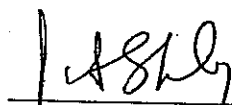
Building Services staff met with the owner of Porta-Plus on December 21, 2008. He indicated that his company is complying with their Certificate of Approval from MOE and that no dirty port-o-potties are stored on site. Previous City inspectors from Solid Waste Services have inspected and were satisfied. Building Services staff has also met with the resident from 161 Inkerman Street and a ward Councillor to discuss his petition and issues on January 29, 2008. Staff recommended the resident approach MOE with his concerns for a follow up inspection.

Building Services staff recommends that no action be taken at present in response to the petition to prohibit the storage of port-o-potties in the city. The situation on Inkerman Street is that of a business operating within the parameters of the Zoning By-law, Official Plan and the Ministry of the Environment. It is an unfortunate situation with a legal non-conforming residence being situated in an industrial zone next to a non-compatible use. The Zoning By-law in Section 7.2, Prohibited Uses states that:

"Within the Industrial (B) Zones, any trade, business, manufacturer and related uses deemed offensive or noxious by the Environmental Protection Act R.S.O. 1990, Chapter E.19, as amended from time to time or any successor thereof, shall be prohibited." The MOE has provided clearance for this use from this section. Building Services staff recommends that the MOE be the lead in this situation as the complaints regarding odours and insects fall within their mandate. An alternative action that can be offered is for the City to facilitate mediation between the resident and the industrial property owner.

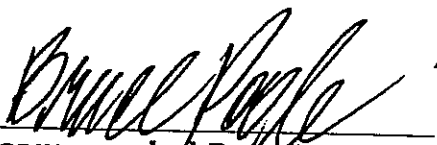
### ATTACHMENTS

Schedule "A"- Location Map  
Schedule "B"- Zoning- Permitted Uses  
Schedule "C"- Property Picture



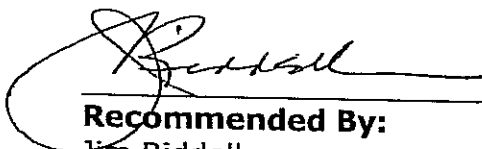
**Prepared By:**

Pat Sheehy  
Senior By-law Administrator  
837-5616 ext. 2388  
patrick.sheehy@guelph.ca



**Recommended By:**

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

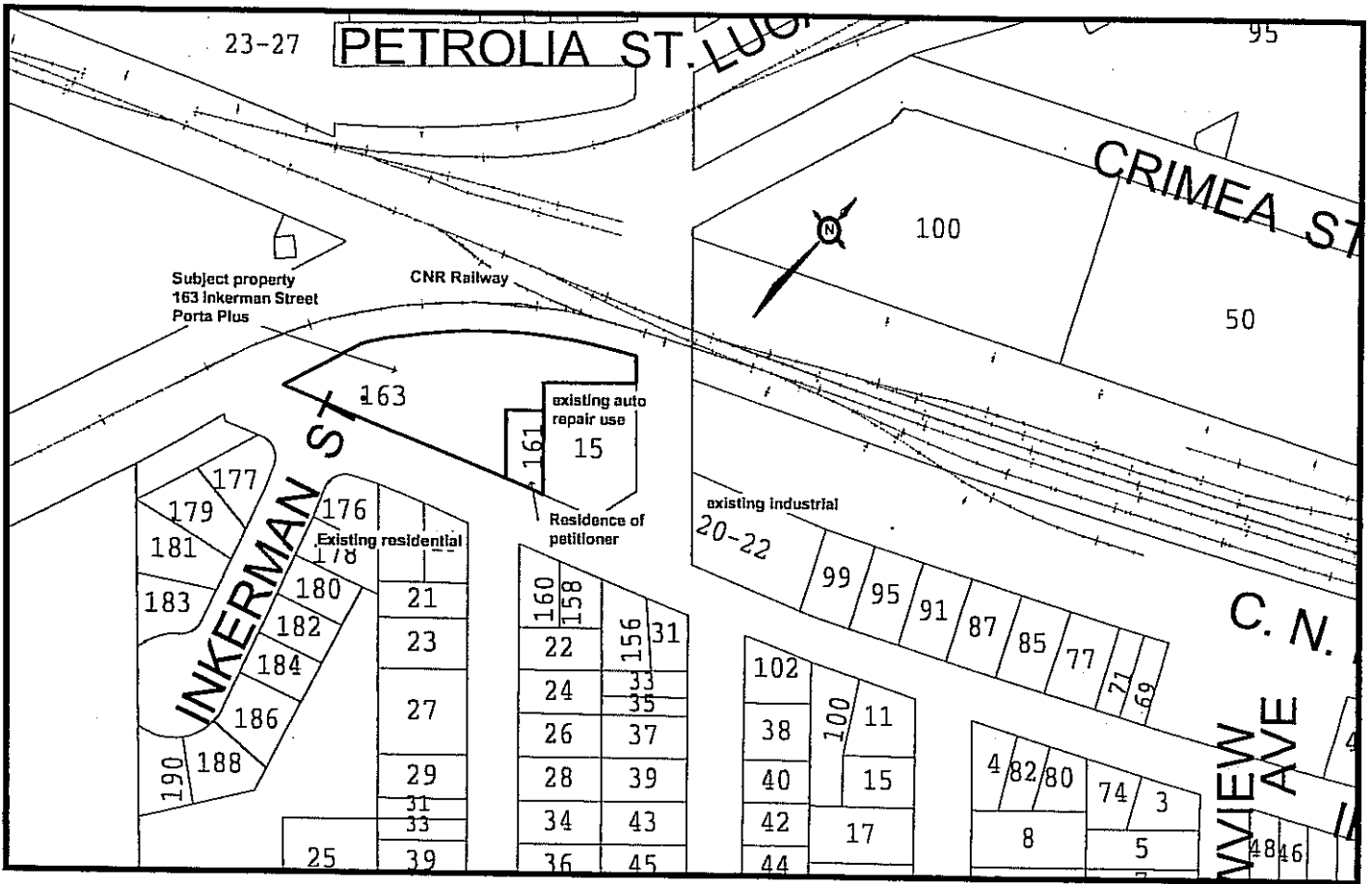


**Recommended By:**

Jim Riddell  
Director, Community Design and Development Services  
837-5616 ext. 2361  
jim.riddell@guelph.ca

P: Planning and Development Services\Planning\CD&ES REPORTS\2008\08-59\05-09\Petition to Prohibit Portable Toilets.doc

**SCHEDULE "A"  
LOCATION MAP**



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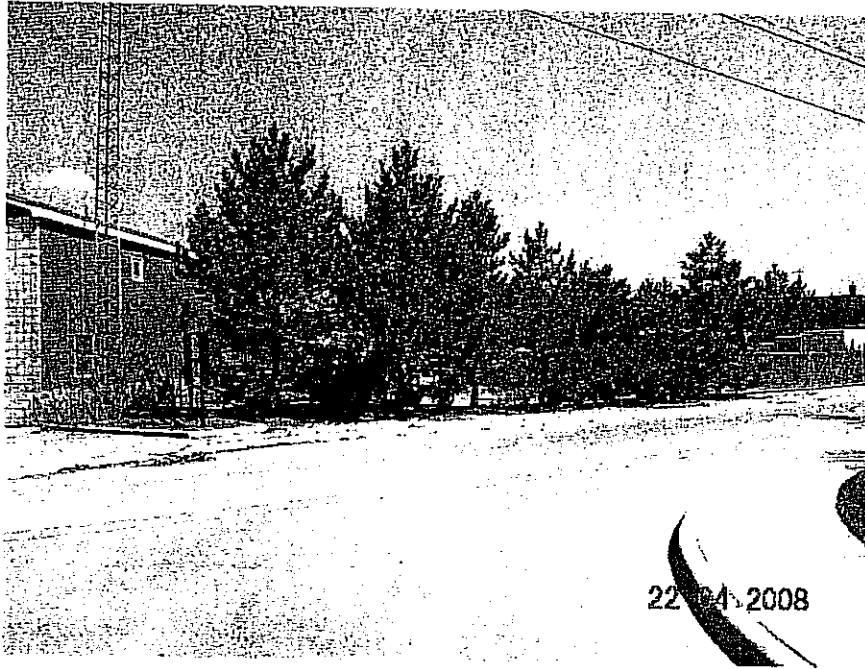
**SCHEDULE "B"**  
**ZONING-PERMITTED USES**

- 7.1.3      Industrial B.4 Zone  
*Catering Service*  
*Cleaning Establishment*  
*Contractor's Yard*  
*Manufacturing*  
*Repair Service*  
*Towing Establishment*  
*Tradesperson's Shop*  
*Trucking Operation*  
*Veterinary Service*  
*Warehouse*

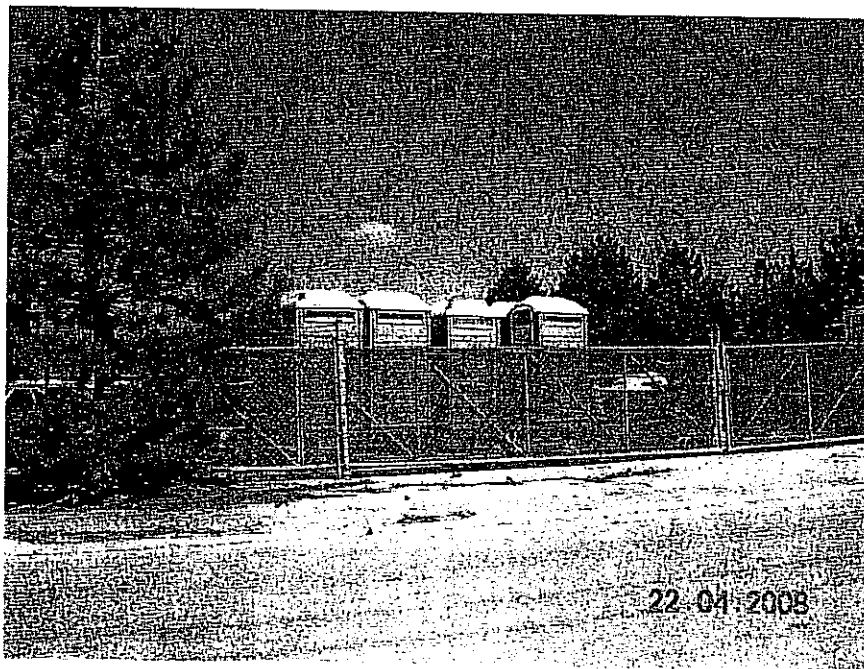
7.2      PROHIBITED USES

Within the Industrial (B) **Zones**, any trade, business, manufacturer and related uses deemed offensive or noxious by the Environmental Protection Act R.S.O. 1990, Chapter E.19, as amended from time to time or any successor thereof, shall be prohibited.

**SCHEDULE "C"  
PROPERTY PICTURE**



View from Inkerman Street- picture taken April 22, 2008



View from Inkerman Street near Hearn Avenue- picture taken April 22, 2008

# COMMITTEE REPORT



**TO** **Community Development and Environmental Services Committee**

**SERVICE AREA** Community Design and Development Services

**DATE** Friday May 16, 2008

**SUBJECT** **Adoption and Implementation of the Guelph Market Place Strategic Urban Design Plan**

**REPORT NUMBER** 08-60

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## RECOMMENDATION

THAT Council adopt the Guelph Market Place Strategic Urban Design Plan, dated May 5, 2008;

AND THAT staff be directed to implement the capital projects within the study area as generally described in Attachment 4: 'Downtown Capital Projects Sequence, May 5, 2008', based on the financial plan provided in the Tax Supported Capital Guideline recommendation presented to Council May 12, 2008;

AND THAT staff undertake the construction document development for the Civic Square, including the skating rink/water feature, and the surface redesign of Carden and Wilson Streets, with design development in consultation with the 'Rink Rats' and the Downtown Guelph Business Association, in preparation for a phased construction implementation starting in 2009;

AND THAT Council authorize the 'Rink Rats', headed by Audrey Jamal, Mark Goldberg, Mark Rodford and Ken Hammill, to spearhead a fundraising campaign towards the construction of the skating rink/water feature and other elements of the Civic Square, and that staff assist in facilitating the campaign and report back to Council by or before January 2009 on recommendations for the 2009 construction season;

## BACKGROUND

In May 2007 Council directed staff to undertake an urban design study of the area in front of City Hall to develop recommendations on improving the design of the public space.

---

The Draft Civic Precinct Strategic Urban Design Plan was presented to Council on February 25, 2008. (See Staff Report and Council Motion - Attachment 1) Council supported the direction of the plan and directed staff to undertake more detailed implementation discussions in order to recommend a project sequence and develop a financial model.

On March 25, 2008 Council directed staff to undertake the concept development for the Wilson Parkade and implement an interim parking improvement strategy for Carden and Wilson Street (See Council Motion - Attachment 2). A preview of the proposed construction sequence was provided at that meeting.

On May 12, 2008, Finance staff will be presenting the Tax Supported Capital Guideline to the Finance, Administration and Corporate Services Committee (FACS). That document includes the projects identified in the Guelph Market Place Strategic Urban Design Plan. This report is to be read in conjunction with the Tax Supported Capital Guideline projections presented to FACS on May 12, 2008 which contains the financial implications of the project.

## **REPORT**

### FINAL URBAN DESIGN PLAN

The urban design plan (See Attachment 3) has been updated to reflect discussions following the release of the draft. Changes include:

- A new name: The title 'Precinct' was not universally well received. Staff are recommending that the report be known as The Guelph Market Place Strategic Urban Design Plan. The name is drawn from the historic legal description of the lands as 'Market Place'. This connects the urban design plan directly to John Galt's vision and better reflects the intent of the plan's directions.
- Additional chapters have been added which provide more detail and specific urban design guidelines for the Wilson parking structure and the Transit Terminal project.
- Discussion has occurred about the placement of the ice rink/water feature: should it be in the centre of the plan or further into the square towards the heritage wall? Staff analysed both versions and are continuing to recommend that the feature be planned to be centrally located as it provides active engagement with the street, does not crowd the heritage wall, and allows that the garden between the feature and the wall to be a protected and quiet space.
- The centre feature in front of the POA Courthouse is now referred to as 'Public Art' instead of the Blacksmith Fountain as other opportunities for commissions and relocation of the Blacksmith may come available in time. Public Art values have been adjusted to \$100k per commission in the Capital Guideline.

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## PROPOSED DOWNTOWN CAPITAL PROJECT SEQUENCE

The proposed sequence for undertaking the projects in the study area, and Downtown, is shown in Attachment 4. The Downtown Capital Projects Sequence was developed on the following principles:

- Getting all the City Capital Projects on the same drawing to develop a integrated approach;
- Inserting the Wilson Parkade, Baker Street and Civic Square projects into the existing sequence;
- Generally trying to do heavy projects first, and undertaking resurfacing work afterward;
- Incorporating the March 25, 2008 interim parking plan for Carden and Wilson;
- Scheduling events to try to prevent multiple street closures to the same area at any given time, to accommodate business needs for parking and access as much as possible;

The proposed sequence does impact the timing of some existing capital projects, particularly roads work. Briefly some of the issues are:

- POA Court construction is slated for 2008/9 as it is part of the current contract;
- Lower Wyndham remains for 2009 given the need to address the retaining wall conditions and state of below grade infrastructure. As it is a main servicing route, its upgrade is required for subsequent work on the upper streets (Engineering Services has approached Guelph Exeter Railway to hopefully co-ordinate work on our retaining walls and their railway overpass in 2009);
- The retaining wall reconstruction adjacent to the POA site will need to be coordinated with the existing construction project and its design adapted to the potential for a pedestrian route on the west side of Wyndham;
- The construction of Wilson Street Parkade will require the temporary narrowing of Norfolk and probable closure of Wilson itself, meaning that Norfolk's reconstruction needs to be phased around this area. Norfolk from MacDonnell to Quebec is identified for early 2010 and the lower end, Waterloo to MacDonnell is late 2010.
- Given the reconstruction of Lower Wyndham and Wilson Parkade in 2009, the Transit Terminal is set back one year to 2010;
- Baker Street construction is shown to follow the Wilson Parkade completion so that both parking sites are not off-line at the same time;
- Reconstruction of Upper Wyndham is put out to 2012 to accommodate preparatory work on Quebec Street leading to the potential major construction work on a Baker Street redevelopment between 2010-12.



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This sequence is 'Version 1.0' of an evolving document. As more projects and planning efforts, such as the Downtown Secondary Plan and the CIP, identify additional needs and details, the sequence will need to be updated along with the financial plan.

## IMPLEMENTATION OF THE CIVIC SQUARE

The Guelph Market Place Strategic Urban Design Plan centres around the concept plan for the development of the Civic Square. This concept plan now needs to be developed into detailed construction documents.

Staff are recommending that the design be undertaken in 2008 and developed using the current City Hall architects, Moriyama and Teshima and their consultant team. The design would encompass the complete Square, including the road surface redesign and water feature/ice rink. This inclusive approach will enable the detailed understanding of the project phases (See Attachment 5). This also allows the LEEDs analysis, stormwater design and phasing to be fully coordinated with the base building.

As directed on March 25, 2008 as part of the discussion of the interim parking arrangements, an interim surface will be installed on the Square later this summer to enable the opening of the facility this fall. This interim plan accommodated the possibility of constructing the core of the square in 2009 and if fundraising is successful, the construction of the ice-rink for skating by the end of 2009.

Also in 2009, the upgrades to the design of the POA Court site would be implemented as that site is completed. Yet to be resolved, pending additional engineering input, is the final design for the area east of existing City Hall. There may be an opportunity to reconfigure the retaining walls to achieve a pedestrian route on this side of Wyndham Street. Engineering is exploring this possibility with GEXR this summer.

Completing the Square by reconstructing Carden and Wilson Streets and finishing the edges of the site that were used for temporary parking, is to be done in 2011 following the completion of the Wilson Parkade.

## FUNDRAISING

Council have been made aware that there is significant public interest in fundraising towards the Civic Square. A figure of \$2M has been identified as a goal towards the construction of the ice-rink/water feature but it has become evident that there are many other opportunities and interest as well in other elements of the plan (benches, trees, public art, operation of the rink etc.).

The 'Rink Rat' citizen group, headed by Audrey Jamal, Mark Goldberg, Mark Rodford and Ken Hammill, will require support from staff and Council. Staff and the fundraising group need to develop a detailed plan as the design of the Square progresses so that the opportunities are available to capture and

---

recognize all scales of interest and support and that there are clear guidelines on what is being fundraised.

Staff are recommending that the 'Rink Rats' be recognized as the fundraising leaders and that Council give authority to staff to support these efforts. A deadline of January 2009 has been identified to report back on the fundraising drive and to make the decision on what is to be constructed in the 2009 season.

## SUMMARY

The recommendations in this report are the culmination of the efforts of many to organize and then implement the City's capital projects and finances towards a common vision. This coordination spans across City departments as well as stakeholder groups.

While there is still a lot of work to do on the details of the Civic Square plan and the fundraising campaign, the adoption of the Guelph Market Place Strategic Urban Design Plan as well as these implementation recommendations anchors the project and provides the way to move forward.

## CORPORATE STRATEGIC PLAN

Goal #1 - An attractive, well-functioning and sustainable city  
Goal #4 - A vibrant and valued arts, culture and heritage identity

## FINANCIAL IMPLICATIONS

### CAPITAL FUNDS

The preliminary cost estimates provided in the draft report have been updated to reflect the construction sequence as follows (Refer to Attachments 5.1 & 5.2):

2009	Core Square/POA forecourt	\$3.5M
	Public Art	\$0.2M
	Skating Rink/Water Feature (Fundraising)	\$2.0M
2011	Carden/Wilson & Edge Reconstruction	\$3.0M

Capital funds towards this project have been included in the Tax Supported Capital Guideline document presented to Council May 12, 2008.

Capital Account RD0168 "Downtown Public Realm" currently has \$500k in 2008 to cover costs associated with the 2008 interim landscape treatment and the development of contract documents for the Civic Square.

### OPERATING FUNDS

Construction of the water feature/ice rink for Christmas 2009 would mean that the feature's operating expenses, estimated at \$200k/yr, will appear in the 2010 Operating Budgets. This has also been shown in the Capital Guideline.

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The operating costs for this feature will also form part of the fundraising campaign.

## **DEPARTMENTAL CONSULTATION**

Community Services  
Corporate Property  
Engineering Services  
Finance  
Operations/Traffic and Parking  
Transit Services

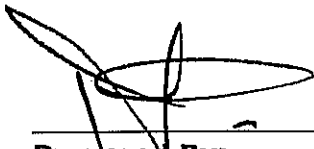
The Guelph Market Place Strategic Urban Design Plan was developed in consultation with the Downtown Guelph Business Association.

## **COMMUNICATIONS**

N/A

## **ATTACHMENTS**

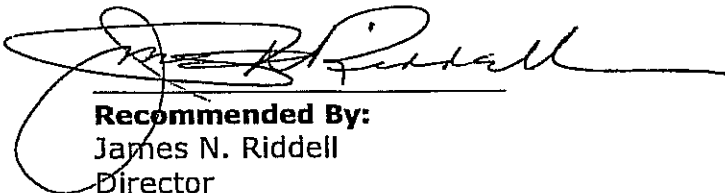
Attachment 1: Draft Civic Precinct Plan Staff Report & Council Motion, February 25, 2008  
Attachment 2: Council Motions on Wilson Parkade and Interim Parking, March 25, 2008  
Attachment 3: Guelph Market Place Strategic Urban Design Plan, Final Draft, May 5, 2008  
Attachment 4: Downtown Capital Projects Sequence, May 5, 2008  
Attachment 5: Civic Square - Updated Cost Estimate & Sequencing, May 5, 2008



---

**Prepared By:**

Ian Panabaker  
Heritage & Urban Design Planner  
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ian.panabaker@guelph.ca



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**Recommended By:**

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ATTACHMENT  
1.



THE CITY OF  
**Guelph**

CORPORATE SERVICES DEPARTMENT  
CITY CLERK'S DIVISION  
City Hall, 59 Carden Street  
Guelph, Ontario, Canada N1H 3A1  
Inquiries: (519) 837-5603 Fax: (519) 763-1269  
Website: [guelph.ca](http://guelph.ca)

February 27, 2008

Mr. J. Riddell  
Director of Community Design  
& Development Services

Dear Mr. Riddell:

At a meeting of Guelph City Council held on February 25, 2008, the following resolution was adopted:

"THAT Guelph City Council support the directions outlined in the Draft Civic Precinct Strategic Urban Design Plan (Part One), dated February 20, 2008, Which includes the design concept for the Civic Square with a skating rink/water feature and the proposed reconstruction of Carden Street and Wilson Street;

AND THAT staff use the Civic Square concept plan described in the Draft Civic Precinct Strategic Urban Design Plan as the basis for negotiations regarding the cost and schedule impacts of the proposed redesign of the outdoor public spaces on the existing contract;

AND THAT the final Civic Precinct Strategic Urban Design Plan, including a financial plan and recommended sequence for completing the projects in the precinct area, be brought back to Community Design and Environmental Services Committee for approval."

Yours truly,

Lois A. Giles  
Director of Information  
Services/ City Clerk

cc. Ms. L.E. Payne  
Mr. B. Stewart

LAG: db



# COUNCIL REPORT



**TO** Guelph City Council

SERVICE AREA Community Design and Development Services  
DATE Monday, February 25, 2008

**SUBJECT** Draft Civic Precinct Strategic Urban Design Plan (08-31)  
REPORT NUMBER

---

## RECOMMENDATION

**THAT** Guelph City Council support the directions outlined in the Draft Civic Precinct Strategic Urban Design Plan (Part One), dated February 20, 2008, which includes the design concept for the Civic Square with a skating rink/water feature and the proposed reconstruction of Carden Street and Wilson Streets;

**AND THAT** staff use the Civic Square concept plan described in the Draft Civic Precinct Strategic Urban Design Plan as the basis for negotiations regarding the cost and schedule impacts of the proposed redesign of the outdoor public spaces on the existing contract;

**AND THAT** the final Civic Precinct Strategic Urban Design Plan, including a financial plan and recommended sequence for completing the projects in the precinct area, be brought back to Community Design and Environmental Services Committee for approval.

## BACKGROUND

On May 22, 2007, upon review of the options prepared following the public input process on the design of the Civic Square (See Attachment 1 - Council Reports, May 22, 2007), Council passed a motion putting the current Civic Square on hold and directing Community Design and Development Services (CDDS) to undertake an urban design study of the area bounded by Carden Street, Wilson Street and the rail corridor as a precinct area. (See Attachment 2 – Council Motion, May 22, 2007 and Attachment 3 – Key Plan)

As directed, staff have been working with the Downtown Guelph Business Association to complete the urban design review of this precinct area. This study was undertaken with the assistance of Urban Strategies Inc., consultants who also assisted in the recent Downtown charrette held in September 2007.

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## REPORT

The Draft Civic Precinct Strategic Urban Design Plan (the Plan)(See Attachment 4) is intended to provide an urban design framework to meet the immediate planning and construction needs of the City Hall, Transit Terminal and related capital projects (See Attachment 5). The Plan builds on previous Downtown studies that have been undertaken; it revisits their assumptions; enhances past ideas and uses them to help solidify a vision for this area of the Downtown. Ultimately, the recommendations will be incorporated and refined in the upcoming Secondary Plan and Community Improvement Plan preparation for Downtown to respond to Places to Grow which identifies the Downtown area as an Urban Growth Centre.

### EXECUTIVE SUMMARY OF THE PLAN

As the Civic heart, the Civic Precinct should maximize the attractiveness, livability and public role of this area of the original Galt plan. As such, the original study area which Council directed to be examined was expanded to include the area within MacDonnell Street, Fountain Street, Gordon Street and Norfolk Streets. This allowed a better understanding of the role of the existing underpasses and how this area will provide linkages to future development south of the tracks.

The highlights of the draft Plan are:

- It creates a vision for how this historic “Market Grounds” area of the downtown could evolve, including the Civic Square.
- It provides a framework and detailed guidelines to coordinate multiple projects towards this vision.
- It identifies that the Civic Square is but one part of what will become an important series of linked public spaces which stitch together Upper and Lower Towns across the railway corridor.
- It confirms that the future Transit Terminal plays an important role in the area and needs to be coordinated with the objectives of the Civic Square.
- It reconfirms that the Armoury is strategic property in the Civic Precinct. The securing of this site for public use and its redevelopment in the future will play a key role in stimulating development south of the tracks.
- It reiterates the need to work with the railways on improving the connections under the railway corridor.

### THE CIVIC SQUARE:

The Plan proposes a signature civic place in front of City Hall. This space is conceived as flexible and multi-purpose, to be enjoyed and that can be programmed and active year round. In the Plan, the Civic Square is conceived as a continuous surface running from the front wall of City Hall across to the front facades of the buildings on Carden and Wilson Street. This whole area should be seen and treated as one room and feel like a pedestrian priority area. This means that Carden and Wilson Streets need to be incorporated into the design and their future reconstruction addressed.

**CAPITAL COSTS** -- What is shown on the design schematic for the Square is a level of finish and detailing that is more expensive than was previously envisaged. A preliminary order-of-magnitude cost estimate has been prepared based on the schematic design in the Plan. It identifies that the completion of the Square to the level depicted in Plans is \$3M. Adding the ice rink and water feature is an additional \$2M. (See Attachment 6)

For reference, the existing design was developed around a budget of \$1.5M (present value), or roughly half of what is being proposed now. This previous budget was the result of significant cost-reductions during the project development stages.

---

**OPERATING COSTS** -- The change in operating costs from the current design would be the operation and maintenance of the summer water feature and artificial outdoor skating rink. There is additional staff time as well as energy and materials costs involved. The operation of the rink and water is similar to other recreational facilities requiring daily monitoring and attendance. An additional \$200,000 per year is estimated to be required in future operating budgets if the rink is implemented as a fully functioning municipal facility. (See Attachment 6)

**PHASING** -- The proposed Civic Square in the Plan is conceived to be phased-in. A representation of the initial build-out is attached. (See Attachment 7). Should Council approve the rink/water feature, that element, given the amount of detailed design required, would not be in place until at least 2009. A full outline of the proposed phases will be provided in the final version of the Plan.

**LEED STATUS** -- The current project is aiming for a Silver accreditation under the Leadership in Environmental and Energy (LEED) rating system which the project is pursuing. The redesign of the Square, especially with the inclusion of the skating rink/water feature, may need to introduce additional environmental initiatives and investments, such as rainwater collection for irrigation, in order to maintain the Silver status. This is one of the issues needing to be addressed in the detailed design.

#### **RECOMMENDATION**

Staff are confident that the Plan developed addresses the public input expressed in the earlier survey and that the proposed level of design and finish in the proposed schematic for the Civic Square is appropriate for the significance of the space being created and the new buildings under construction surrounding it.

The Civic Precinct Urban Design Plan provides the vision that was missing from the development of the earlier design by looking at the area as a whole and providing the assurance that a coordinated approach to capital investment in the public realm will provide a much greater impact both for the Downtown and for the city as a whole.

The Plan is being presented as draft in order to solicit Council's support for the direction laid out in the report to enable staff to have substantive discussions with the current contract in order to complete the financial picture and also provide opportunity for public review prior to a final recommendation.

#### **CORPORATE STRATEGIC PLAN**

Goal #1 - An attractive, well-functioning and sustainable city

Goal #4 - A vibrant and valued arts, culture and heritage identity

#### **FINANCIAL IMPLICATIONS**

A full reporting on the costs indicated in the Plan and a financial and implementation strategy will be brought forward to Council as part of the next submission.

#### **DEPARTMENTAL CONSULTATION**

Corporate Property  
Engineering Services  
Operations/Traffic and Parking  
Transit Services

In addition, the recommendations in the Civic Precinct Urban Design Plan were developed in consultation with the Downtown Guelph Business Association.

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A draft version of the Plan was presented to the Downtown Coordinating Committee for discussion on February 19, 2008.

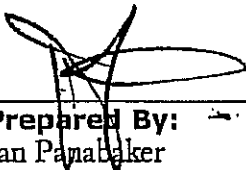
**COMMUNICATIONS**

N/A

**ATTACHMENTS**

- Attachment 1 -- Previous Corporate Services Reports - May 7, 2007 and May 22, 2007
- Attachment 2 -- Council Motion, May 27, 2007
- Attachment 3 -- Key Plan
- Attachment 4 -- Civic Precinct Strategic Urban Design Plan (Part 1), February 20, 2008
- Attachment 5 -- Current City Projects in Precinct Area
- Attachment 6 -- Preliminary Cost Estimate and Diagram
- Attachment 7 -- Schematic Phase 1 Implementation

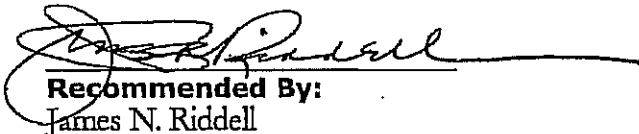
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Heritage & Urban Design Planner  
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ian.panabaker@guelph.ca



**Recommended By:**

James N. Riddell  
Director  
Community Design and Development Services  
519-837-5616 x2361  
jim.riddell@guelph.ca

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THE CITY OF  
Guelph

CORPORATE SERVICES DEPARTMENT  
CITY CLERK'S DIVISION  
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Inquiries: (519) 837-5603 Fax: (519) 763-1269  
Website: [guelph.ca](http://guelph.ca)

March 31, 2008

Mr. P. Cartwright  
General Manager of Economic  
Development Services

Dear Mr. Cartwright:

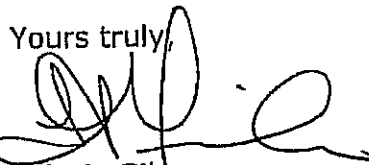
At a meeting of Guelph City Council held March 25, 2008, the following resolution was adopted:

"THAT the Wilson Street Parking Structure Report of the Downtown Economic Development Manager dated March 13, 2008, be received;

AND THAT staff be directed to proceed as outlined in the report of the Downtown Economic Development Manager dated March 13, 2008;

AND THAT a Parking capital project be created for a Wilson Street Parking Structure with a budget of \$400,000 funded by the Parking Capital Reserve;

AND THAT the Wilson Street Parking Structure conceptual design, project cost estimate, financial model and construction mitigation plan for the construction period be brought to Council for approval prior to detailed design and construction."

Yours truly,  
  
Lois A. Giles  
Director of Information  
Services/ City Clerk

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

LAG: db





THE CITY OF  
Guelph

CORPORATE SERVICES DEPARTMENT  
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Guelph, Ontario, Canada N1H 3A1  
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Website: [guelph.ca](http://guelph.ca)

March 31, 2008

Mr. P. Cartwright  
General Manager of Economic  
Development Services

Dear Mr. Cartwright:

At a meeting of Guelph City Council held March 25, 2008, the following resolution was adopted:

"THAT staff be directed to immediately implement the following actions:

- undertake the process to temporarily convert Wilson Street and Carden Street West (between Wilson and Wyndham) to one-way traffic and create angled parking adjacent to the businesses;
- convert the remaining staff parking spaces in the Wilson Street lot and adjacent to City Hall to 2 hour public spaces;
- create a temporary permit-only parking lot beside the Loretto Convent; and
- create improved signage and promotion of the short-term parking available at the Wilson and MacDonnell Street parking lots."

Yours truly,

Lois A. Giles  
Director of Information  
Services/ City Clerk

cc. Mr. D. McCaughan  
Ms. L.E. Payne

LAG: db





THE CITY OF  
**Guelph**

CORPORATE SERVICES DEPARTMENT  
CITY CLERK'S DIVISION  
City Hall, 59 Carden Street  
Guelph, Ontario, Canada N1H 3A1  
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Website: [guelph.ca](http://guelph.ca)

March 31, 2008

Mr. P. Cartwright  
General Manager of Economic  
Development Services

Dear Mr. Cartwright:

At a meeting of Guelph City Council held March 25, 2008, the following resolution was adopted:

"THAT staff be directed to add public 2 hour parking along the west side of the loading access lane to the New City Hall (approximately 9 spaces) as part of the opening of the New City Hall."

Yours truly,

Lois A. Giles  
Director of Information  
Services/ City Clerk

cc. Mr. D. McCaughan  
Ms. L.E. Payne

LAG: db





THE CITY OF  
**Guelph**

CORPORATE SERVICES DEPARTMENT  
CITY CLERK'S DIVISION  
City Hall, 59 Carden Street  
Guelph, Ontario, Canada N1H 3A1  
Inquiries: (519) 837-5603 Fax: (519) 763-1269  
Website: [guelph.ca](http://guelph.ca)

March 31, 2008

Mr. P. Cartwright  
General Manager of Economic  
Development Services

Dear Mr. Cartwright:

At a meeting of Guelph City Council held March 25, 2008, the following resolution was adopted:

"THAT staff be directed to add public 2 hour parking in front of the City Hall entrance at the corner of Carden and Wilson Streets (approximately 12 spaces, including 3 barrier-free spaces) as part of the opening of the New City Hall."

Yours truly,

Lois A. Giles  
Director of Information  
Services/ City Clerk

cc. Mr. D. McCaughan  
Ms. L.E. Payne

LAG: db





THE CITY OF  
**Guelph**

CORPORATE SERVICES DEPARTMENT  
CITY CLERK'S DIVISION  
City Hall, 59 Carden Street  
Guelph, Ontario, Canada N1H 3A1  
Inquiries: (519) 837-5603 Fax: (519) 783-1269  
Website: [guelph.ca](http://guelph.ca)

March 31, 2008

Mr. P. Cartwright  
General Manager of Economic  
Development Services

Dear Mr. Cartwright:

At a meeting of Guelph City Council held March 25, 2008, the following resolution was adopted:

"THAT staff be directed to provide an interim landscaping treatment and signage for the remaining area in front of the New City Hall for the opening of the building in 2008."

Yours truly,

Lois A. Giles  
Director of Information  
Services/ City Clerk

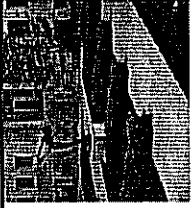
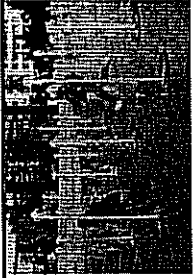
cc. Mr. D. McCaughan  
Ms. L.E. Payne

LAG: db



# Guelph Market Place Strategic Urban Design Plan

Final Draft



City of Guelph  
May 5, 2008

**URBAN  
STRATEGIES  
INC .**

# Contents

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# 1. Introduction

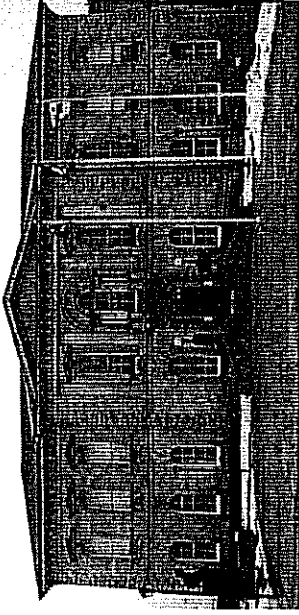
The primary intent of this plan is to guide the design of three major public projects planned to be built in the very near future—a civic open space in front of the new City Hall and Provincial Courts, an inter-modal transit station on Carden Street, and a mixed-use parking structure on Wilson Street.

Downtown Guelph is at a pivotal point in its evolution. Provincial and City land use policies, coupled with the growing trend toward urban lifestyles, are expected to result in significant new development and several thousand new residents Downtown over the next few decades. With its rich heritage and arts programming, it is also poised to attract more employers and entrepreneurs and become a major tourist destination.

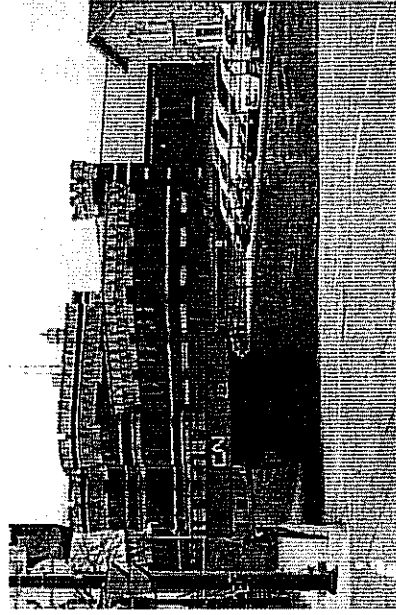
The heart of Downtown is undergoing major change that has the potential to significantly enhance the image of the city's core and provide a catalyst for further development. The new City Hall will be completed in Fall 2008, after which old City Hall will be renovated as a Provincial Courthouse; an inter-modal transit station incorporating the historic train station is scheduled for construction in 2009; and a future public parking deck on Wilson Street. These facilities, together with the historic Armoury, the Farmers' Market, the Downtown Police Station and surrounding buildings form a distinct precinct within Downtown, historically known as Market Place. Generally, the boundaries of the precinct are MacDonell Street to the north, Fountain Street and Farquhar Street to the south, Norfolk Street and Gordon Street to the west, and Woolwich Street to the east.

Looking holistically at Market Place and focusing on the sites for the major initiatives identified above, this Plan provides objectives, a physical framework and urban design guidelines for the new Civic Square, the Inter-modal Station and the future Wilson Street parking deck. The Plan also conceptualizes a new civic destination on the Armoury site. The overarching goal of the Plan is to ensure that the planned public initiatives, individually and collectively, maximize their contribution to the attractiveness, liveability and civic role of Downtown. It concludes with a set of recommended actions that look beyond the planned initiatives to other steps necessary to achieve the broad vision and objectives for the precinct.

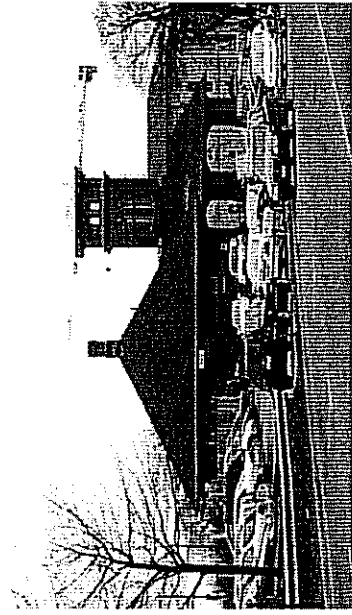




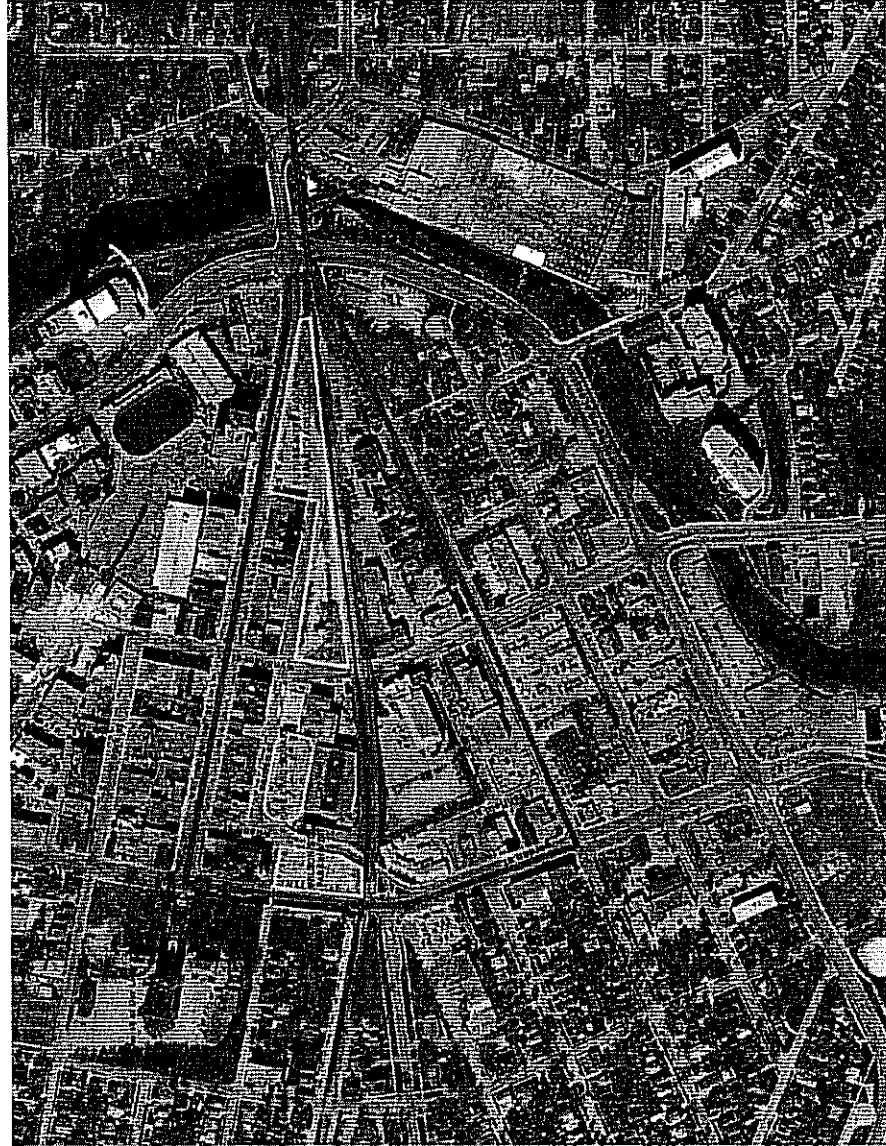
Old City Hall (Future Provincial Courthouse)



The Armoury



VIA Train Station



The Study Area

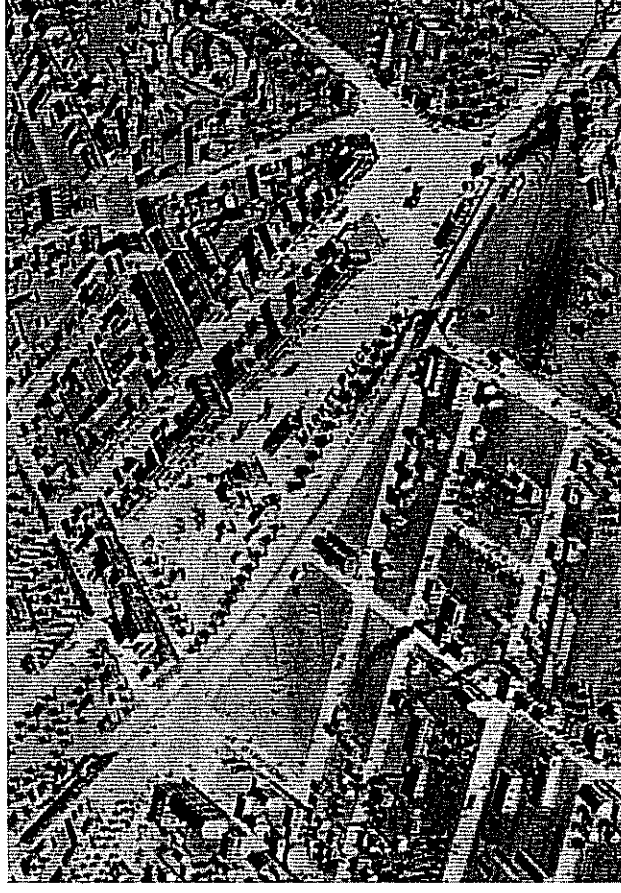


## 2. Context and Opportunities

Guelph's civic heart has long been located in the wedge of land that straddles the railway through Downtown. The wedge was planned by John Galt as the Market Grounds and has functioned in this capacity throughout Guelph's history. The historic City Hall building was built in 1856 at the same time as the railway arrived to bisect the original town plan. Because of this division, during the 19th century the market developed to the east and west of City Hall and the major commercial development of Downtown took place further north. The Winter Fair building was constructed in 1900 and enlarged in 1909; this brought the exhibition facilities out to Carden Street and south of the tracks to the Horse Stables (now used for the Farmers' Market). Around the same time, in 1908, the Armoury was constructed south of City Hall. In 1911, in a major undertaking, the rail line was elevated, creating the underpasses and retaining walls we see today; the present train station was also built then, replacing the original station that had been located closer to the Speed.

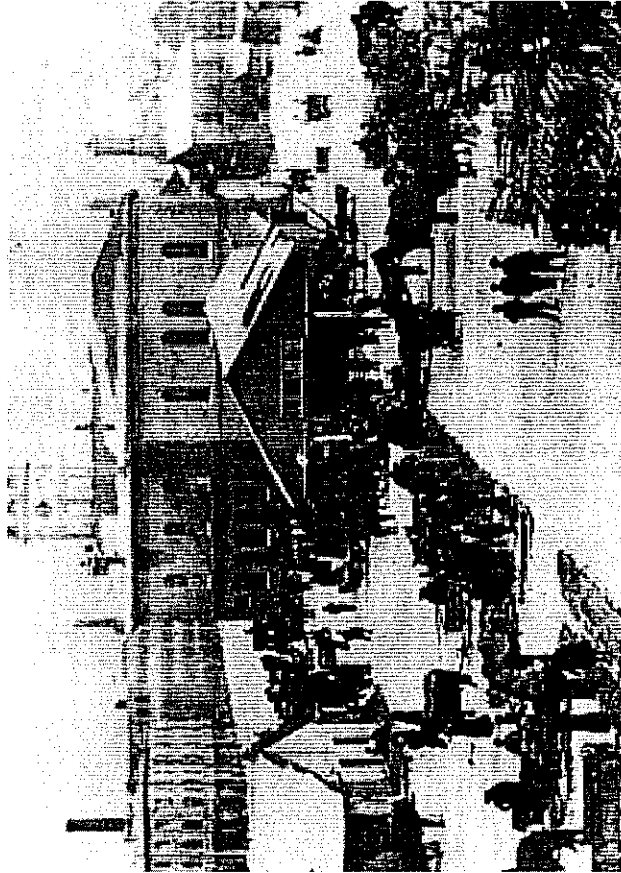
The 20th century saw the removal of some of these buildings and adjacent historic fabric, notably the projecting section of the Winter Fair building (which had been turned into Memorial Gardens in the 1940s) and buildings on Wilson Street where the parking lot is now located. A significant infrastructure project took place in 1965 when Norfolk Street was reconnected to Gordon Street under the rail lines.

The area's historic character has been defined by flexible spaces and a range of uses, including commerce, transportation, gatherings, military, recreation, exhibitions and governance. For much of its existence, the area was open, uniformly surfaced and active. The 19th century urban structure is largely intact though well-worn, and the disjuncture caused by the rail corridor remains unresolved. This precinct plan provides the opportunity to examine current conditions and provide direction for future public uses, development and infrastructure.

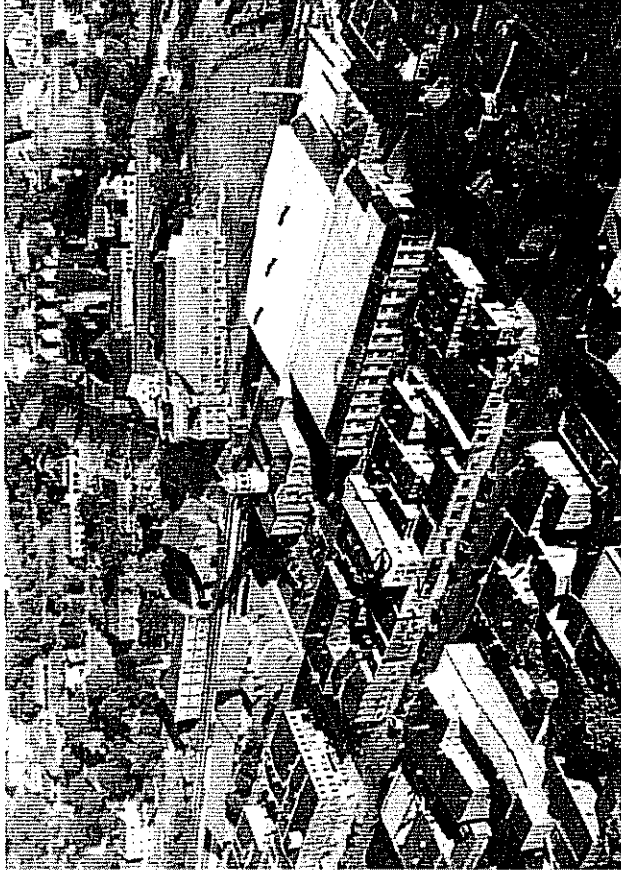


*A view of the precinct in 1872.*

*(Drawn by H. Grosius)*

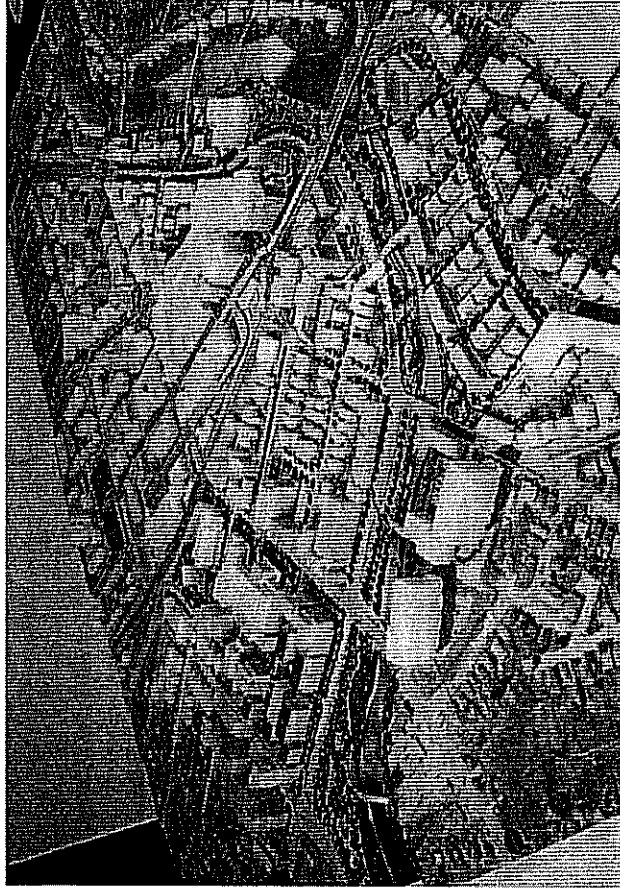


Market Place in 1896.



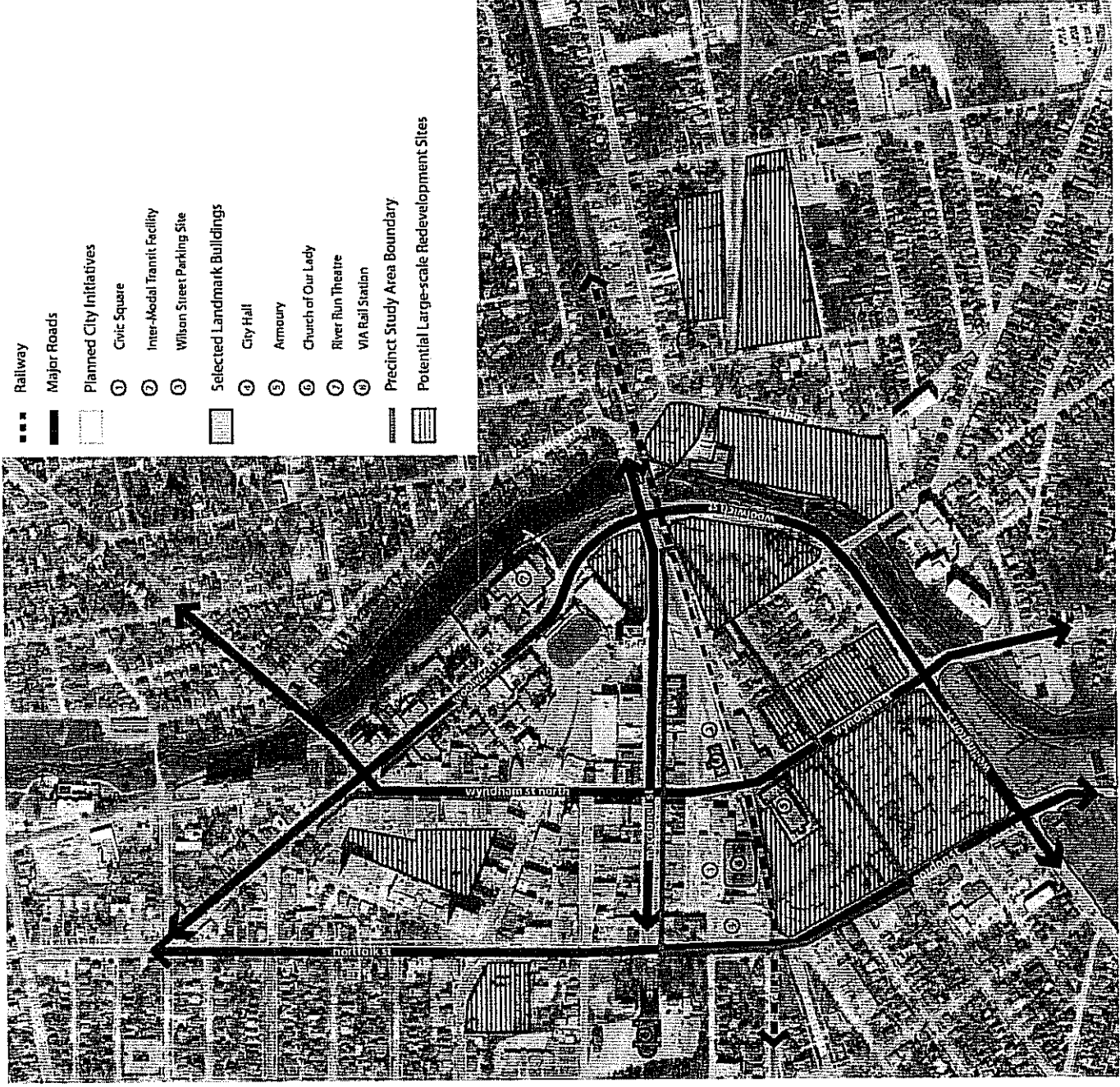
Aerial view from 1940.

With much of Guelph's future urban growth intended to occur within its built-up areas, and the prime target being Downtown, Market Place is destined to change in dramatic ways in the 21st century. The areas south of Market Place, on both sides of the Speed River, have the potential to accommodate thousands of new residential units as well as office and other employment uses through the redevelopment of underutilized land and abandoned industrial sites. The thousands of new residents who move into Downtown, many attracted by high-quality public spaces, will bring new life to Market Place as they seek daily amenities and urban experiences.

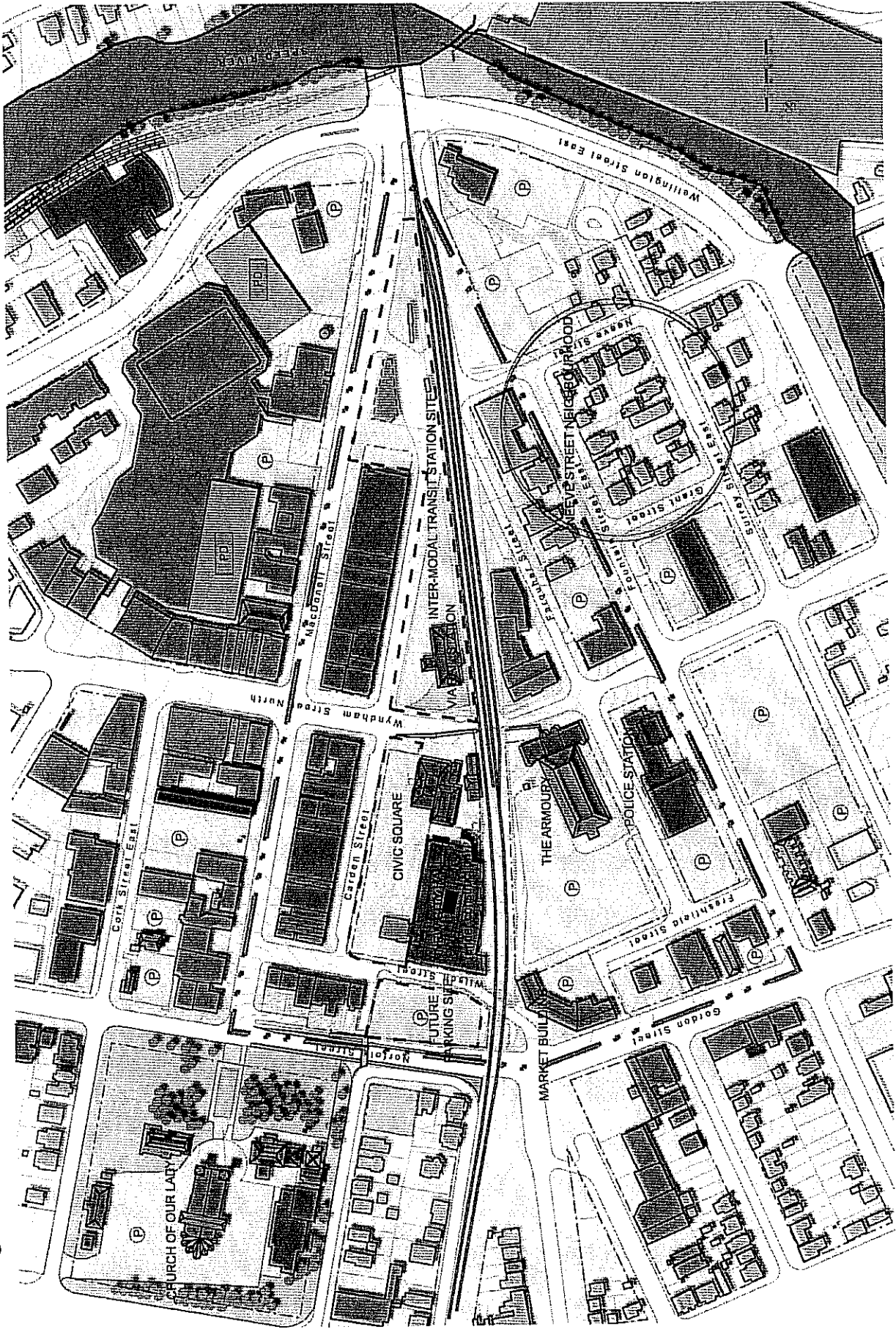


*As illustrated in this model produced at the Downtown Charrette held in September 2007 and in the diagram at right, the areas south of Market Place have the greatest potential for growth and change. The white buildings in the model represent existing structures, and the blue buildings represent potential new development.*

# Context Diagram

















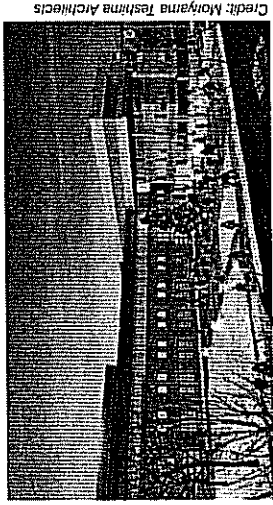
# Existing Conditions



Today Market Place is largely defined by its historic civic and commercial buildings and the soon-to-be-completed new City Hall. Large areas dedicated to parking and storage also dominate, contributing to a lack of coherence and connectivity. The streets that pass under the rail corridor provide for vehicular movement through Downtown but do not accommodate pedestrians comfortably, reinforcing the north-south divide within the core. Generally, streetscapes are undistinguished and do not complement the rich architectural fabric of the area. While historic buildings and their functions give the precinct a clear identity, the undeveloped and unpopulated spaces around the buildings make for an uninviting environment.

#### LEGEND

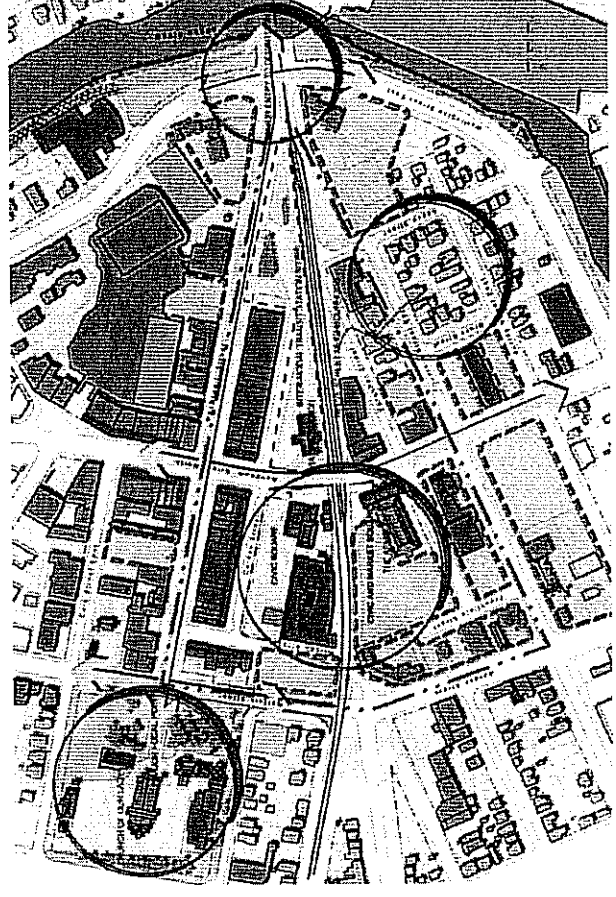
-  Commercial Buildings
-  Civic Buildings
-  Residential Buildings
-  Place of Worship
-  Designated Heritage Buildings
-  Industrial Buildings
-  Open Space
-  Parking Deck
-  Parking
-  Study Boundary
-  Primary Streets
-  Potential Development Sites
-  Active commercial interface
-  Active civic interface



Rendering of new City Hall

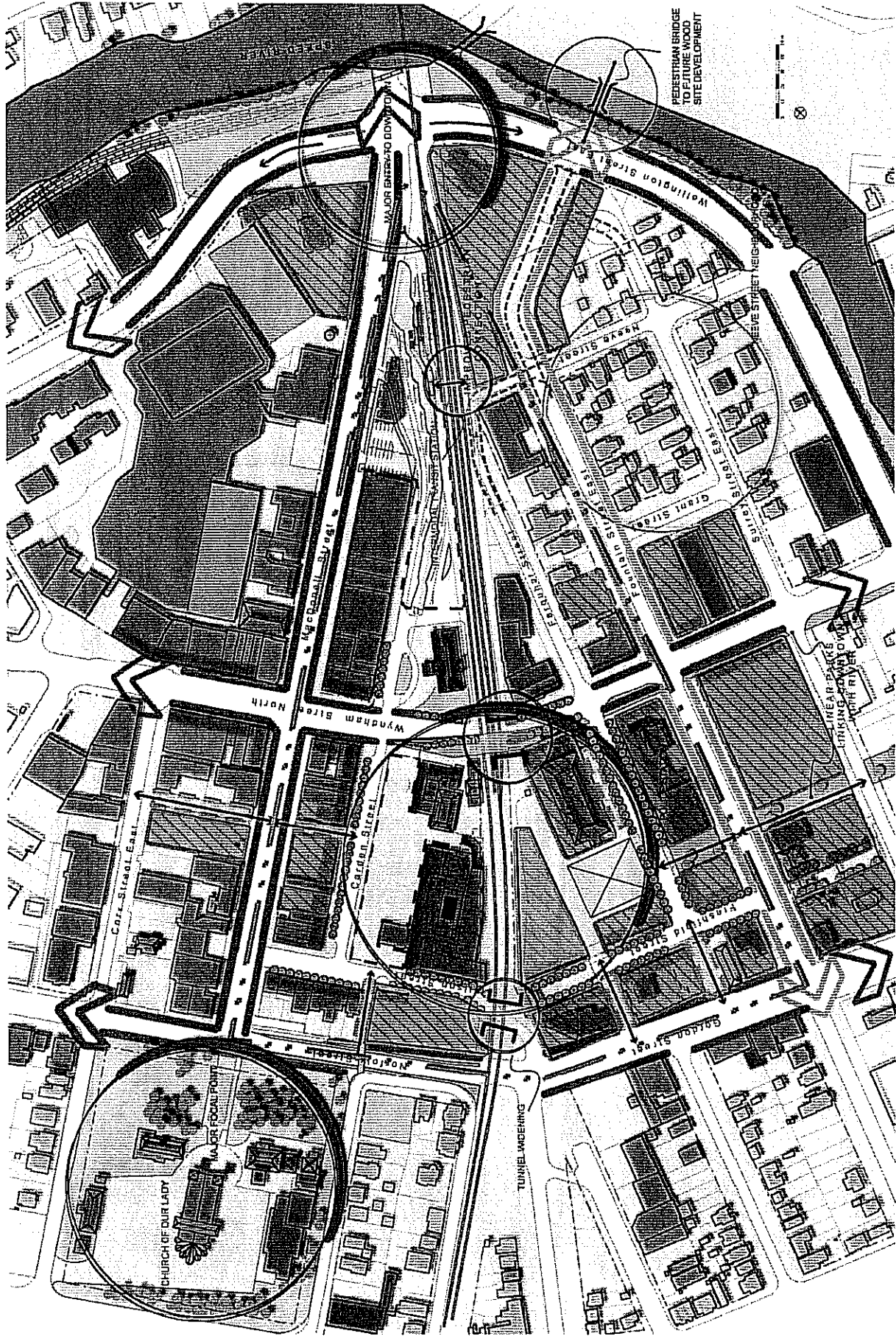
Credit: Horigama Testima Architects

In addition to its civic and transit functions, Market Place has a critical role to play in helping to connect key destinations and other precincts Downtown. MacDonnell Street, Norfolk Street, Wyncham Street, and Woolwich Street are the primary roads bordering and within Market Place. Complementing this coarse pattern of primary roads, the secondary roads and public open spaces in the Precinct have the potential to reinforce physical and visual connections between the Church of Our Lady and the Speed River. Even with the rail corridor acting as a barrier, new public spaces and streetscapes can help to connect the commercial heart of Downtown to what is expected to become a dense neighbourhood south of Market Place.



Precinct Structure




















# City-building Opportunities





Physical changes in and around Market Place have the potential to transform the heart of Downtown and set the stage, and the tone, for other public and private investments. The most significant short-term opportunity is the soon-to-completed new City Hall and Civic Square, which together should become an important daily and special-event destination. Across the tracks, the Armoury site holds an equally enormous opportunity.

#### LEGEND

-  Commercial Building
-  Civic Building
-  Residential Building
-  Place of Worship
-  Designated Heritage
-  Industrial Use
-  Open Space
-  Parking Deck
-  Parking
-  Study Boundary
-  City Initiative
-  Development Potential
-  Tunnel Widening
-  Active commercial interface
-  Active civic interface
-  Pedestrian connection public space
-  Primary Streetscape Enhancement
-  Secondary Streetscape Enhancement
-  Civic/Market Streetscape Enhancement
-  New street connections



With relocation of the current uses, the Armoury building and its parking lot could become a major new civic, cultural and commercial attraction. The historic building could be renovated and "opened up" to accommodate arts programs, a permanent public market and other community uses. The remainder of the site could be redeveloped as a unique cultural destination that includes artists' studios and housing, seasonal market stalls and relocated historic structures, all surrounding a new public plaza.

East of Wyndham Street, the planned Inter-modal Transit Station could evolve, in the longer term, into a larger facility, potentially structured and integrated with other development, using land on the south side of the tracks, specifically either a portion of the Hammill site or Marsh Tire site. The City should investigate the feasibility and appropriateness of such a facility. These and other potential changes south of the tracks should be explored in consultation with the Neeve Street Neighbourhood.

Mitigating the barrier effect of the railway will be an ongoing challenge. There are three important opportunities to improve underpass connections. The Wyndham underpass can be widened to allow the creation of a continuous, heavily-greened promenade on the west side of the street, from Carden Street to the river. With relocation of the existing Farmers' Market, Freshfield Street can be extended to meet Wilson Street under the railway. And at the top of Neeve Street, an improved pedestrian underpass is planned as part of the Inter-modal Transit Station. Much can be done to improve pedestrian connections and streetscapes generally within and around Market Place, through tree planting, widening sidewalks and adding street furniture. Within a renewed framework of streets and other public spaces, are numerous redevelopment opportunities, some on public land, many on private land. As both public and private opportunities are realized, the Downtown will be redefined as a place to live and visit.

# 3. Objectives

The planned public initiatives and the many other opportunities within Market Place inform a set of objectives, developed through the study process. These objectives provide a foundation for the urban design framework and guidelines for the precinct and should themselves inform the development and evaluation of future initiatives.

## Priority objectives:

- Create a signature civic square for flexible use and enjoyment by all year-round
- Provide an expansive setting for civic and cultural events and daily shopping and dining that includes the square and adjacent public realm
- Establish an accessible, safe, attractive and efficient multi-modal transit station that addresses current issues and opportunities

## Other important objectives:

- Establish new facilities and an attractive setting for the public market
- Provide convenient and adequate parking for employment, shopping and visiting
- Encourage sensitive infill development and broader economic development
- Improve the image and comfort of the pedestrian environment
- Reduce the barrier effect of the rail corridor
- Enhance pedestrian connections to surrounding areas and the river
- Maintain and celebrate the character of historically and architecturally significant structures
- Facilitate the development of a long-term multi-modal transit station that supports broad goals for Downtown living and economic development

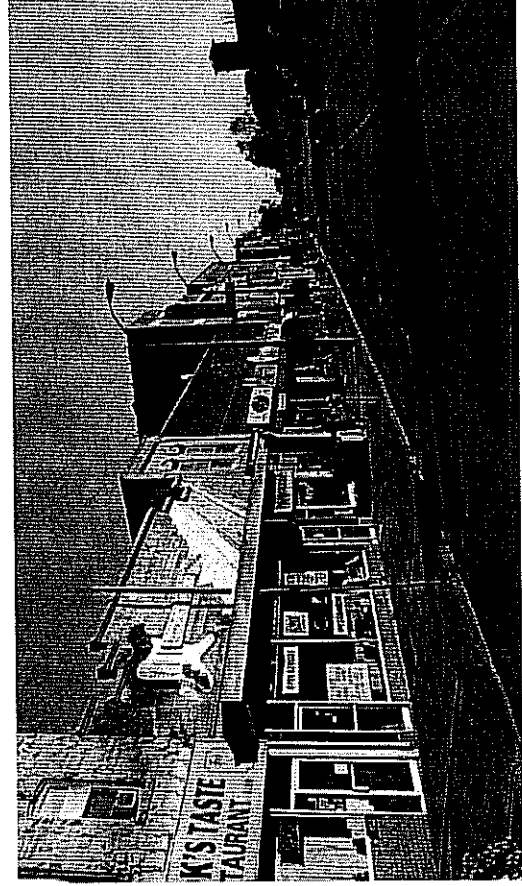
# 4. Urban Design Framework

The Urban Design Framework focuses on the Civic Square site and Armoury site and the immediate surroundings of both. These areas hold the greatest opportunity for "place-making" and "city-building" within the precinct. The Urban Design Framework illustrates a conceptual vision and identifies a number of important design features. The intent is to help ensure that new open spaces, enhanced streetscapes, and existing and new buildings work together to achieve the City's objectives for the area and support broader Downtown renewal.

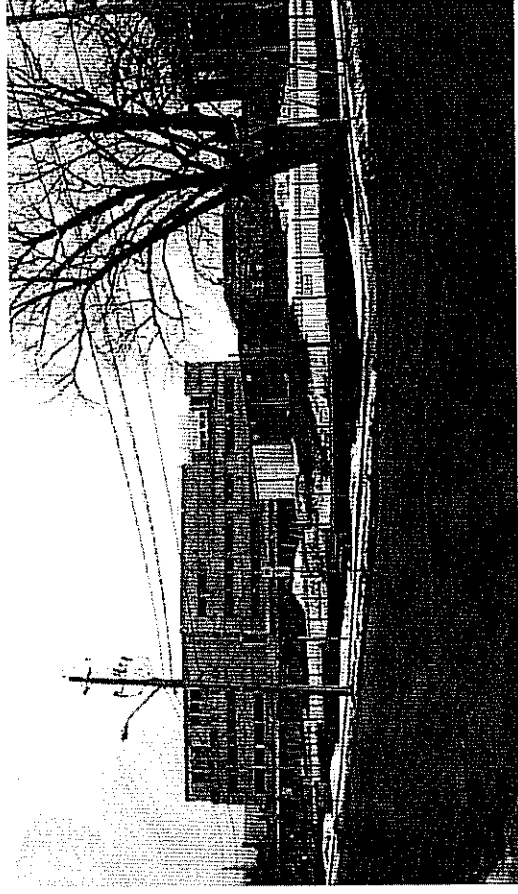
At the center of the framework are two new places, one planned and one to be pursued, that have the potential to establish a unique and remarkable setting for a variety of civic and day-to-day activities:

- a multi-purpose, artfully-designed Civic Square with strong pedestrian linkages to Downtown destinations to the north and east;
- a year-round Public Market and Arts Center in the historic Armoury Building, complemented by a mix of other attractions on the site—outdoor market stalls, galleries, live/work space for artists and artisans, and a multi-use plaza.

Improvements to the surrounding streetscapes, incremental infill development and facilities for parking, as generally outlined in the Framework, will be integral to the vitality and success of these new places.



*Carden Street looking east*



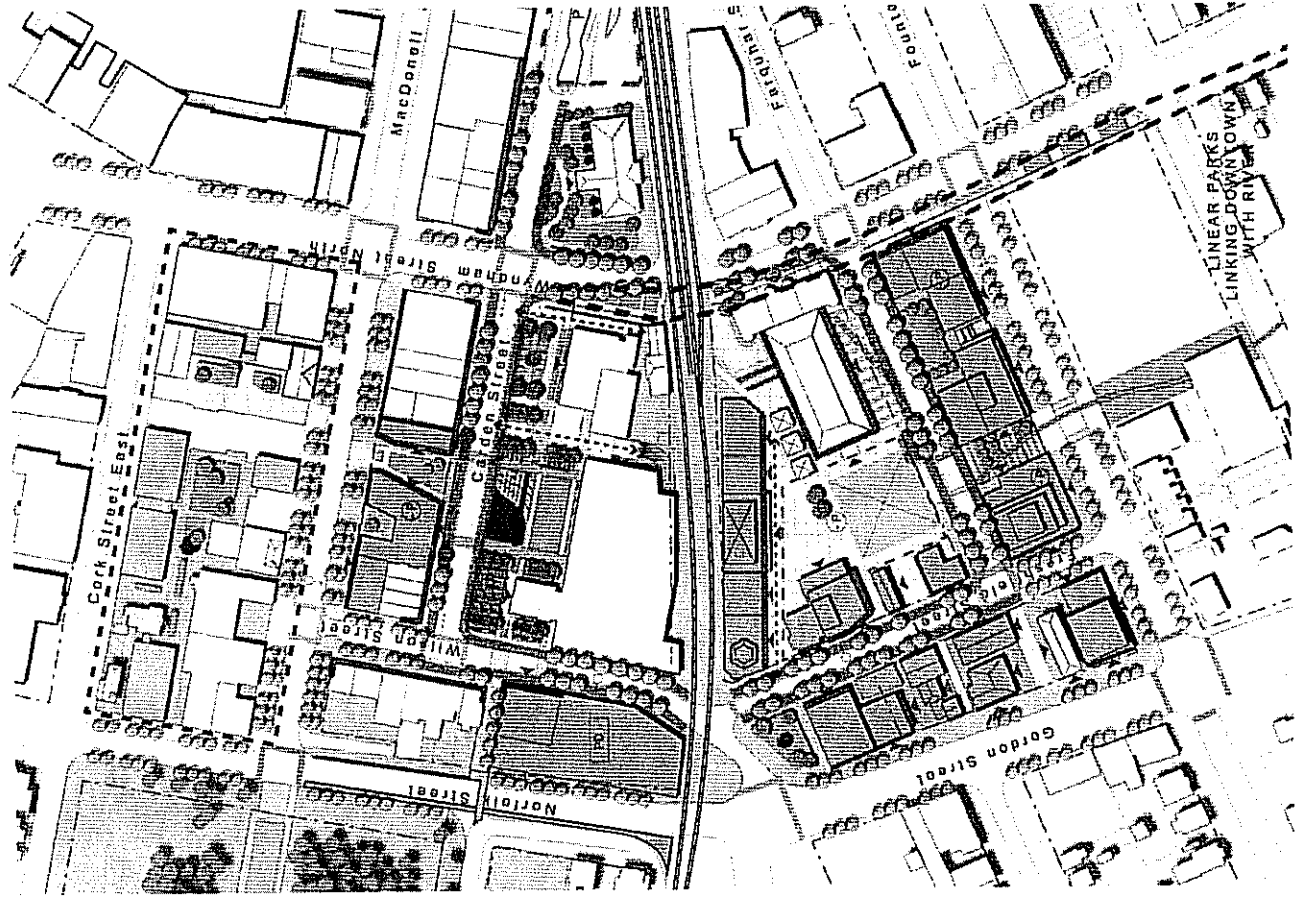
*Rear of the Armoury site - at Freshfield Street and Farquhar Street*

### The main elements of the Urban Design Framework include the following:

- A Civic Square that provides a variety of experiences linked by strong east-west connections, and which physically and, at times, functionally extends beyond the front of the new City Hall to include sections of Carden Street and Wilson Street.
- Mid-block open spaces north of the Civic Square, achieved through future redevelopment, which provide pedestrian links and an intimate setting for commercial uses. In time, these links could extend to the Baker Street site.
- A schematic plan for the Armoury site that supports the concept of a public market and cultural destination. The plan includes low buildings against the rail embankment with ground-floor commercial uses, a mid-rise mixed-use building and significant new public spaces surrounding the historic Armoury building.
- Mid-block open spaces south of the Armoury site to improve pedestrian connections through the area and to the river.
- Long-term redevelopment of the police station site with low and mid-rise buildings that would help to frame and enliven the new market.

- The conservation and enhancement of historic and architecturally significant buildings, some of which can accommodate 1-2 additional floors.
- A beautified landscape and drop-off/pick-up area, and the removal of parking, in front of the train station which connects the station to the Civic Square.
- Enhancements to the pedestrian realm of all streets, beginning with pavement widenings, tree plantings and street furnishings to support shopping and dining on Carden Street and Wilson Street.
- A park-like promenade along the west side of Wyndham Street, beginning at Carden Street and extending to the river.
- Distinct paving to mark crosswalks at key intersections.
- A 4-storey parking deck on Wilson Street with a secure bicycle storage facility and active uses and on the ground floor at the northeast corner of the site.
- A strategy to incorporate public parking into redevelopment sites to provide better distributed facilities.

# Urban Design Framework



## LEGEND

### Built Form

- Building Envelope
- Area for Future Study
- Existing Building
- Required Commercial Frontage
- Encouraged Commercial Frontage
- Active Public Use at Grade

### Public Realm

- Civic and Market Square Streetscape Zone
- Local Street Streetscape Zone
- Existing Open Space
- Proposed Open Space / soft landscape
- Wyndham Street Linear Park
- Carden Street Landscape Enhancement Zone
- Wilson Street Landscape Enhancement Zone
- Special Paving Treatment
- Hard Surface Plaza
- Armoury Square

### Movement

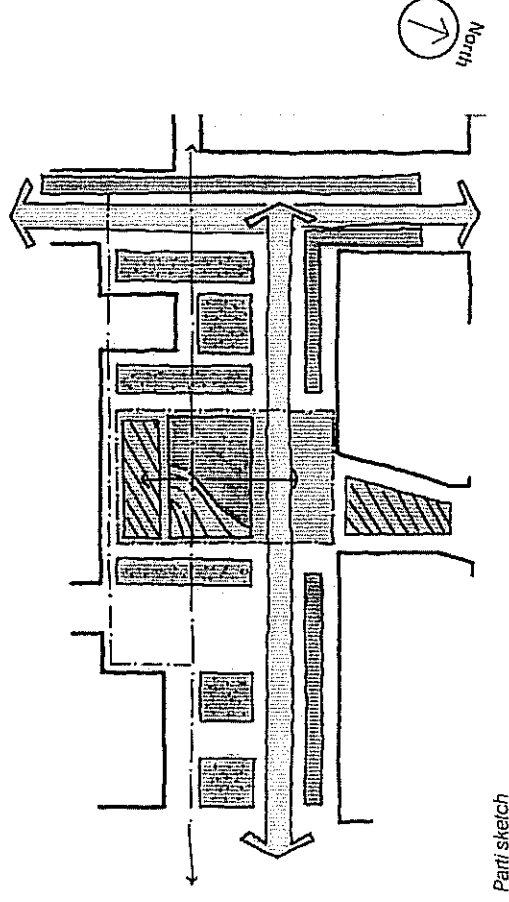
- Parking Deck
- Parking and Service Access Point
- Pedestrian Crosswalk
- Building Access Point
- Vehicular Service Access
- Parking Below



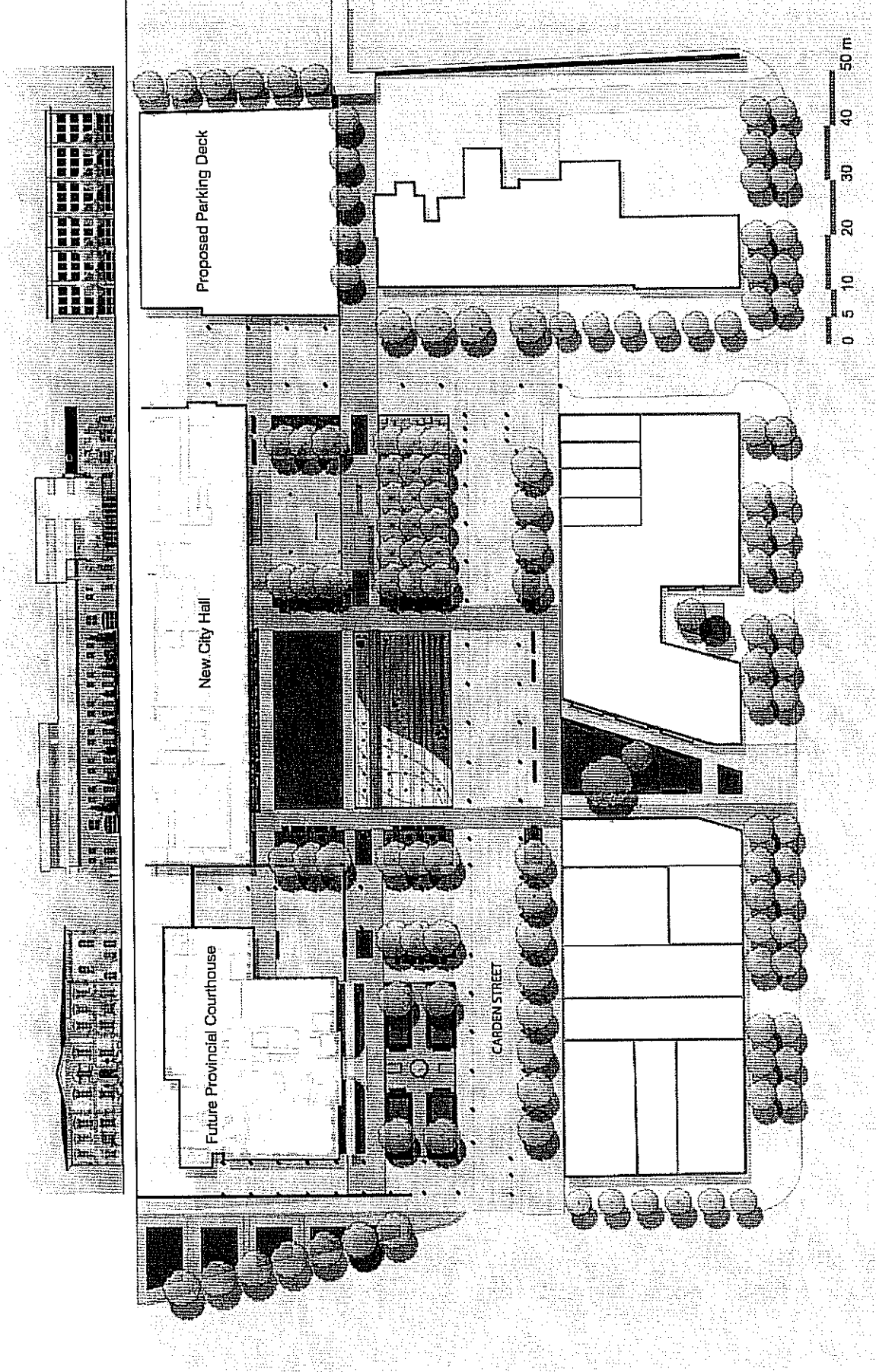
# 5. Civic Square

The new Civic Square will be a very important open space addition to Downtown Guelph. It will provide a setting for civic events but should also engage residents on a daily basis and distinguish the city for visitors. It should complement the old and new buildings around it and enhance the overall image of Downtown. The Square will also make a statement about Guelph's values as a community and its aspirations for the physical quality of the city.

The departure point, or parti, for the Civic Square concept plan is the idea that the Square should contain distinct and clearly defined places that respond to the shape and character of the civic buildings, and which are linked by strong east-west pathways. It is also a central premise that the Square should include not only the spaces in front of the old and new City Hall buildings but also the sections of Carden Street and Wilson Street abutting these spaces. Engaging and enhancing the abutting streets will better integrate surrounding businesses in the daily life of the Square, City Hall and the Provincial Courthouse. The streets will remain open to vehicles and have parking on one side but can be closed for special events, functionally enlarging the Square.



# Civic Square Concept Plan



The design concept and guidelines for the Civic Square, developed in consultation with City officials and community representatives, recognize the vital role the Square will play in the city as a whole and in the evolving Downtown. Four overarching principles underpin the concept and guidelines:

**Functionality** – The Square should be designed to be used and enjoyed on a daily basis by Downtown workers, residents and visitors and also to accommodate civic functions, festivals, celebrations and other special events.

**Connectivity** – As a central gathering space between other important Downtown destinations, the Square should facilitate and accentuate pedestrian movement east-west and north-south.

**Beauty** – The Square should demonstrate excellence in contemporary landscape design, integrating hard and soft features and natural and artistic elements reflective of Guelph's heritage to create a distinct and memorable place.

**Green** – True to Guelph's environmental values, the Square should be designed to use natural resources efficiently, mitigate the "urban heat island" effect, and promote diverse and hardy native species.

The concept for the Civic Square embodies these principles and should be the basis for the detailed design of the space. The design guidelines for the Square are summarized here and illustrated by the concept and other drawings on the following pages. The accompanying photographs illustrate examples of proposed elements.

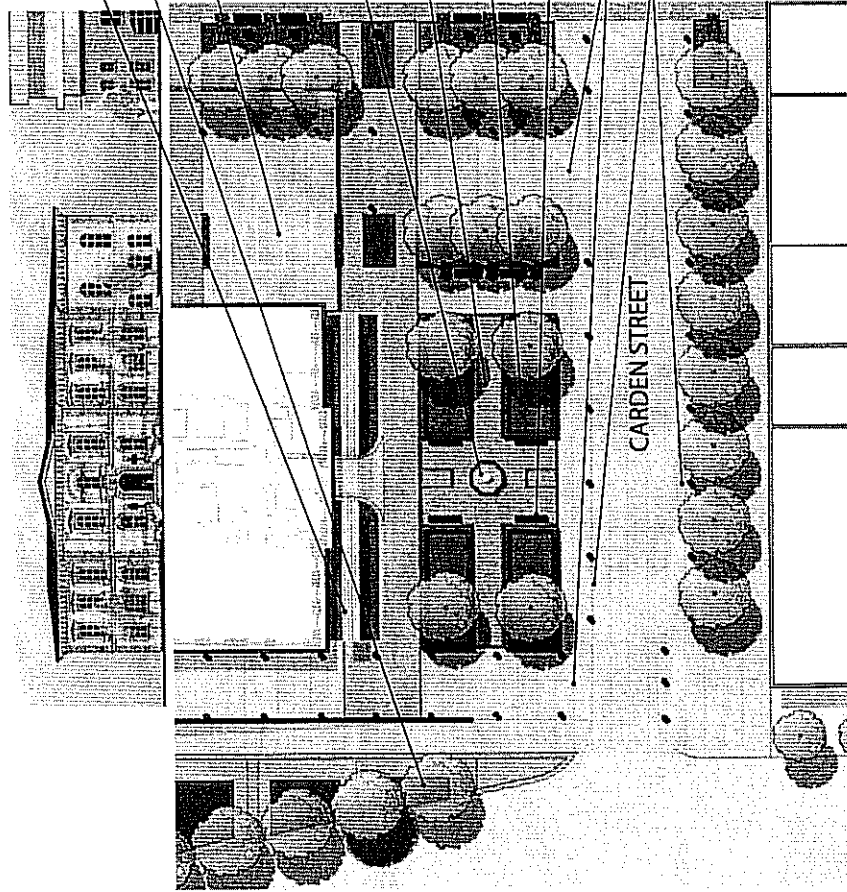
## General Guidelines

The Civic Square should:

1. Contain flexible space that can accommodate a range of community and cultural events
2. Seamlessly integrate Carden Street, Wilson Street and a future mid-block connection into the perceived and functional space of the square
3. Reinforce east-west movement corridors along the historic City Hall wall, through the middle of the square and along the north side of Carden Street
4. Use trees to complement the architecture of the civic buildings and define distinct places within the Square
5. Incorporate a skating rink and water feature as seasonal amenities - water feature should be be accessible and interactive and designed for a full sensory experience
6. Integrate hard and soft elements for children's play
7. Incorporate both formal and moveable seating
8. Provide a balance of shaded and unshaded areas
9. Contain primarily native species of trees, shrubs, ground covers and other vegetation
10. Provide settings for sculpture and heritage interpretation
11. Enhance the pedestrian realm on Carden Street and Wilson Street with widened boulevards, pedestrian scale lighting, large street trees and furnishings.
12. Provide opportunities for future public art installations
13. Incorporate up-lighting on heritage buildings and rooftop lighting for special events
14. Maintain vehicular access through the area and to parking and service areas
15. Maintain on-street parking on Wilson Street and the north side of Carden Street
16. Ensure accessibility by all via wide paths, ramps and parking
17. Highlight views to the major openings in the historic wall
18. Provide for best-practice stormwater retention and rainwater harvesting as appropriate



Civic Square  
Courthouse Gardens



Accessibility ramps framing both sides of staircase

Green promenade on Wyndham Street (future)

Accessible parking spaces

Public art

Special paving material to delineate garden space

Formal landscape with hedge and native plantings

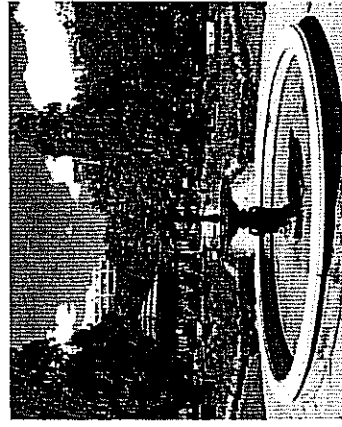
Stone benches

Vehicular access delineated by bollards

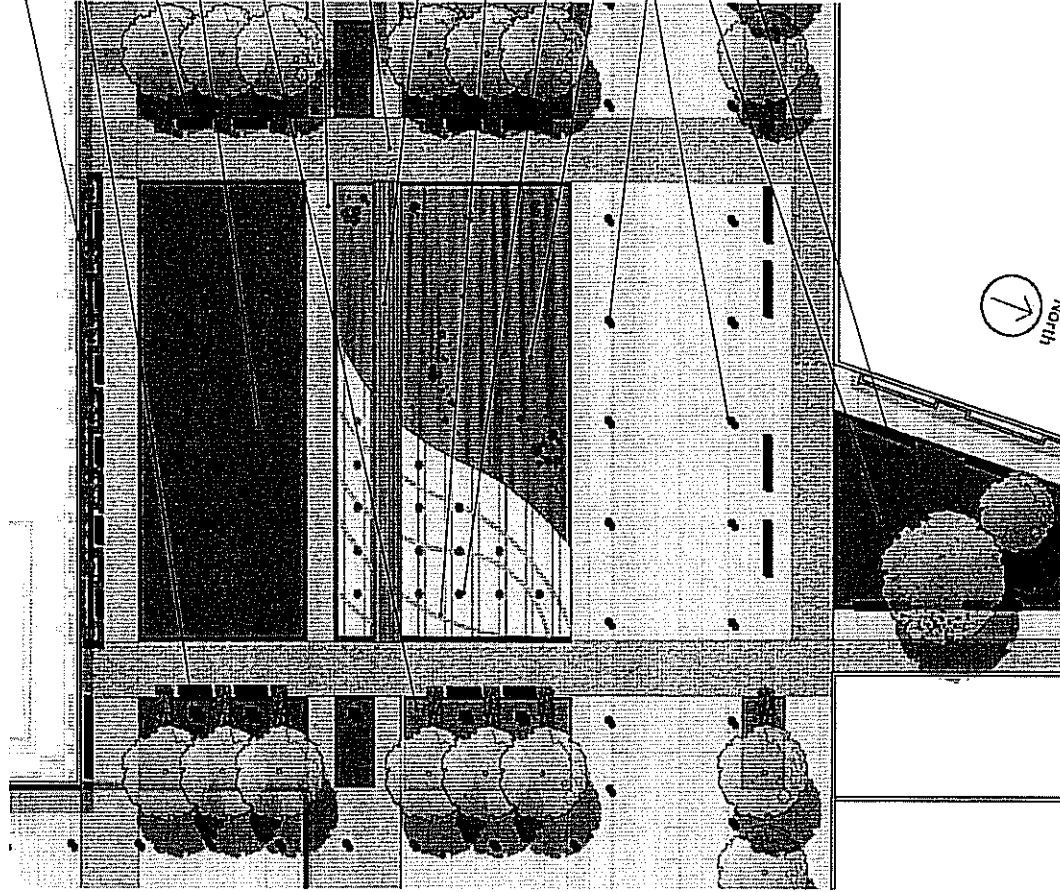
Flush curbs and continuous paving treatment "extend the square" across the street



*Landscape with hedges and planting that may change seasonally (L); a water feature as a focal point in the centre of the gardens (R)*



# Civic Square Central Square



Columnar trees and hedge planting within a stone planter frame the building facade

Locations for public art

Stone benches

Central, multi-use lawn with informal, moveable seating; the "forecourt" to City Hall

Turf with sculptural hedge

Paving treatment that delineates east-west pathway

Paving treatment that delineates north-south banding

Wood deck that spans the "pond" (promote opportunities to stand over water); removed in winter to create skating rink

Graded surface allows for a "dry" landscape, with bands of paving treatment

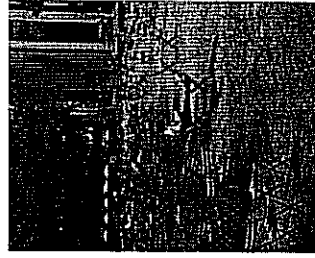
Water jets provide opportunities for play and visual interest

Shallow "pond" with lilies

Depressible bollards delineate street edge

Landscape bed or lawn

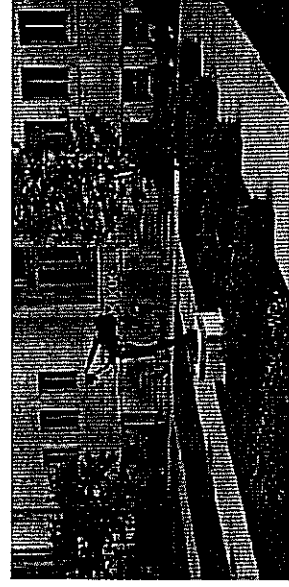
Stone benches



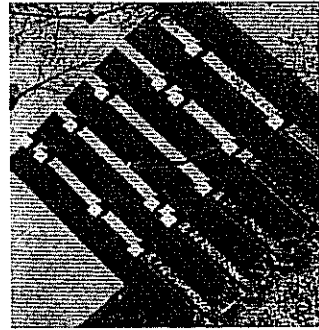
Lawn with informal, moveable seating



Paving material that varies in material, colour and texture



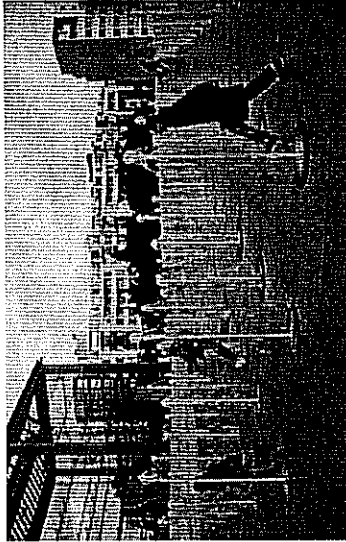
Landscape with sculptural hedge and public art



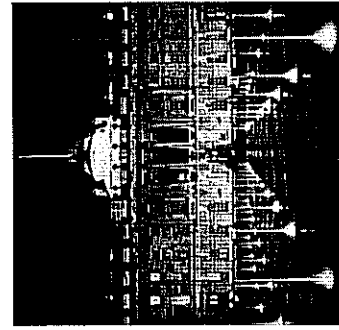
Linear bands of wood "decking" at Osaka City University (L); pedestrian bridge spans a shallow pond (R)



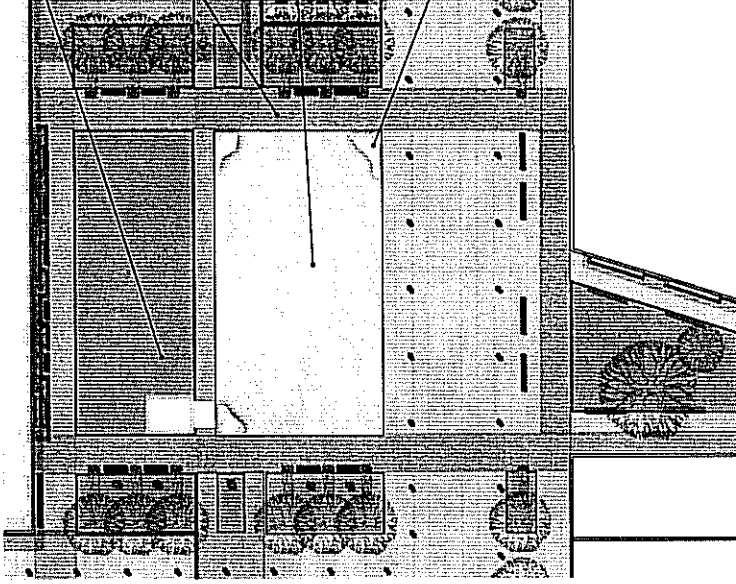
Pond lilies



Jets with recessed spauls



Lighting accentuates water jets at night (L); ice skating in the winter (R), Somerset House, London



Winter Skating Rink

Lawn may be used for zamboni parking, temporary structure for skate rentals and changing, and snow storage

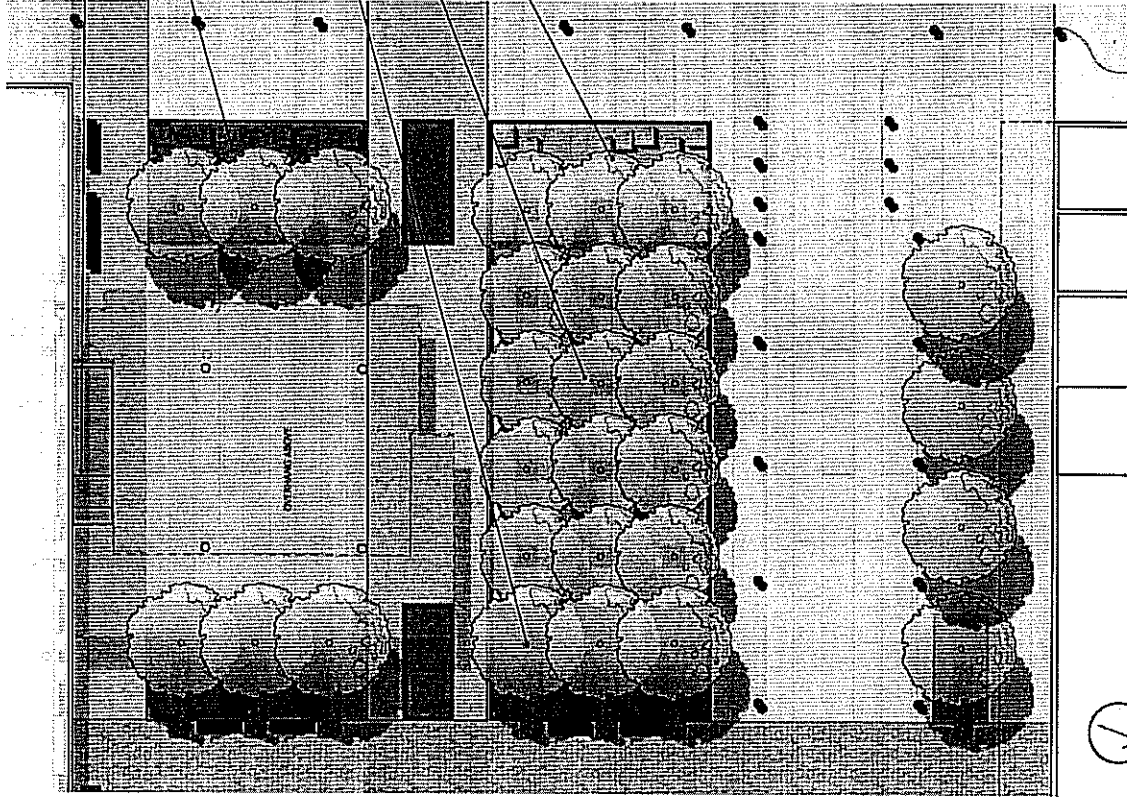
Skate mats required on north, west and east sides of rink

Utilize best practices in energy efficiency for rink infrastructure

Rounded corner inserts can assist zamboni operations

The preferred location for the water feature and rink is in the middle of the "extended square", south of the lawn. Here, the pond and water jets can figure prominently in the experience of arriving at City Hall and, in winter, skaters will help to animate the street. A centrally located water feature also provides the opportunity for a temporary stage with an optimal viewing angle to the extended square and Carden Street. By being close to the historic wall, the lawn should see less foot-traffic and be a more tranquil place for sitting.

Civic Square  
City Hall Entry



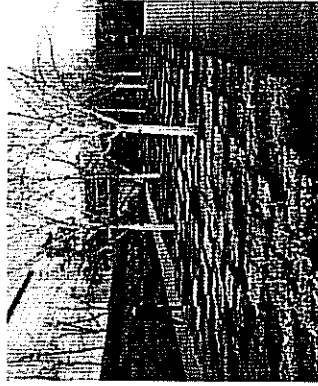
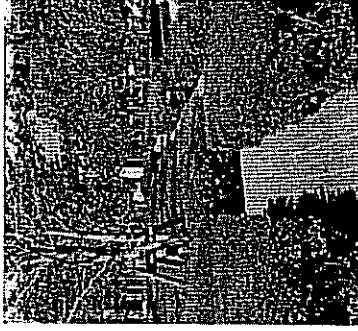
Main entrance to City Hall

Sculptural hedge and trees with pedestrian pathways to maintain access to entrance (possible public art commission)

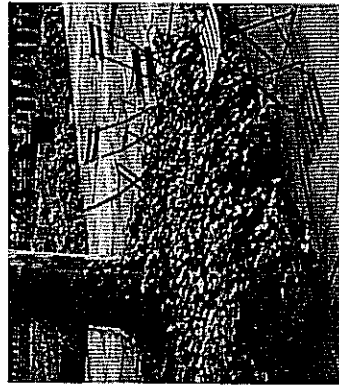
Turf with sculptural hedge and trees

Landscape bosc with high-branching trees and paved pedestrian ways (min. 4 m width)

Sculptural stone seat area (possible public art commission)



Sculptural hedge and trees

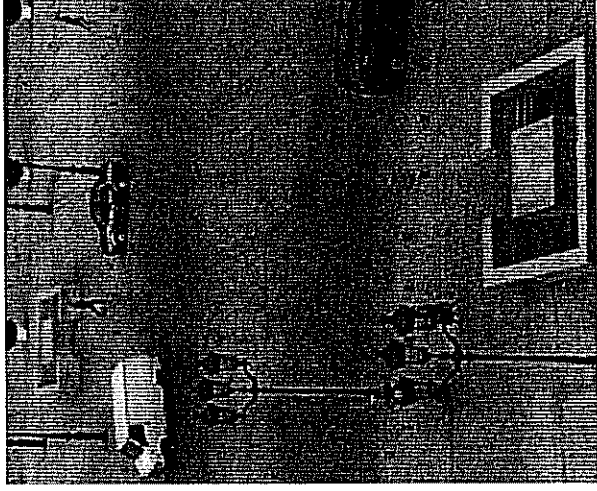
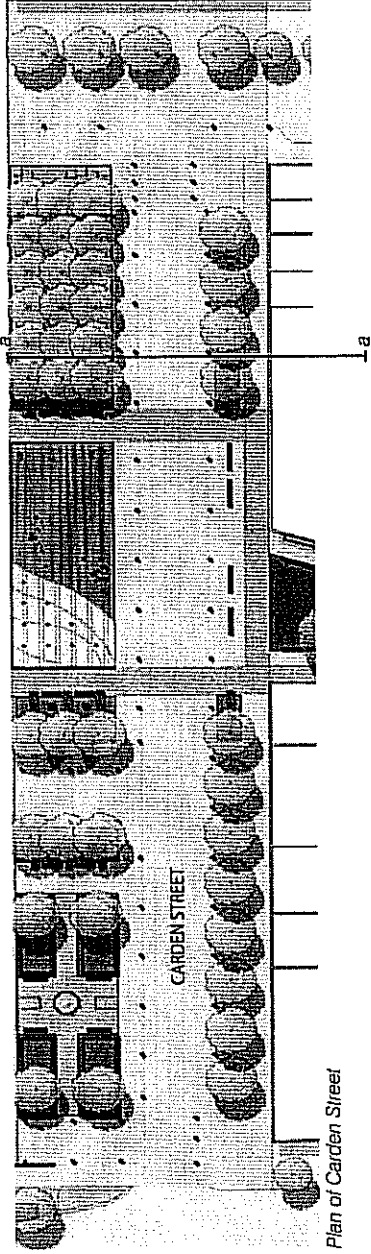


Open tree pits with groundcover/landscape material

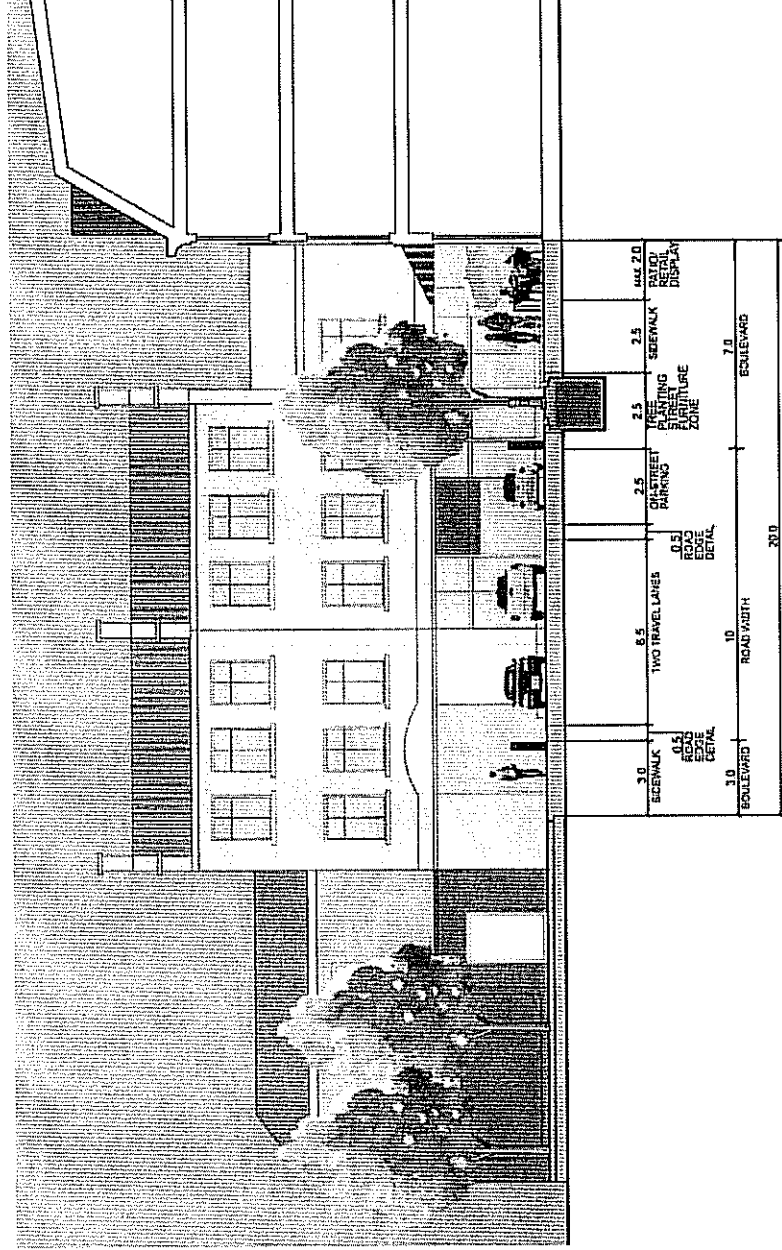


Landscape bosc at the International Centre, Dallas, Texas

Civic Square  
 Carden Street - Right-of-Way



Flush curbs and continuous paving extend the square across the street; (pop-up) bollards define the street edge

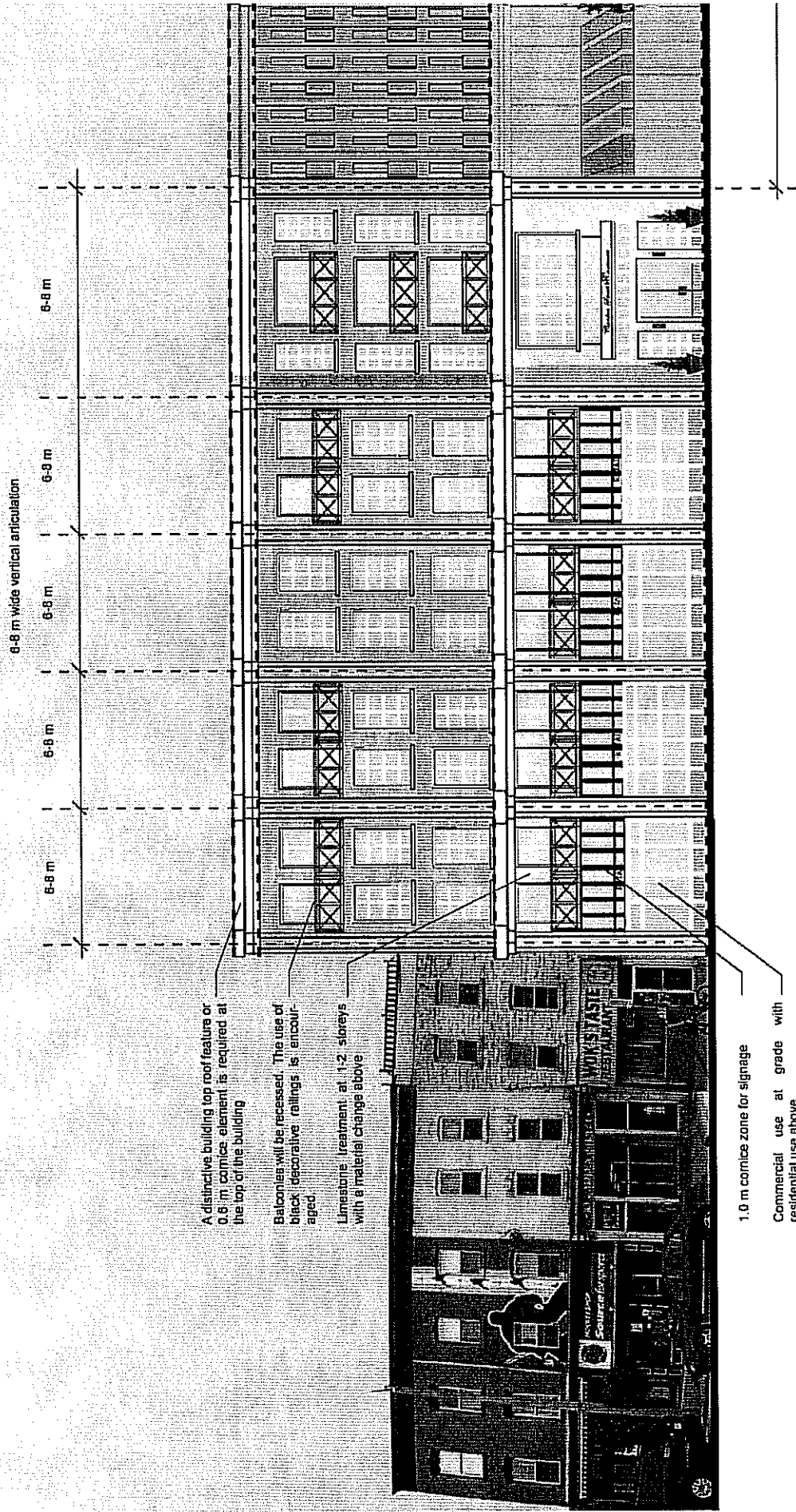


Section a-a: Carden Street looking west

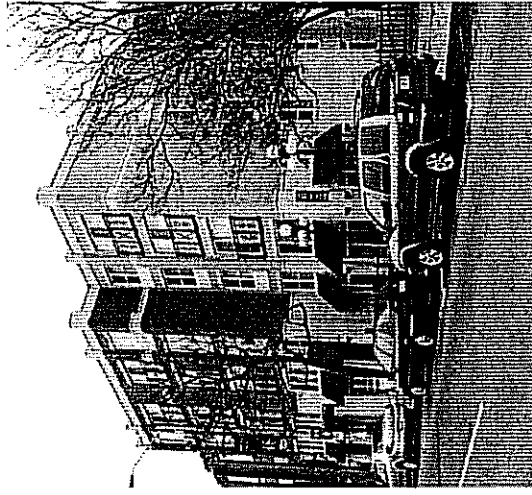
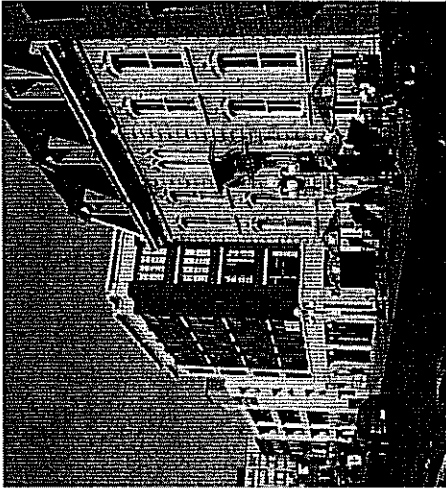


The boulevard zone

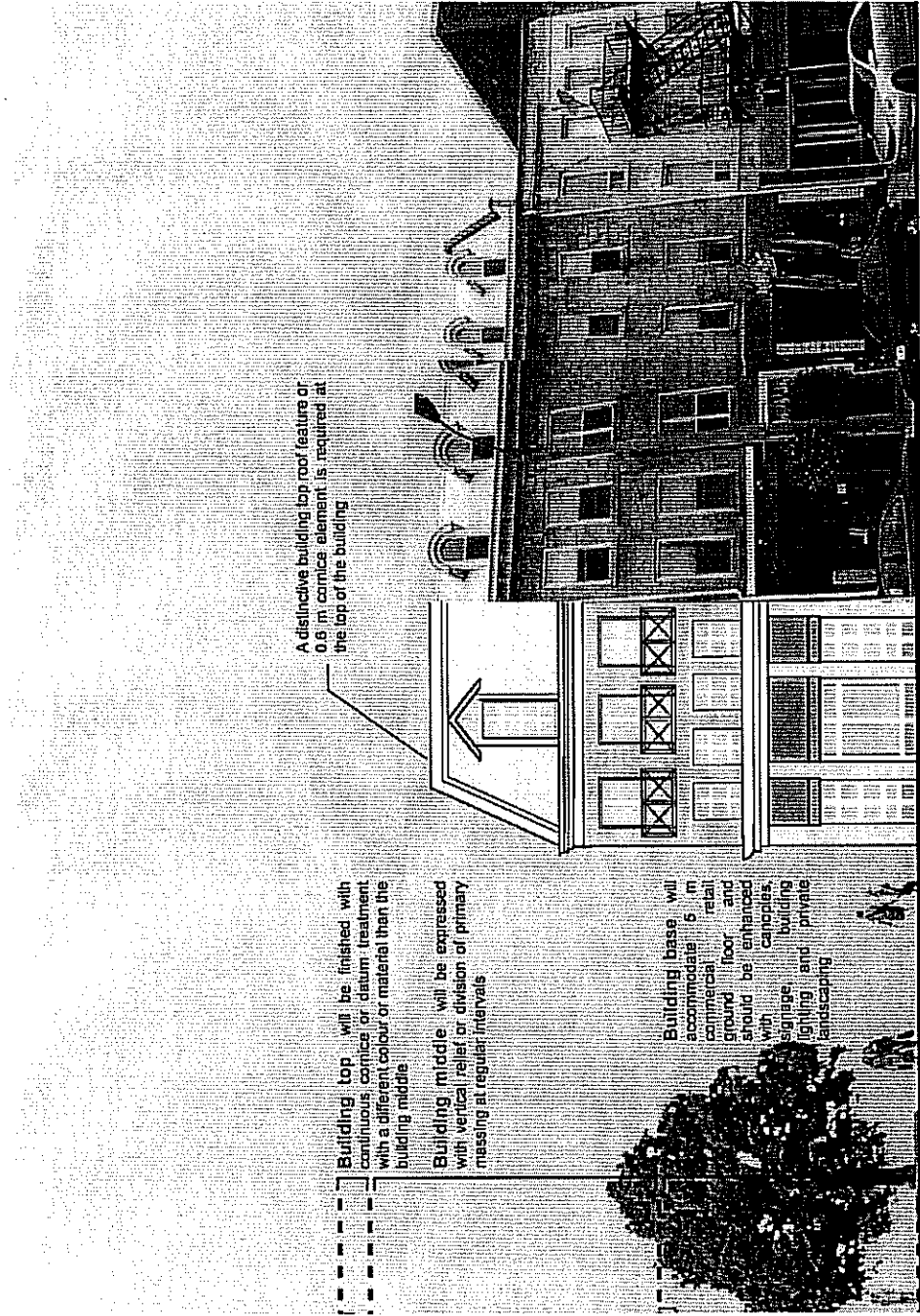
Civic Square  
 Carden Street - Built Form



Elevation of proposed mixed-use development on  
 Carden Street - north side



Mixed-use development, Ottawa



A distinctive building top roof feature or 0.6 m cornice element is required at the top of the building

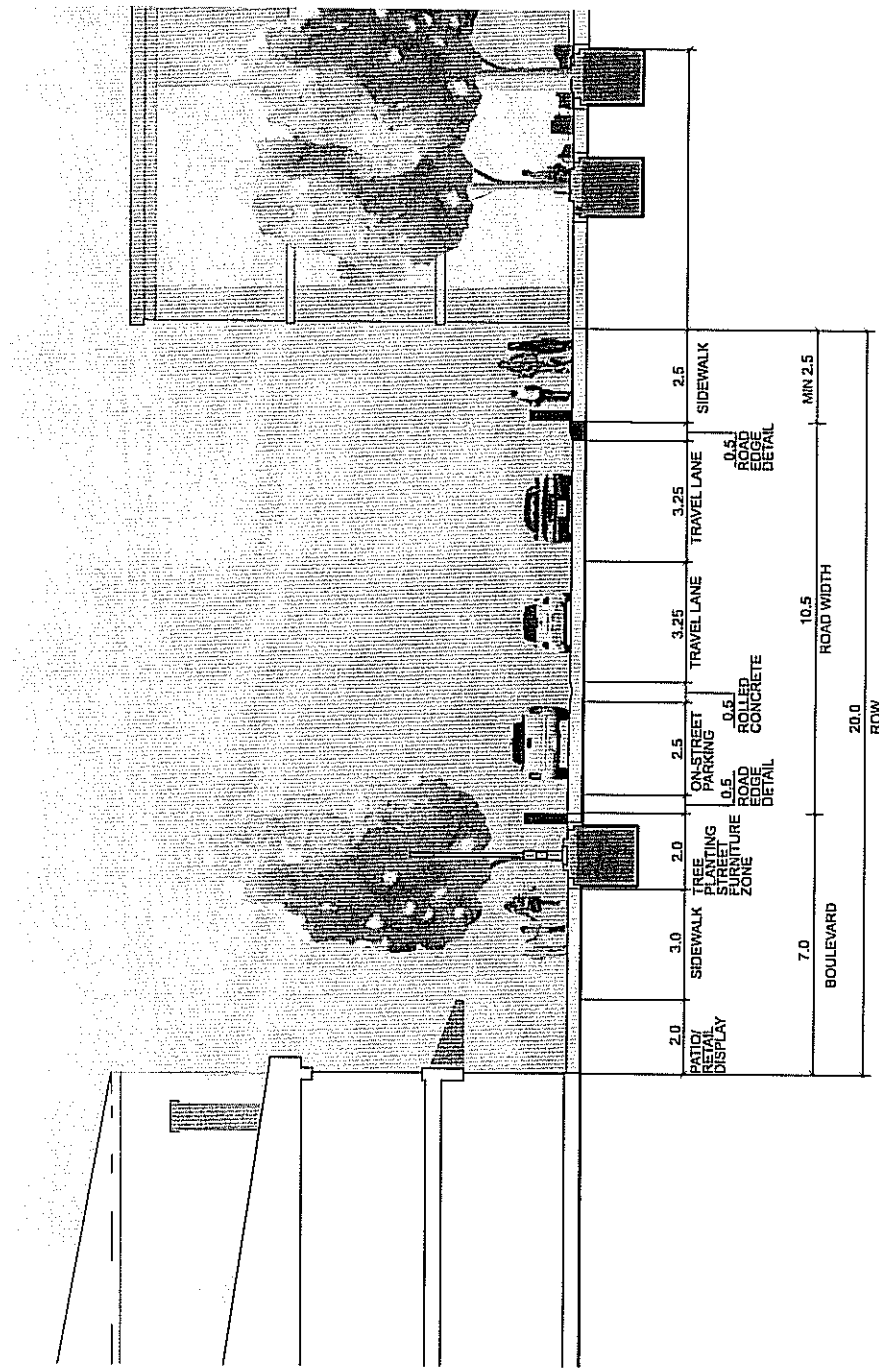
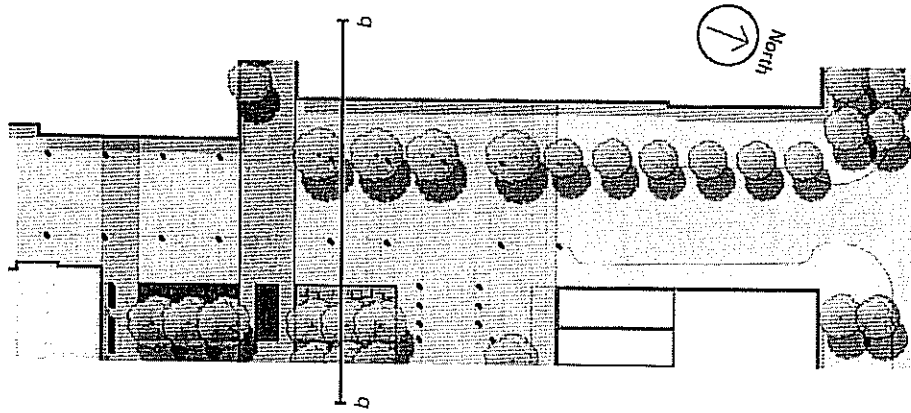
Building top will be finished with continuous cornice or datum treatment with a different colour or material than the building middle

Building middle will be expressed with vertical relief or division of primary massing at regular intervals

Building base will accommodate 5 m commercial retail ground floor and should be enhanced with canopies, signage, building lighting, and private landscaping

approx. 20 m width opening to public space at Carden Street

Civic Square  
Wilson Street

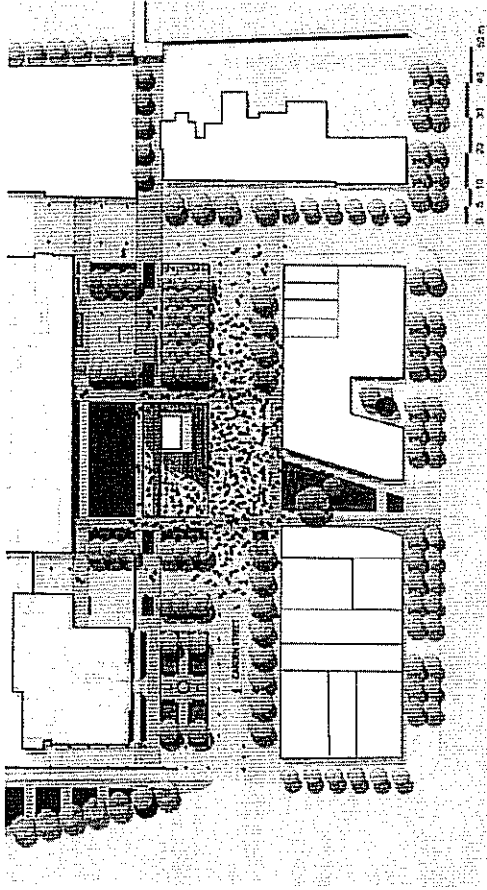


Section b-b: Wilson Avenue looking north

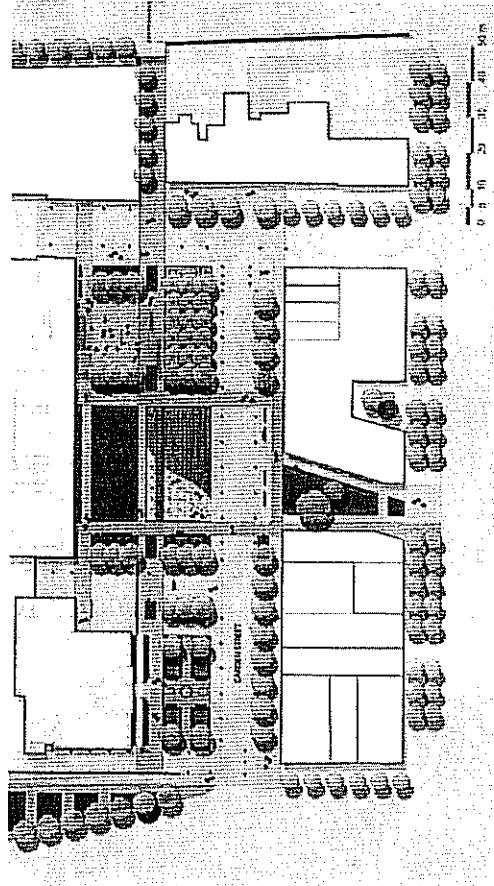


## Civic Square Event Diagrams

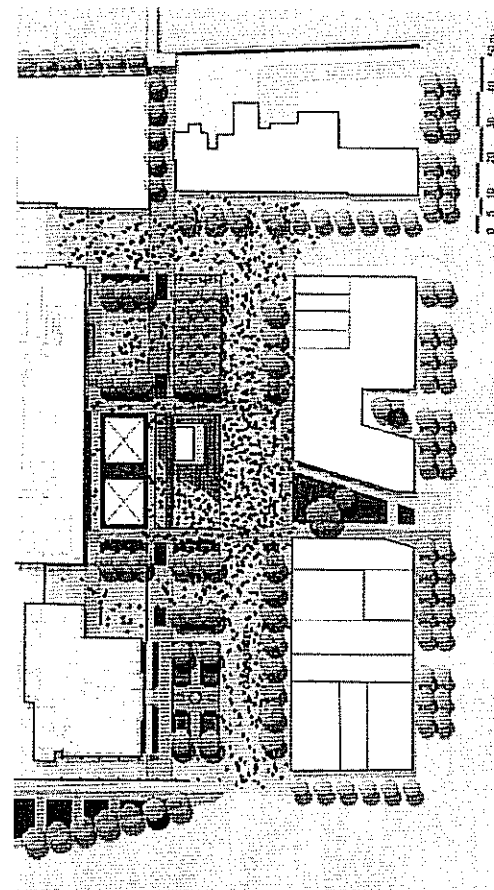
The concept for the Civic Square provides a variety of places for everyday use and enjoyment but also has the flexibility to accommodate a range of special events attended by thousands. By temporarily closing Carden Street between Wyndham and Wilson (and potentially Wilson Street between MacDonell and the future parking deck entrance for large events), the usable space of the Square effectively doubles in size. Vendor booths can be set up in the streets. For concerts, an "island" stage can be installed in the water feature and a marquee as large as 40 feet by 100 feet can be set up on the lawn (stake anchors in the paving around the lawn should be considered). Flood lights mounted on rooftops around the Square should be used for lighting after-dusk events, minimizing the requirement for pole-mounted lights in and around the Square.



*Illustration of 500 people attending an event in the Square*



*Illustration of 100 people using the Square on a typical day*



*Illustration of 1,000 people attending an event in the Square*

# 6. Wilson Street Parking Lot

The parking lot on Wilson Street has long been identified as a site for a structured parking solution to address local business needs and the additional traffic generated by new and expanded municipal and transportation uses in the area. Conceptually, a large, single-use structure with five levels, one below grade, could accommodate approximately 500 parking spaces on this site. However, this capacity should be reduced to allow additional programme in this location and ensure the structure does not dominate the Square.

Given its strategic location in a precinct gradually being redefined through major public investments, the structure will figure prominently in the physical evolution of Downtown. Its design and integration within the Civic Precinct is a critical issue, and the structure should provide more than parking to support the area. Additional uses on the ground floor and the building's architecture should contribute to an attractive and lively Civic Precinct.

Development of a parking structure on Wilson Street should adhere to the following guidelines:

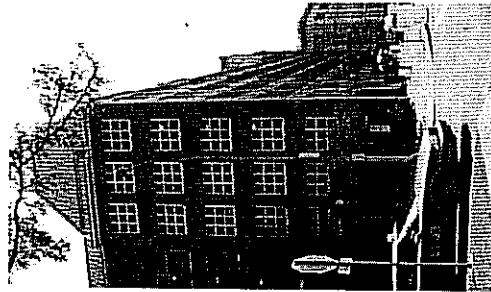
1. The structure should look like a building and respect the character of historic masonry buildings in the area. Stone should be the dominant material on the exterior of lower floors. Upper floors should have a similar treatment or be clad with brick masonry. All outside walls should be fenestrated, i.e., they should have a consistent pattern of openings that look like traditional windows. The top of the structure should have a cornice, and the interface or material change between the upper and lower floors should also incorporate a cornice detail 0.6-1.0 metres in height. The floors of the structure should be level, with ramped level changes confined to the north and south ends of the building: a fully-ramped structure is not appropriate in this highly visible location.
2. The building should continue the Wilson Street built form. Its height above grade at the north end of the site should not exceed 4 storeys.
3. Options for vehicular entry to and exit from the structure, as well as circulation around the facility, need careful study. Major access points should not be located at the north end of Wilson Street to maintain this section of the ground floor for other uses and reduce the potential for pedestrian/vehicular conflicts.
4. The portion of the ground floor of the structure at the north end should be built for active public and commercial uses and bicycle parking. A high-traffic City service, café, news agent, bike/skate rental facility or similar active use should be located at the northeast corner of the building. Public washrooms could be provided with or behind this corner use. A secure indoor facility for bicycle parking, potentially including change rooms, should also be provided. To accommodate different uses/tenants over the long term, the total area for these active ground floor uses should be approximately 900 square metres. The floor-to-floor heights in this section of the building need to be designed to accommodate commercial uses, including full interior finishes and HVAC.

5. A sidewalk with a minimum width of 2.5 metres should be provided on the Civic Square side of the structure facing Wilson Street.

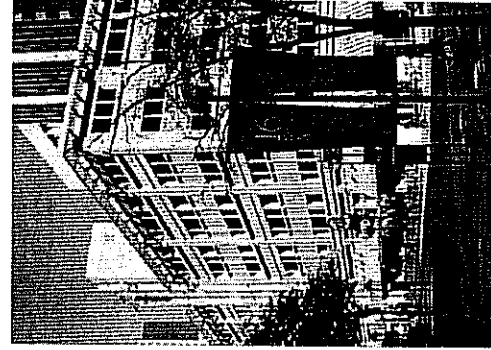
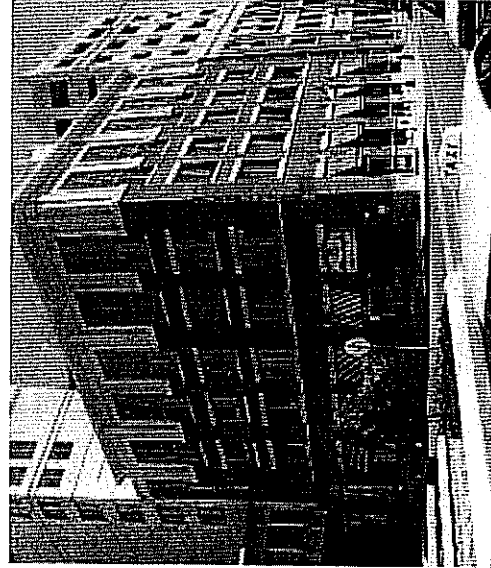
6. As a continuation of the primary east-west pedestrian path proposed across the Civic Square, a well-lighted public path with a minimum width of 3 metres should be provided along the north edge of the building to enhance connections between the square and the pedestrian bridge over Norfolk Street. The path should be consistent with the design of the Civic Square, e.g., it should incorporate the same paving materials and colour scheme. A 3-metre wide driveway for access to the rear of the properties immediately north of the structure also should be provided.

7. The discontinuous laneway behind the existing Wilson Street and the need to maintain a driveway for access to the rear from the south need to be reviewed.

8. The west side of the parking structure should replace the existing retaining wall with a fenestrated building wall and should allow for a sidewalk 1.5-2 metres wide on the east side of Norfolk Street. Stairs from the sidewalk to the ground floor of the structure should also be provided, and the existing stairs and configuration of the pedestrian bridge over Norfolk Street should be reviewed and appropriately incorporated into the site design.



*Examples of mixed-use parking structures.*



*Bicycle storage*

# 7. Inter-modal Transit Station

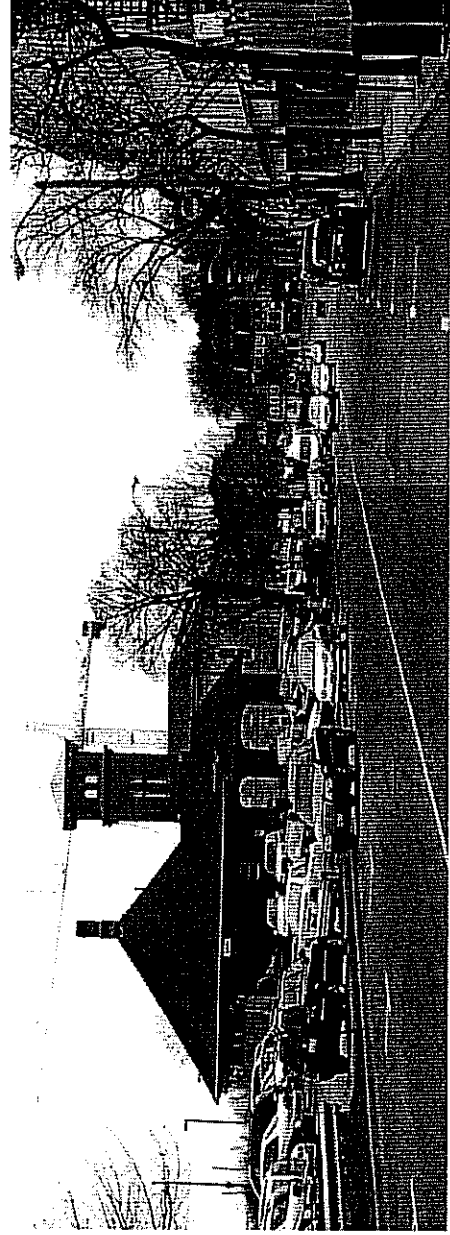
The planned Inter-modal Transit Station is set to replace the bus transfer facility in St. George's Square and improve connections between the City's bus system and GO commuter buses, inter-city buses and VIA trains. The station will occupy the site of the existing Greyhound bus station and lands to the west, south of Carden Street, integrating with the train station. The station concept developed through the feasibility stage of the project includes a long, narrow bus platform that extends from just east of the train station to MacDonnell Street. Buses will enter the station from both Wyndham Street and MacDonnell Street, and all buses will exit onto MacDonnell at a new signalized intersection. The new station will include a significantly enhanced pedestrian underpass at the top of Neeve Street.

The inter-modal station is an important improvement to the city's transportation infrastructure and should be designed to be durable and attractive. As Downtown and the city as a whole grow, the facility may also need to grow and/or be recon-

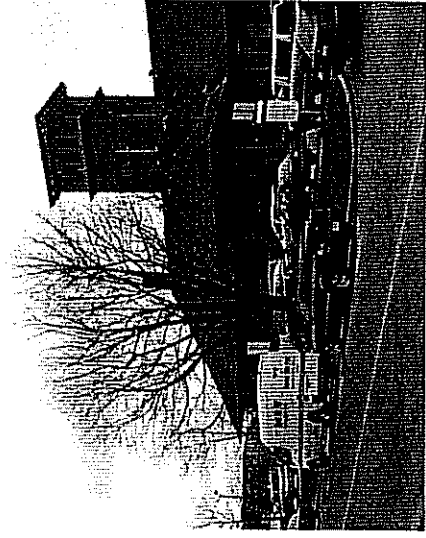
figured. As discussed in Section 2, opportunities to integrate a transit station with future redevelopment on the south side of the tracks should be explored, with the aim of achieving the best functional and urban design solution in the long term.

The design of the planned Inter-modal Transit Station should adhere to the following guidelines:

1. First and foremost, the station must be designed as a seamless extension of the downtown street system. For the 45 minutes of the hour that buses are not in the station, the area needs to function as part of the pedestrian and commercial flow of downtown and not present special barriers. The station is not to feel like a separate compound and is to be designed to be safe and provide a sense of personal security during all hours of the day.
2. The station design should include a pedestrian circulation plan that includes primary pedestrian routes between major Downtown destinations and the



*View looking west of train station and Carden Street*



*Train station*

station. Crosswalks identified in the plan should be highlighted with special paving.

3. The drop-off and pick-up area in front of the VIA Train Station should contain hard and soft landscaping. The quality and character of paving materials, benches, lighting and other landscaping features should be consistent with those intended for the Civic Square. In order to highlight and celebrate this important Downtown landmark, no parking spaces should be provided between Carden Street and the station. The only exception are parking spaces or disabled persons, but the preferred location for these is either on Carden Street or on the east side of the train station. The paved area for drop-off and pick-up should be only wide enough to accommodate a single travel lane and a limited number of spaces for taxis and other waiting vehicles.

4. The intersection of Wyndham Street, Carden Street and the drop-off/pick-up lane should be designed to ensure pedestrians can cross Wyndham and Carden safely and comfortably at all times. Crosswalks should be highlighted with special paving. Signage should indicate that vehicles must yield to pedestrians.

5. In order to maintain as much of the northern edge of the bus platform as a "street curb", As many bus stops as feasible should be located on the south side of the bus platform.

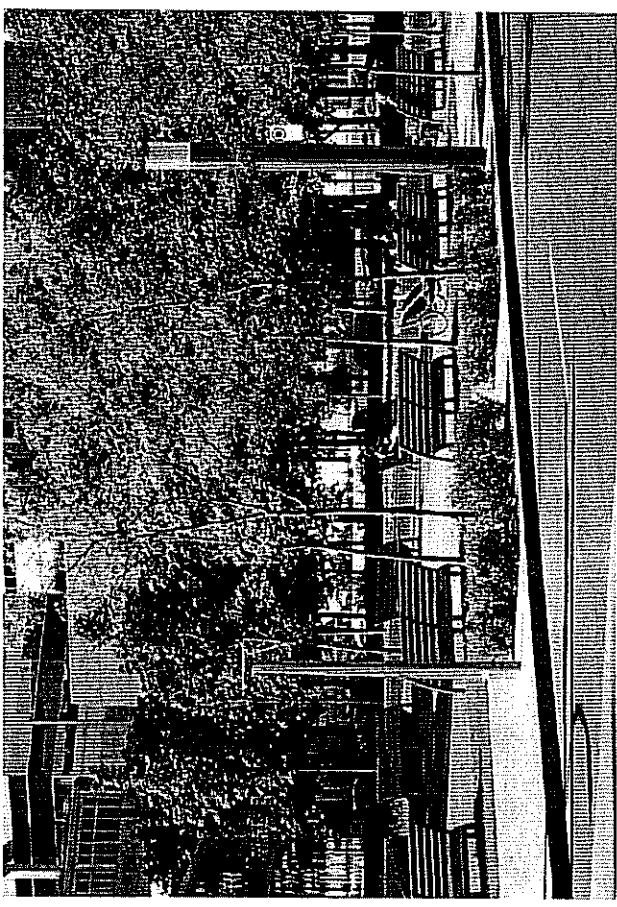
6. Both sides of Carden Street should look and feel like a normal street, balancing the needs of transit vehicles and pedestrians while also accommodating cars. The transit-use side of Carden should have a standard curbed edge, a sidewalk and street trees; sawtoothing to mark bus stops should not occur within the public street right-of-way. A row of trees on the bus platform should be used to mark the south edge of Carden, soften the hard surfaces of the station and provide shade. The boulevard and sidewalk on the north side should have a minimum width of 4.5 metres and also include

a row of trees. On-street parking should be accommodated adjacent to the buildings on the north side.

7. The station must strive to be barrier free.

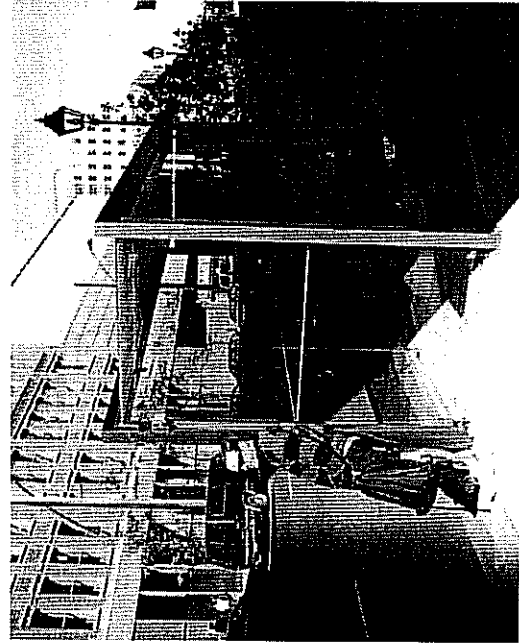
8. The width of lanes and turning radii at the transit station's vehicular entry and exit points should be no greater than what are required for the safe operation of buses.

9. Bus shelters, benches, waste/recycling receptacles, Bicycle posts/racks and transit information kiosks should be strategically located across the platform and designed and built to a high quality.



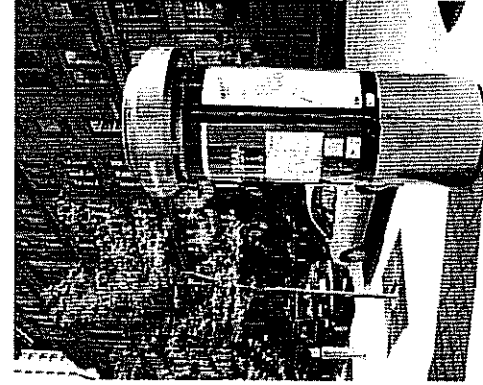
*Example of high-quality public realm adjacent to a transit station (Montreal)*

10. Advertising should not dominate the appearance of bus shelters and generally should not occupy more than 30% of the total surface area. No advertising should be permitted on street furniture.
11. Carden Street and the bus platform should be well and evenly lighted with high-efficiency, low-energy technologies and minimal glare on surrounding buildings.
12. Enhancement of the pedestrian underpass should include a significant widening, improved lighting, the use of bright, easy-to-clean wall treatments and an emergency phone. The underpass should terminate at the north end in a building on the transit station's bus platform. If the tunnel is open to the outside, it must be straight and have no hidden corners, so users can see straight through it before entering. Public art and heritage interpretation



*Streetscape precedents*

- elements should be incorporated into the design of the building and the underpass.
13. Anticipate and develop strategies for fencing the rail corridor for public safety and to enhance the interface of the bus transit facilities and the rail lines. A vertical screen approximately 3 metres high should be used to shield and protect the public from train traffic, and to create opportunities to improve the aesthetics of the area, for example, by incorporating public art.
14. The incorporation of public art into the design of furnishings for the transit station should also be considered.
15. The station should include public washrooms.



*Pedestrian tunnel precedent*



*Streetscape precedents*

# 8. Implementation

With the civic square, transit station and parking structure each in different stages of planning, design and development, implementation of the Market Place Plan is well underway. The urban design guidelines for the precinct as a whole and each project should inform and direct future pre-construction stages, particularly detailed design. There are also other important tasks to be undertaken in the short-term to achieve the vision for Market Place:

Develop a phasing plan for the three major public projects, and other adjacent or affected capital projects, that coordinates the timing of each to make the most efficient use of committed capital funds, expedites each project, and minimizes adverse impacts on existing businesses.

Incorporate the Market Place urban design guidelines in a comprehensive Downtown Design Strategy and Secondary Plan. As a larger vision for Downtown is developed and translated into land use and urban design policies, guidelines for private development in Market Place should be refined and elaborated. The guidelines for the major public initiatives should remain intact, while the concept for the Armoury site should be further explored.

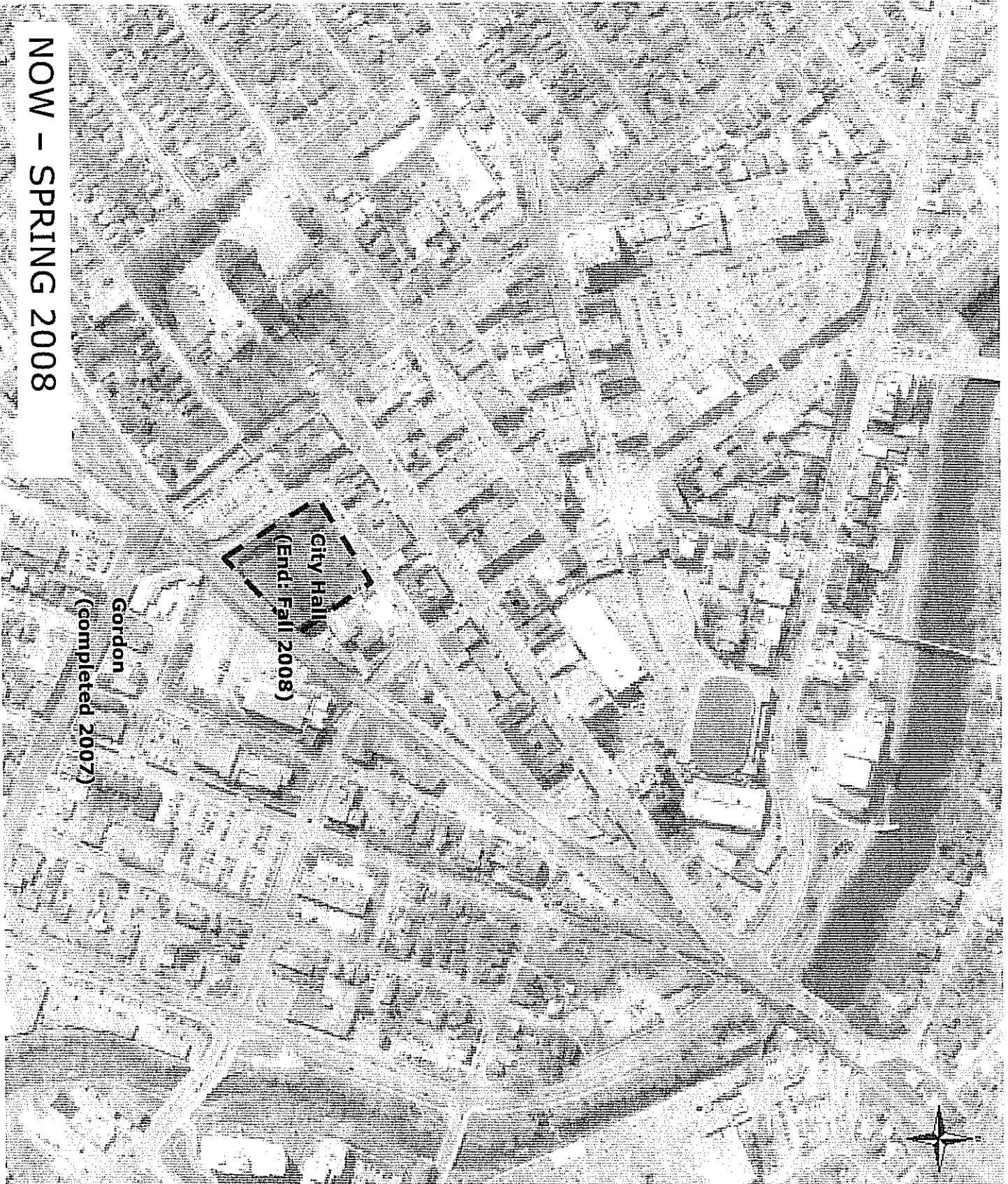
In anticipation of eventual reuse of the Armoury site, the City should work with the Department of National Defense to develop a relocation plan for the armoury functions and acquire first right of refusal on the property. The City should also consider seeking a memorandum of understanding with DND that spells out the intent of both parties to work cooperatively toward a mutually-satisfactory arrangement regarding the site's reuse and redevelopment.

To encourage private investment aimed at enhancing the civic square and transit terminal, and Downtown generally, the City should study and develop a grant program for facade improvements and other development incentives as part of a broader Downtown Community Improvement Plan.

Given the Downtown's new Urban Growth Centre status under the Province's Growth Plan, which expands the area currently considered "downtown", the City needs to update its Public Realm Master Plan to reflect this new context. Wyndham Street, in particular, needs to be seen and designed as a continuous street linking the upper and lower halves of Downtown, with an enhanced "promenade" linking Carden Street to the Speed River. The City should work with Guelph Exeter Railway to obtain a widened underpass in conjunction with planned improvements to Wyndham Street.

Along with the new City Hall and Provincial Courthouse, the three other major public projects will have a dramatic impact on the look and vitality of Market Place. By adhering to this plan and incrementally improving other elements of the public realm, the City will create a powerful magnet for new residents, businesses and tourists.

NOW - SPRING 2008



## Downtown Capital Projects Sequence

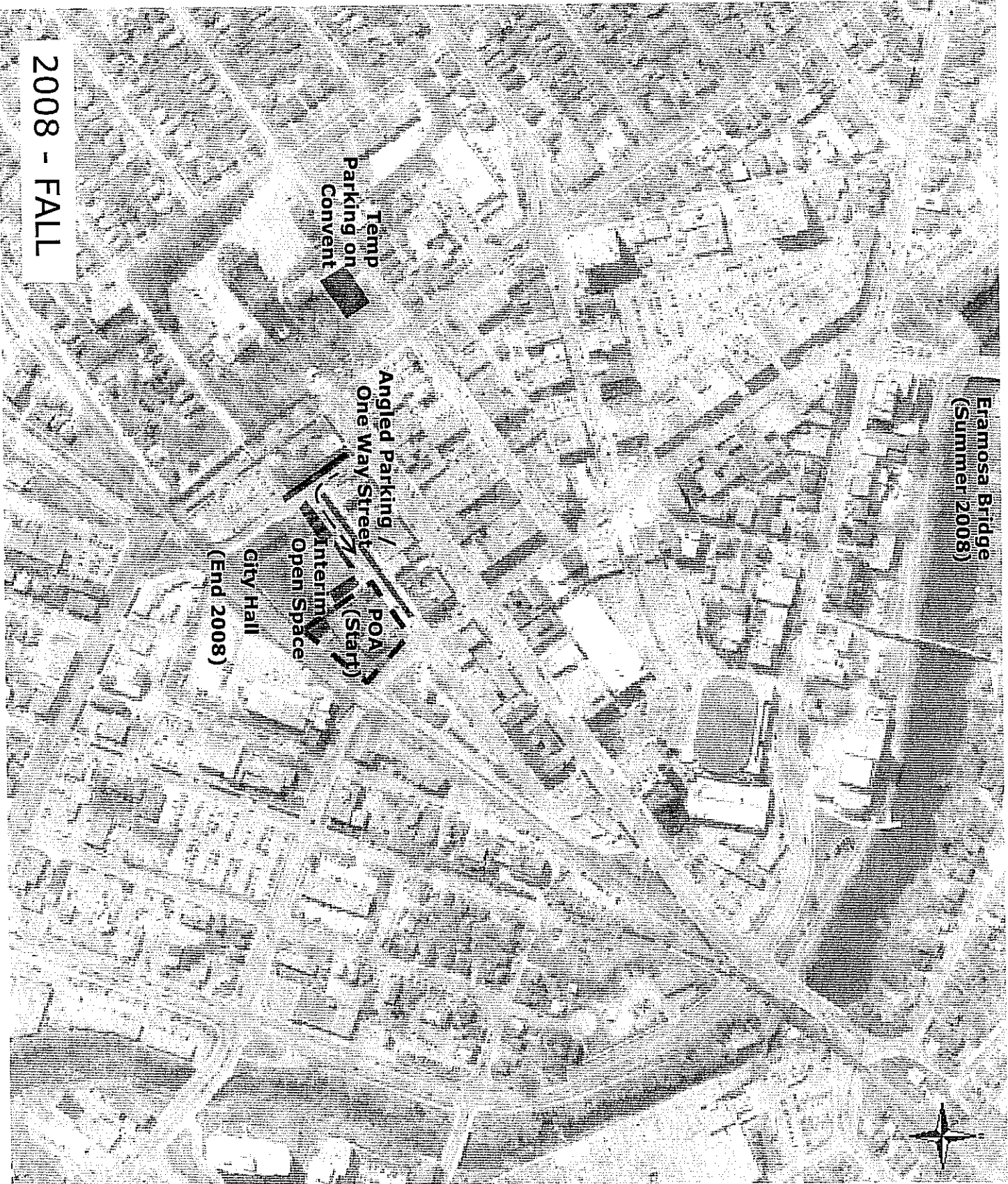
May 5, 2008  
ATTACHMENT 4

City of Guelph  
Community Design & Development Services



2008 - FALL

Eramosa Bridge  
(Summer 2008)

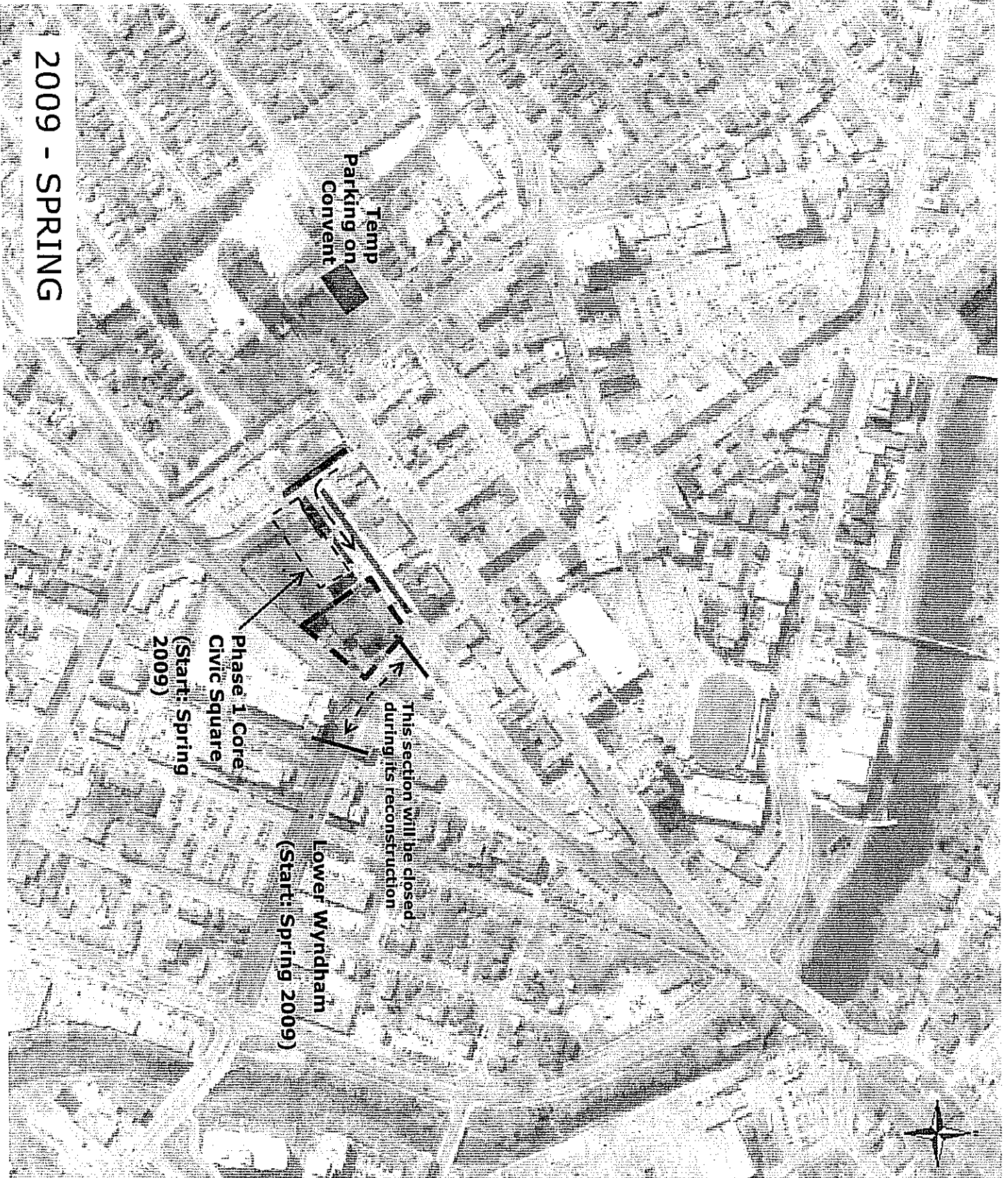


# Downtown Capital Projects Sequence

May 5, 2008  
ATTACHMENT 4

City of Guelph  
Community Design & Development Services

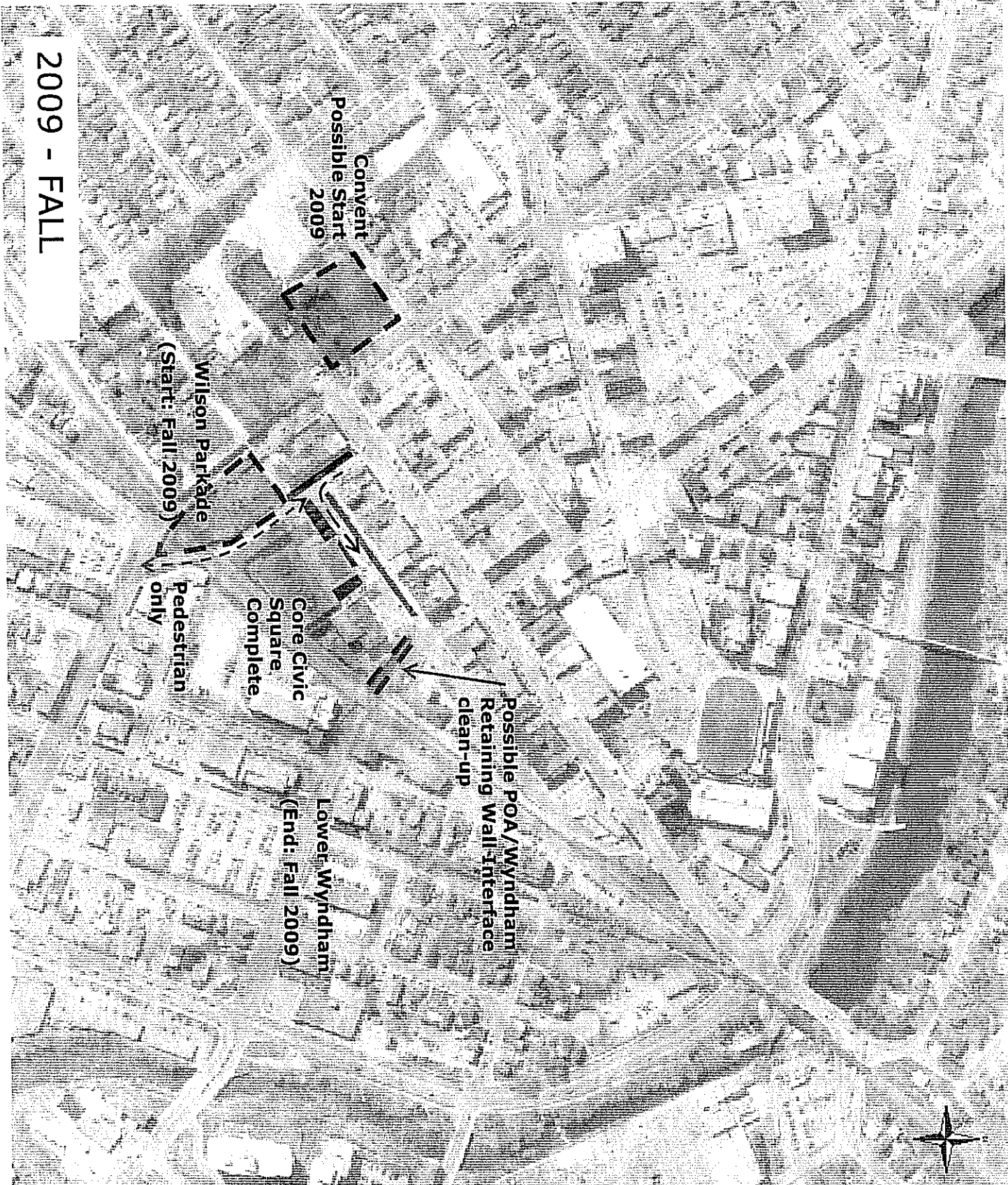
2009 - SPRING



# Downtown Capital Projects Sequence

May 5, 2008  
ATTACHMENT 4

City of Guelph  
Community Design & Development Services

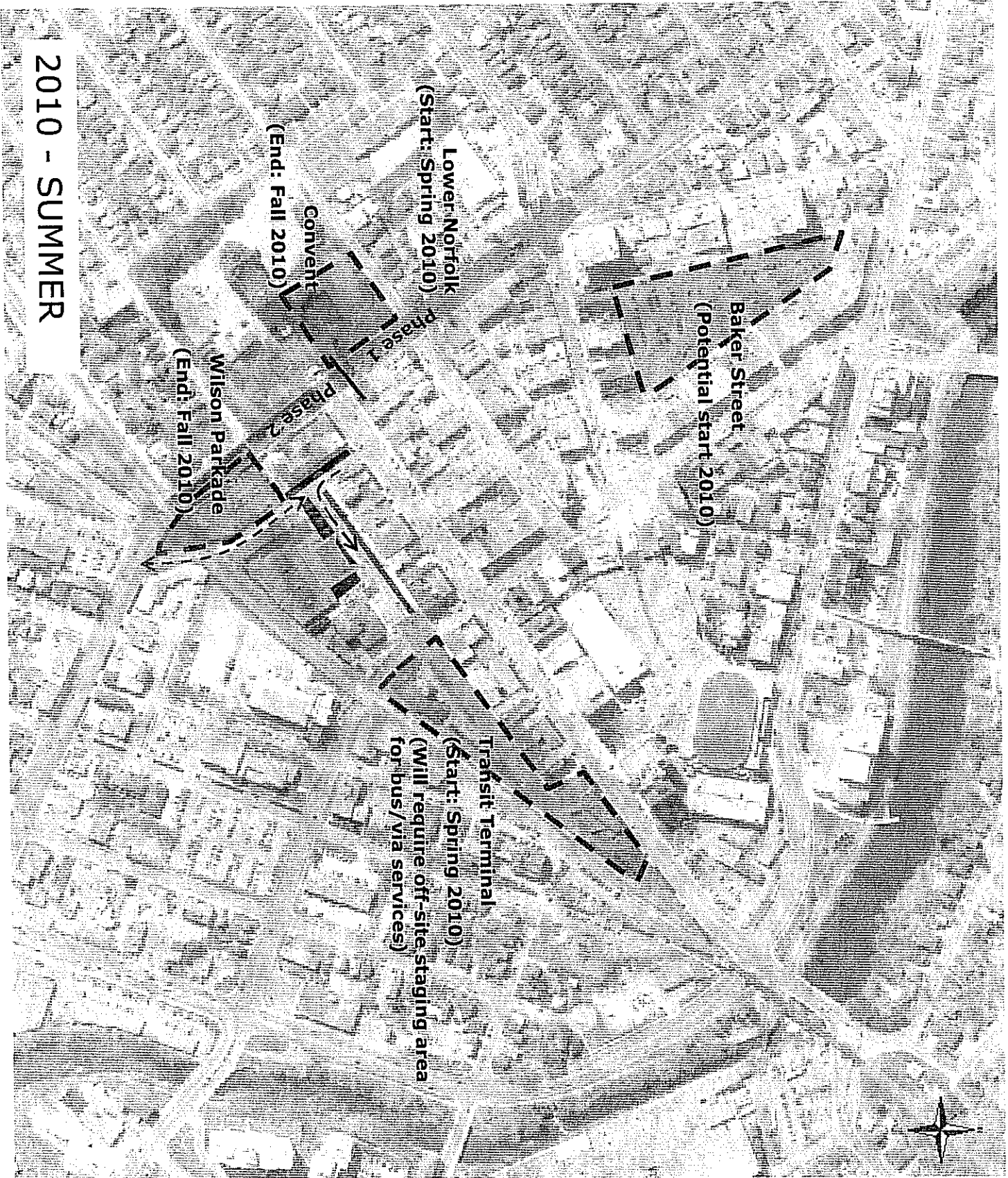


2009 - FALL

# Downtown Capital Projects Sequence

May 5, 2008  
ATTACHMENT 4

City of Guelph  
Community Design & Development Services

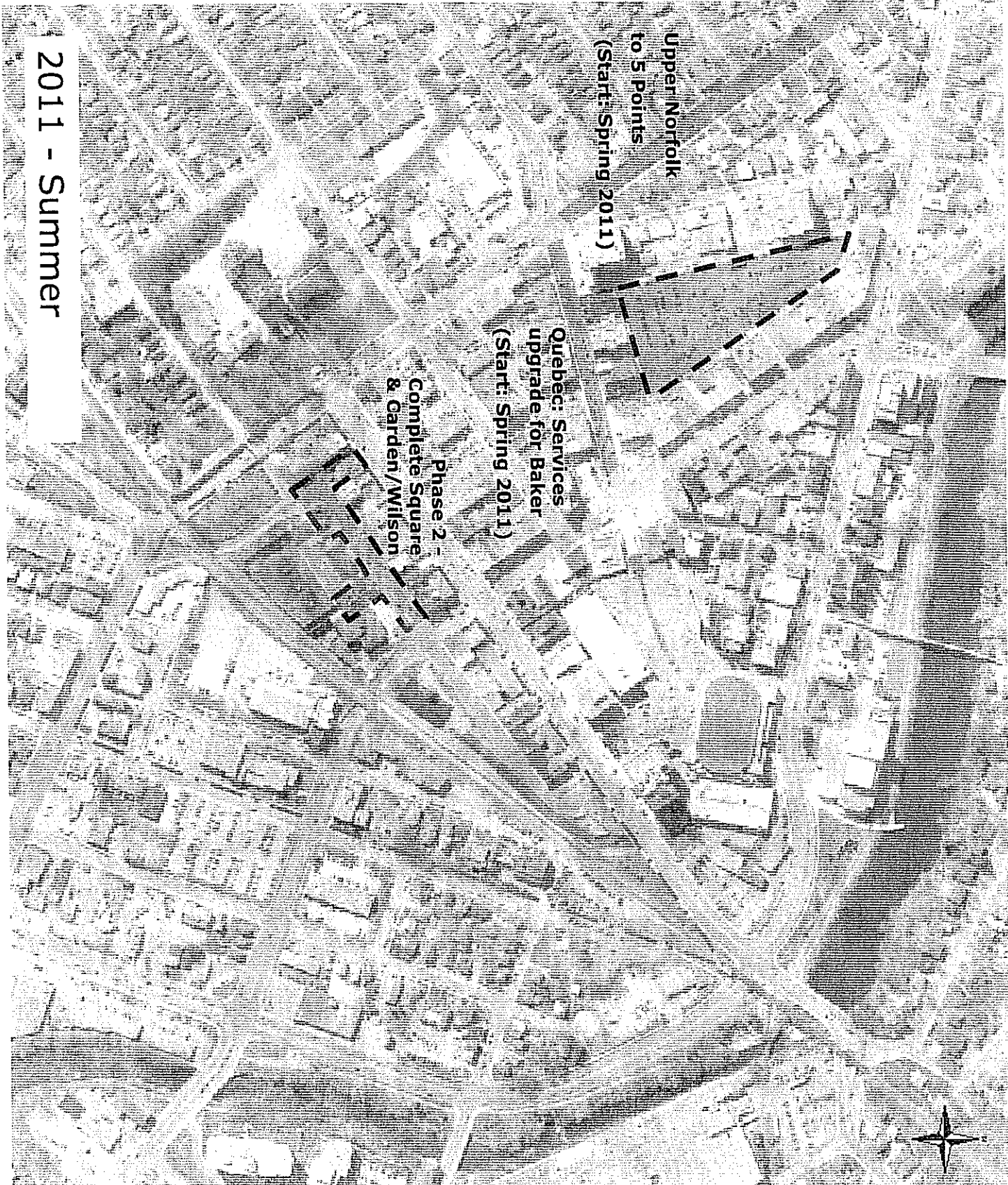


2010 - SUMMER

# Downtown Capital Projects Sequence

May 5, 2008  
ATTACHMENT 4

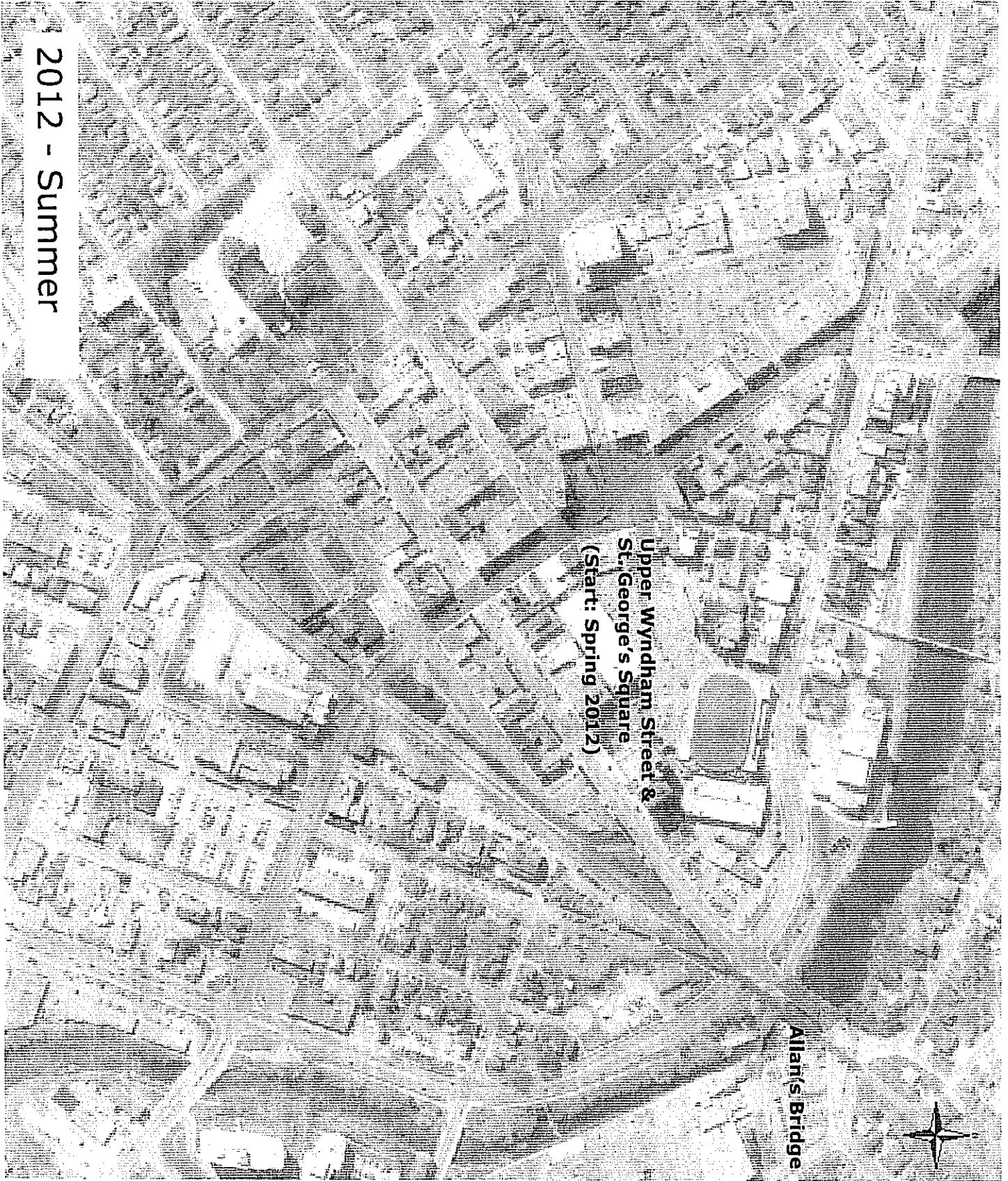
City of Guelph  
Community Design & Development Services



# Downtown Capital Projects Sequence

May 5, 2008  
ATTACHMENT 4

City of Guelph  
Community Design & Development Services



2012 - Summer

Upper Wyndham Street &  
St. George's Square  
(Start: Spring 2012)

Allan's Bridge

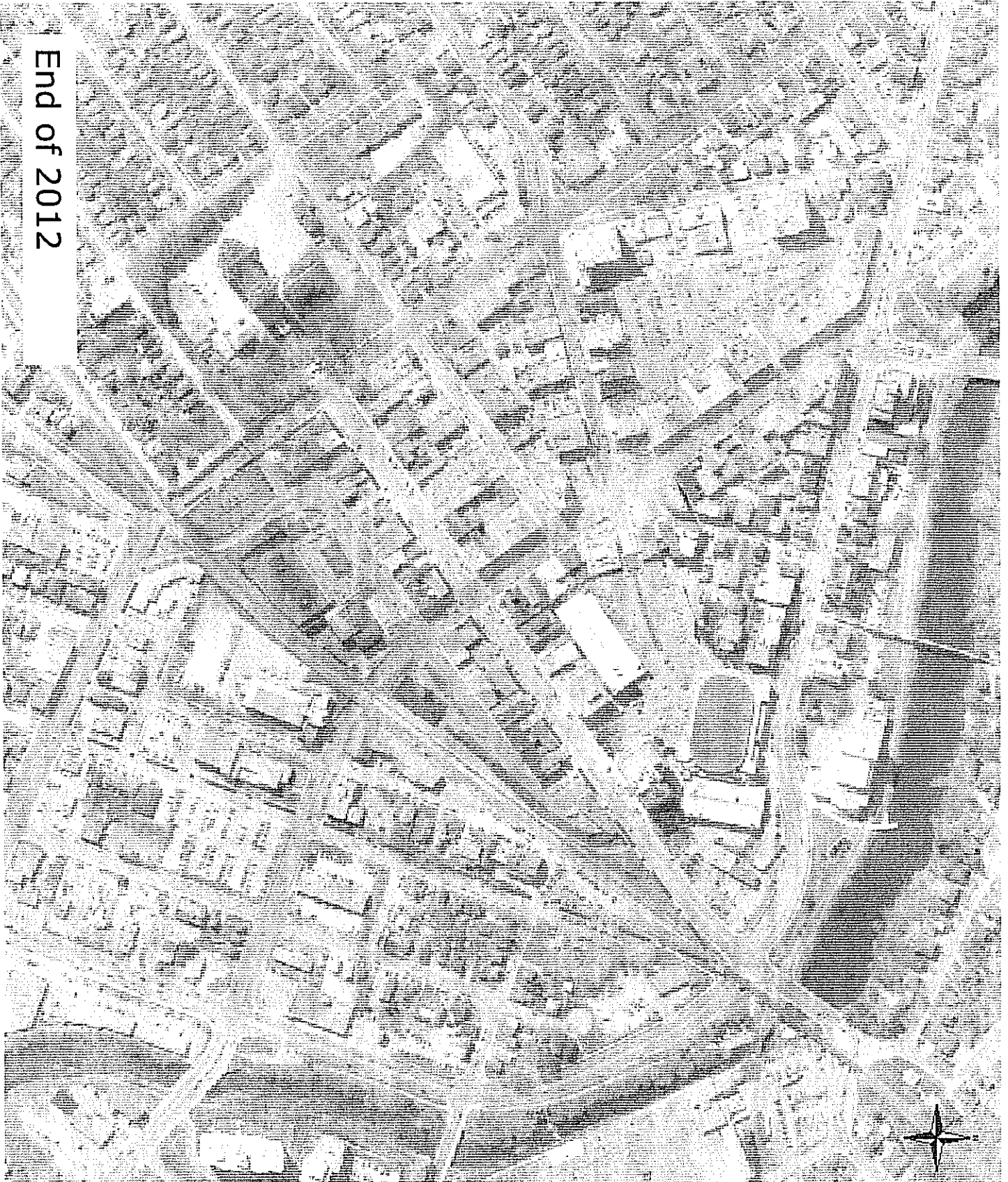


# Downtown Capital Projects Sequence

May 5, 2008  
ATTACHMENT 4

City of Guelph  
Community Design & Development Services

End of 2012



## **Downtown Capital Projects Sequence**

May 5, 2008

ATTACHMENT 4

City of Guelph

Community Design & Development Services

**GUELPH MARKET PLACE STRATEGIC URBAN DESIGN PLAN**

**Cost Estimates**

Carden & Wilson  
2011

Civic Square  
2009

May 6, 2008

**CAPITAL COSTS**

<b>Base</b>				
Hard/Soft Surfaces				Roads
Consultant Fees	8%	\$2,311,000	(full design)	(storm and surface works only)
Project Management fee	5%	\$200,880		Square Clean-up
Rink Preparation		\$155,594		
Rink Consultant Fees (Design)		\$500,000		
Site Plan application		\$100,000		
Signs for POA and City Hall		\$241		
Loose Furnishings		\$150,000		
		\$30,000		
			<b>\$3,447,715 (\$3.5M)</b>	

**Rink (Fundraising Component)**

Rink/Water Feature (above ground work)		\$1,595,000		
Consultant Fees (Construction)		\$139,400		
Project Management fee	5%	\$86,720		
Zamboni and ice edger		\$90,000		
Escalation (3%/year 1 year)		\$75,000		
			<b>\$1,986,120 (\$2M)</b>	

**Other**

Public Art Commission - City Hall		\$100,000		
Public Art Commission - POA		\$100,000		
			<b>\$5,633,835 (\$3.7M)</b>	<b>\$3,000,000</b>

*Estimates based on preliminary cost estimate prepared by Vermeulens Cost Consultants, February 6, 2008  
Estimates include 15% Design Contingency and 3% Construction Contingency*

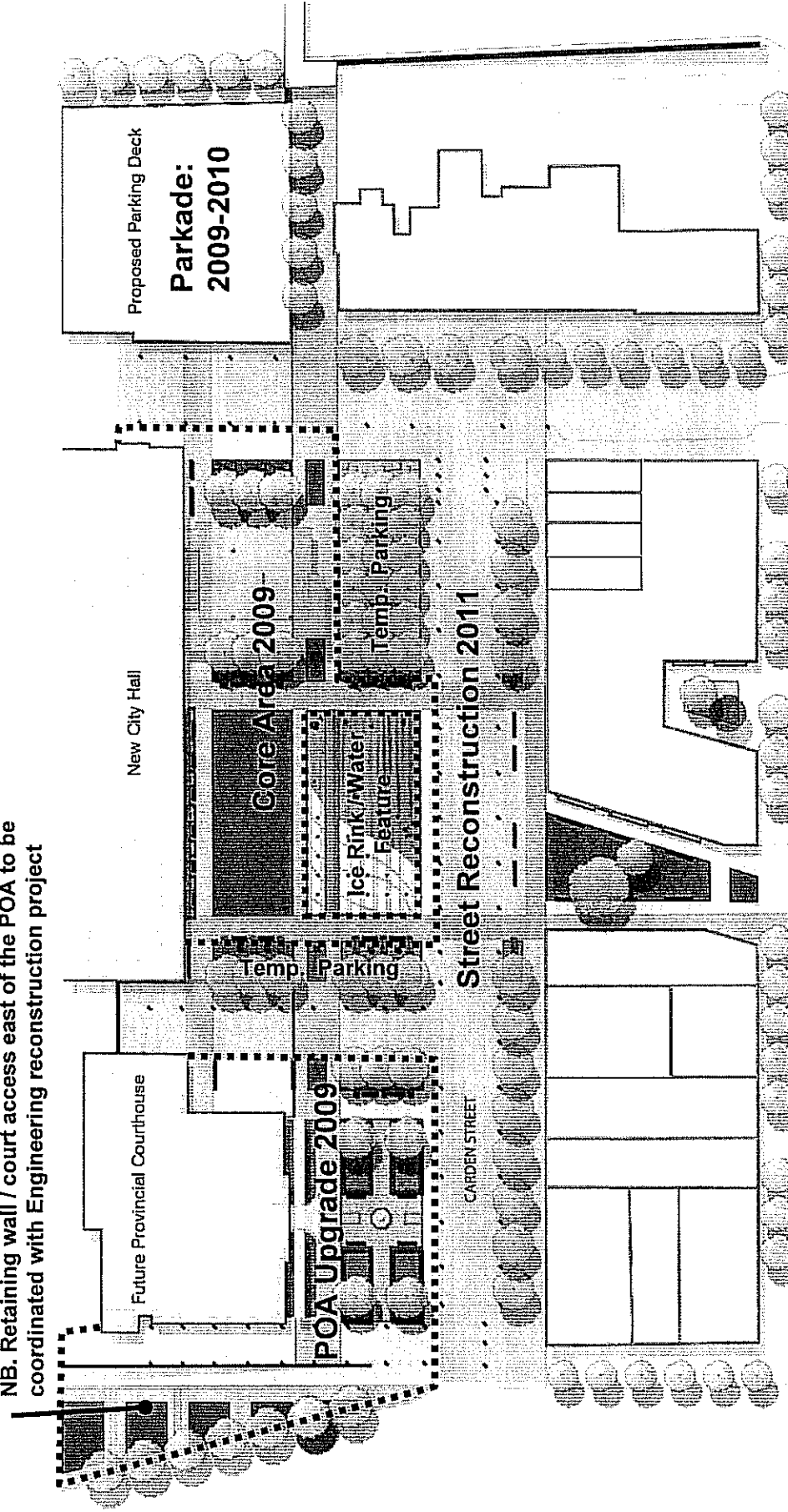
**OPERATING COSTS**

1 FTE - Operator/Maintainer		\$66,000		
PTE - Assistant Rink Operator(s)		\$30,000		
Seasonal set-up/knock-down		\$30,000		
Materials/Maintenance costs		\$10,000		
Water		\$5,000		
Energy		\$50,000		
<b>Annual Budget</b>		<b>\$191,000 (\$200K)</b>		

*Operating Costs estimated by Staff*



NB. Retaining wall / court access east of the POA to be coordinated with Engineering reconstruction project



City of Guelph  
Community Design & Development Services

**CIVIC SQUARE DETAILED SEQUENCE**

May 5, 2008

2009: \$3.7M Construct Core Area of Civic Square & upgrade POA front court  
\$2.0M Skating Rink/Water Feature (fundraising)

2011: \$3.0M Reconstruction of Carden/Wilson & Edges of Square

ATTACHMENT 5.2

# COMMITTEE REPORT



**TO** Community Development and Environmental Services  
Committee

**SERVICE AREA** Community Design and Development Services  
**DATE** May 09, 2008

**SUBJECT** NOTICE OF INTENTION TO DESIGNATE 47-49 ALICE STREET,  
PURSUANT TO THE ONTARIO HERITAGE ACT

**REPORT NUMBER** 08-57

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## RECOMMENDATION

**THAT report 08-57, dated May 9, 2008 from Community Design and Development Services, regarding the heritage designation of 47-49 Alice Street be received;**

**AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 47-49 Alice Street, commonly known as the Valeriote House and Shoe Repairing Shop, in accordance with the *Ontario Heritage Act* and as recommended by Heritage Guelph;**

**AND THAT the designation by-law be brought before City Council for approval if no objections are received within the thirty (30) day objection period.**

## BACKGROUND

Heritage Guelph, the Municipal Heritage Committee, recommends to Guelph City Council that the structures situated at 47-49 Alice Street, formerly known as the Valeriote House and Shoe Repairing Shop, be designated under Part IV of the *Ontario Heritage Act*. The buildings are situated on the northwest portion of the property located on the southeast side of Alice Street between Duke Street and Huron Street (see Attachment 1). The property dimensions are 45 feet by 101 feet with a lot area of 4,572 ft<sup>2</sup> (424.74 m<sup>2</sup>).

The one storey red brick residence was constructed in 1924 by local builder Ralph Macri for the family of Vincenzo Valeriote. The residence is a good example of a late Edwardian Ontario Cottage. The companion one storey red brick accessory building was constructed at the same time for use as a shoe repair shop by the Valeriote family and was known as the V. Valeriote Shoe Repairing Shop. Vincenzo Valeriote worked out of the accessory building until around 1970.

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The pair of buildings provides an excellent example of a residence and small scale workshop being constructed side-by-side as a convenient employment source for an Italian immigrant family in the 1920s. The site contributes to our understanding of the local character of St. Patrick's Ward as a working class neighbourhood with a long history of mixed uses. The property also speaks to an important period of Italian immigration to Canada and the development of Guelph's Italian community in St. Patrick's Ward. A full description of the history and cultural heritage value of the property is described in Attachment 2 – Heritage Guelph Background Information Report.

The property owner has requested a demolition permit for the accessory structure in order to make room for parking and is not supportive of the designation. There is currently no parking on the site. Heritage Guelph, however recommends that both structures be designated with specific reference given to the front façade of the accessory structure along with its associative elements. The elements included in the designation would not preclude additions to the rear of the building or adjoining the two structures at their side walls.

## **REPORT**

The pair of one-storey red brick buildings located at 47-49 Alice Street meet the criteria for designation as defined under Regulation 9/06 - Criteria for Determining Cultural Heritage Value or Interest as outlined in Attachment 3 of this report. The statement of reasons for the designation, which includes the specific elements to be protected, is presented in Attachment 4.

This report recommends that a Notice of Intention to Designate 47-49 Alice Street be published and served. Publication of the Notice provides a 30-day period for comments and objections to be filed. At the end of the 30-day period, and having dealt with any objections that may have been submitted through the Conservation Review Board, Council may choose to pass the by-law registering the designation of the property on title, or it may decide to withdraw the Notice and not proceed with the designation.

Community Design and Development Services staff and Heritage Guelph members are recommending that Council proceed with publishing and serving the Notice of Intention to Designate. As soon as the notice is served the building falls under the Ontario Heritage Act.

## **CORPORATE STRATEGIC PLAN**

Goal 4 – A vibrant and valued arts, culture and heritage identity.

## **FINANCIAL IMPLICATIONS**

None.

## **DEPARTMENTAL CONSULTATION**

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At their March 25, 2008 meeting Heritage Guelph, the City's Municipal Heritage Committee, endorsed staff taking the Notice of Intention to Designate to Council for consideration. Building services has been involved in this property since a demolition request has been filed.

**COMMUNICATIONS**

In accordance with the *Ontario Heritage Act* (Section 29, Subsection 1), Notice of Intention to Designate shall be:

1. Served on the owner of the property and on the Ontario Heritage Trust; and,
2. Published in a newspaper having general circulation in the municipality.


**ATTACHMENTS**

- Attachment 1 - Location Map
- Attachment 2 - Heritage Guelph Background Information Report: 47-49 Alice Street
- Attachment 3 - Designation Assessment - Criteria for Determining Cultural Heritage Value or Interest
- Attachment 4 - Statement of Reasons for Designation




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**Prepared By:**  
Joan Jylanne  
Senior Policy Planner  
519 837-5616 x 2519  
[joan.jylanne@guelph.ca](mailto:joan.jylanne@guelph.ca)



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**Recommended By:**  
Paul Ross  
Chair, Heritage Guelph



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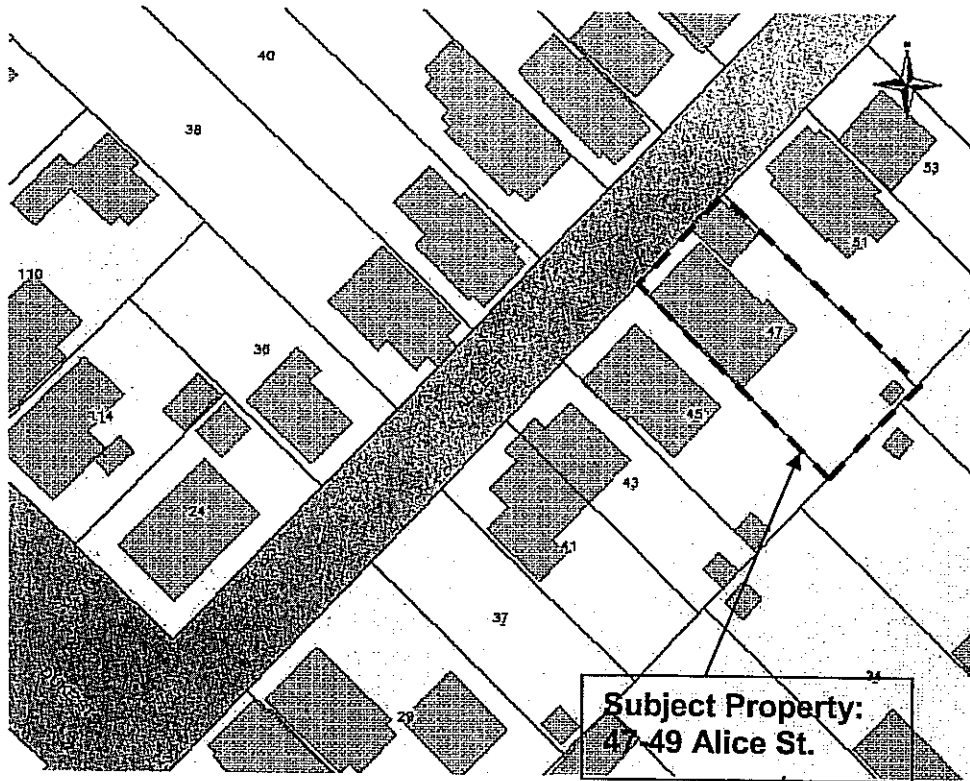
**Recommended By:**  
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519 837-5616 x 2426  
[marion.plaunt@guelph.ca](mailto:marion.plaunt@guelph.ca)



---

**Recommended By:**  
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Development Services  
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[jim.riddell@guelph.ca](mailto:jim.riddell@guelph.ca)

# ATTACHMENT 1 - LOCATION MAP



**CITY OF GUELPH**

HERITAGE GUELPH (THE MUNICIPAL HERITAGE COMMITTEE)

**BACKGROUND INFORMATION FOR PROPOSED  
DESIGNATION OF SITE**

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47-49 Alice Street

*Vincenzo Valeriote's House and Shoe Repairing Shop*



APRIL 2008

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Taken from the west. Source: Libby Percival

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## **1.0 Introduction**

Heritage Guelph, the City of Guelph's Municipal Heritage Advisory Committee, has assessed the cultural heritage value of the property located at 47-49 Alice Street for the purposes of heritage designation.

This report contains information that has been prepared to support the designation process, including a description of the property, historical background, a statement of cultural heritage value, and a description of the property's heritage attributes.

The property at 47-49 Alice Street has a group of two inter-war period brick buildings -- a late Edwardian Ontario Cottage and an associated shoe repair shop -- which were constructed in 1924 for the Valeriote family by a local builder, Ralph Macri.

Located in the heart of St. Patrick's Ward, Vincenzo Valeriote's Shoe Repairing Shop is a modest, but readily identifiable local shop building. It has significant historical value as an example of a small workshop constructed in Guelph in the 1920s by an Italian immigrant family for a new business alongside their family home. Shops like this were primarily patronized by local customers and contributed to the social and cultural cohesion of the local community. The building contributes to an understanding of an important period of Italian immigration to Canada and the development of Guelph's Italian community in St. Patrick's Ward. It speaks to the working-class character of the Ward and the historical mixture of residential and industrial activity within this neighbourhood. It also supports the compact, low-rise character of the streetscape prevalent in the Ward today.

The property at 47-49 Alice Street is recommended for designation for its physical, historical and contextual value.

## 2.0 Location of Property

Vincenzo Valeriote's house and Shoe Repairing Shop are located at 47-49 Alice Street, within Ward 1 of the City of Guelph. The area has previously formed part of the East Ward and St. Patrick's Ward.

The property is located on the south side of Alice Street, between Duke and Huron Streets.

The property dimensions are 45 feet x 101 feet, with a lot area of 4,572 square feet.

The boundary of the property is legally described as: Plan 244, Lot 40, Part Lot 39.

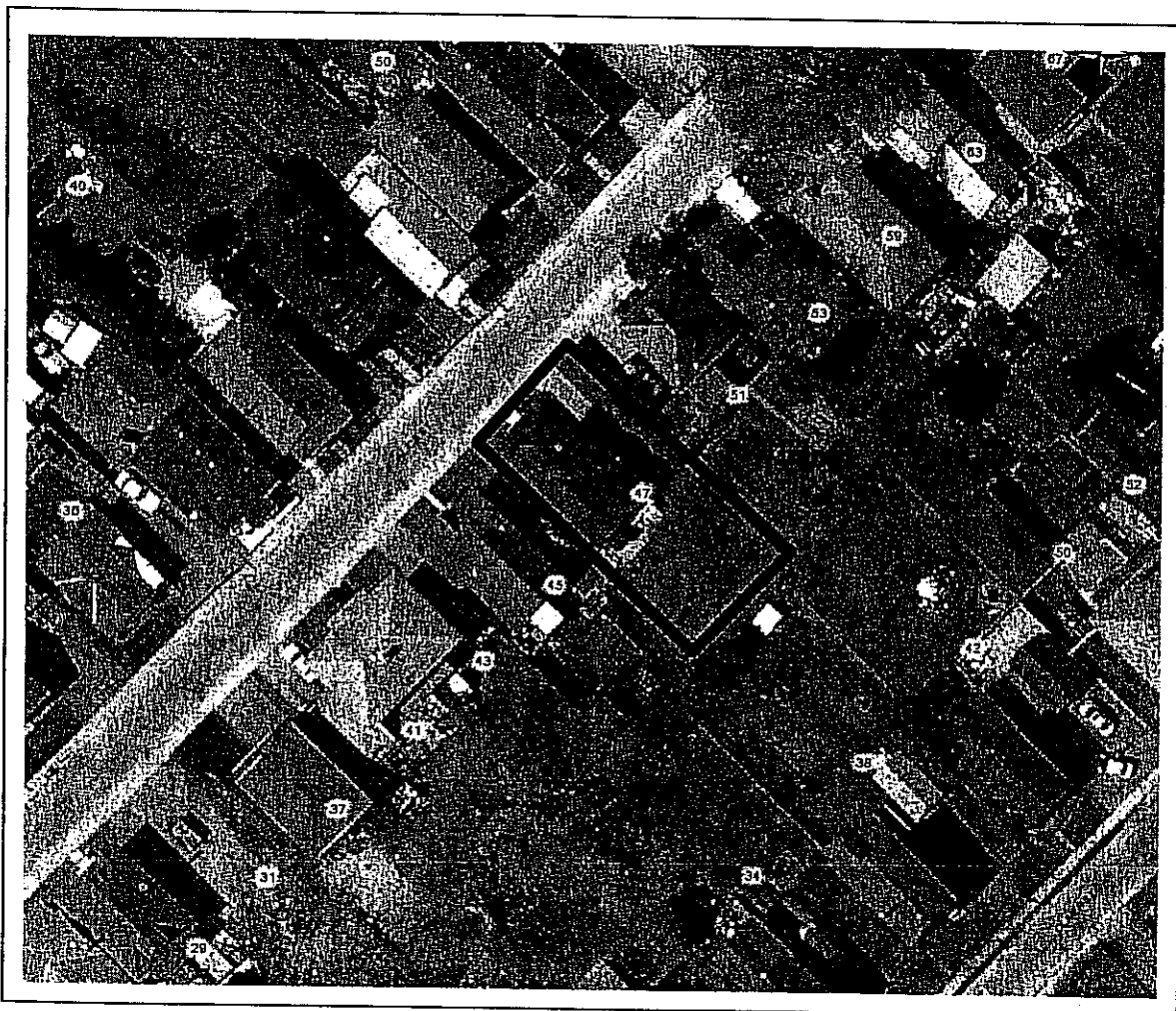


Figure 1. Aerial photo of 47-49 Alice Street, Guelph. Source: City of Guelph  
Lot 40, Part Lot 39, Plan 244 is outlined in red

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### **3.0 Description of Property**

The property at 47-49 Alice Street has a group of two inter-war period buildings – a house and an associated shoe repair shop – which are likely to have been constructed by the same builder.

The house is a one storey, late Edwardian Ontario Cottage, with a hipped roof. The house is situated along the southwest side of the property at 47 Alice Street with a small setback from the street. The front façade has two large sash windows surrounding a central front door.

Vincenzo Valeriotte's Shoe Repairing Shop is a small one storey structure with a street facing gable. The shop is located on the north corner of the property at 49 Alice Street; the front wall of the building is flush with the property line. The front façade has a single-hung sash display window on the left and a door on the right. The window has one small upper pane and one large lower pane.

Both buildings were constructed of red pressed brick, laid in a stretcher bond, on a concrete foundation, with rough-faced cast stone sills and lintels, and white-painted wooden soffits. The shop building has its original white-painted wooden window frames and casings. The aluminum windows on the house are more recent additions.

There are visible salt deposits and some evidence of spalling on the bricks on the front and side walls of the shop building, likely due to rising damp.

### **4.0 Historical Background**

#### **4.1 Land Registry Records**

The parcel of land on which the property at 47-49 Alice Street is located was first purchased from the Canada Company on 24 December 1835 by Samuel Crawford. Crawford purchased 23 acres of land, consisting of Lot 2 in the First Range of Division F in the Township of Guelph.

Crawford sold 10 acres of this land to Henry Huggard Oliver on 21 February 1838. On 22 June 1846, Plan 244 was registered with the Municipality of Wellington. The plan subdivided a large part of Oliver's property into 40 new building lots – Lots 1 to 13 along the north side of Manitoba Street, Lots 14 to 29 along the north side of Oliver Street, and Lots 30 to 40 along the south side of Alice Street (Figure 4). Lot 40 was an unusually narrow lot.

Henry Oliver died on 29 July 1853. The Abstracts of Titles held at Guelph's Land Registry Office indicate that Lots 39 and 40 were first sold by Henry H Oliver's Estate on 28 June 1876: Lot 39 was sold to William Hearn and Lot 40 was sold to Fred Chadwick.

The ownership of Lots 39 and 40 was consolidated in the hands of one owner, Michael J Duignan, in May 1886. Duignan and his wife subsequently sold Lot 40 and the westerly part of Lot 39 to John Kinnard on 1 November 1911 for \$150. Kinnard and his wife later sold Lot 40 and the westerly part of Lot 39 to Vincenzo Valeriotte on 15 August 1924 for the lesser amount of \$125. (Duignan's wife also sold the other (easterly) part of Lot 39 to Michele Valeriotte on 5 September 1924 for \$250.)

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A \$1000 mortgage was registered against the title of Lot 40 and the westerly part of Lot 39 on 4 October 1924, which suggests that the house was erected on the property around this time.

Vincenzo Valeriote died in 1972, however Lot 40 and the westerly part of Lot 39 remained in the hands of the Valeriote family until 2004.

## 4.2 Historical Maps

Late nineteenth century plans of Guelph indicate that there were no buildings on the property at 47-49 Alice Street in 1862 (Figure 2) and circa 1875-77 (Figure 3). A fire insurance plan of the street from 1907 also confirms that the lot remained empty at this date (Figure 5).

The outline of the main house and its associated shoe repair shop can be traced on fire insurance plans dating to February 1929 (Figure 6) and June 1960 (Figure 7). The fire insurance plans confirm that both the house and the shop had been constructed on Alice Street before 1929. The plans specify that the buildings were constructed of brick and that the shop had electricity. The house, like all the other houses on the street, was built with a small set back from the street, however the shop building was set flush with the street and could be entered directly from the sidewalk.

## 4.3 Other Sources

A descendant of Vincenzo Valeriote has provided early photographs and described memories of growing up with the shop at 49 Alice Street:<sup>1</sup>

*"Vincenzo Valeriote was a shoemaker and 49 Alice Street was the location of his business. Like many other Italian men in the neighbourhood (referred to as St. Patrick's Ward), he built the building (what our family refers to as "the Shop") out of economic necessity. During an era when Italian immigrants were generally excluded from mainstream society and economy, men like my grandfather made their living serving families in their community. My father has told us childhood stories about delivering shoes throughout the neighbourhood to regular customers. When I lived in the house at #47, I found baby shoes that Grandpa had made for his children, tucked under the stairs up to the attic."*

*"My grandmother's brother, Jerry Raco, was also a shoemaker. This was a new trade that these men developed when they settled in Guelph."*

*"This story is a special one to our family, but is certainly echoed by many other Italian families in the neighbourhood ... Five generations of the Valeriote family were connected to the shoe shop and it's economic activity. My grandfather died in 1972 - he worked in the shop until around 1970."*

*"Buildings around the neighbourhood, like the shoe shop, are a testament to the way new Italian settlers in Guelph established ways of being self-sufficient, and serving their community. They are unique in that they allowed the owner to work in*

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<sup>1</sup> Email from Gayle Valeriote to Lori Pagnan, dated 23 September 2007.

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*close proximity to their family, which was vitally important to the local Italian community of that era."*

*"I know that the house at #47 was built by Mr. Ralph Macri in 1924. I don't know if the shop was also built by him. The materials used were very similar to those used in the house."*

Early family photographs of the shoe repair shop nicely illustrate the way in which this kind of small business was spatially and socially intertwined with the life of the home and the life of the street in St. Patrick's Ward.

Figure 8 shows the front façade of the shoe repair shop at 49 Alice Street in the 1920s. Vincenzo Valeriote can be seen at work inside the shop; his wife, Maria Anunziata Valeriote, is standing inside the front door; three of their children are lined up on the sidewalk in front of the shop. The front window is painted with the name of the business: "V. Valeriote Shoe Repairing". It also shows that there was a fence around the house – "my grandmother's best method of keeping her children close as she went about her very hardworking day."<sup>2</sup>

Figure 9 shows the interior of the shoe repair shop at 49 Alice Street. Vincenzo Valeriote is pictured alongside the tools of his trade; a row of shoes can be seen set up on shelves along the side wall. Some of the shop's fittings remain in the ownership of the Valeriote family.

Figure 10 shows the front façade of the shoe repair shop at 49 Alice Street, circa 1938. Vincenzo and Maria Anunziata Valeriote's teenage children are pictured sitting on the window sill at the front of the shop: [Gayle Valeriote's father], Victoria, Dominic (Dee) and Tony.

Figure 11 shows the rear façade of the shoe repair shop. Vincenzo Valeriote is shown leaving the shop by the back door, carrying a large basket of bread. His granddaughter has noted that the photos do not show the extensive garden behind the house and shop. "In addition to the shoemaking business, my grandparents grew as much vegetables and fruit as they could, to feed their family for much of the year."<sup>3</sup>

## **5.0 Assessment of Cultural Heritage Value or Interest**

### **5.1 Design or Physical value**

The property at 47-49 Alice Street provides a representative example of a late Edwardian Ontario Cottage and an associated shoe repair shop, which were constructed in 1924 for the Valeriote family by a local builder, Ralph Macri. The house and shop together form an intact grouping of inter-war period buildings, constructed by and for members of Guelph's Italian community in St. Patrick's Ward.

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<sup>2</sup> Email from Gayle Valeriote to Lori Pagnan, dated 23 September 2007.

<sup>3</sup> Email from Gayle Valeriote to Lori Pagnan, dated 23 September 2007.

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## 5.2 Historical or Associative Value

Vincenzo Valeriote's Shoe Repairing Shop has significant historical value as an example of a small family business, developed in Guelph in the 1920s by an Italian immigrant family alongside their home. The property contributes to an understanding of an important period of Italian immigration to Canada and the development of Guelph's Italian community in St. Patrick's Ward. It also speaks to the working-class character of St. Patrick's Ward, and the historical mixture of residential and industrial activity within this neighbourhood.

The earliest permanent Italian ethnic communities in Canada were established in urban centres through a process of "chain migration". The first major period of Italian migration to Guelph occurred between 1903 and 1939. The community in Guelph was particularly connected with immigrants from the village of San Giorgio in the province of Calabria.<sup>4</sup> These early immigrants settled in the vicinity of St. Patrick's Ward, which had a number of new factories with opportunities for labourers as well as affordable housing, creating a close-knit Italian community who lived, worked and socialized together in the same neighbourhood.

Memoirs of early immigrants indicate that many of these families "may have felt economic, social and religious exclusion from Guelph's conservative British majority." In contrast, "Guelph's conservative British majority often complained about unfamiliar customs, such as large extended families, vegetable gardens in the front yard, keeping livestock and sales of homemade liquor. This class prejudice may have helped form strong community bonds in this neighbourhood."<sup>5</sup>

Several Italian immigrants started their own small businesses in St. Patrick's Ward as a way of providing for their family and their community. For example, Vincenzo and Maria Anunziata Valeriote purchased their property at 47-49 Alice Street in 1924; they built their home and their shoe repair shop side-by-side, allowing Vincenzo to work in close proximity to his family. Shops like this were primarily patronized by local customers and contributed to the social and cultural cohesion of the local community.

Vincenzo Valeriote died in 1972; he worked in his shop until around 1970. Five generations of the Valeriote family were connected to the shop and its economic activity; the property was continuously owned the Valeriote family until 2004.

## 5.3 Contextual Value

The property at 47-49 Alice Street has potential to yield important information about the "historic fine grain of mixed uses" prevalent in St. Patrick's Ward.<sup>6</sup>

Located in the heart of the Ward, Vincenzo Valeriote's Shoe Repairing Shop is a modest, but readily identifiable building, which provides an important physical link

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<sup>4</sup> See Pat Bowley, 1994, "The Italian Community in St Patrick's Ward, Guelph, Ontario, 1900-1939," *Historic Guelph* 33, p 62.

<sup>5</sup> City of Guelph, Planning and Business Services, 2003, *St Patrick's Ward Land Use Strategy*, p. 37.

<sup>6</sup> City of Guelph, Planning and Business Services, 2003, *St Patrick's Ward Land Use Strategy*, p. 37.

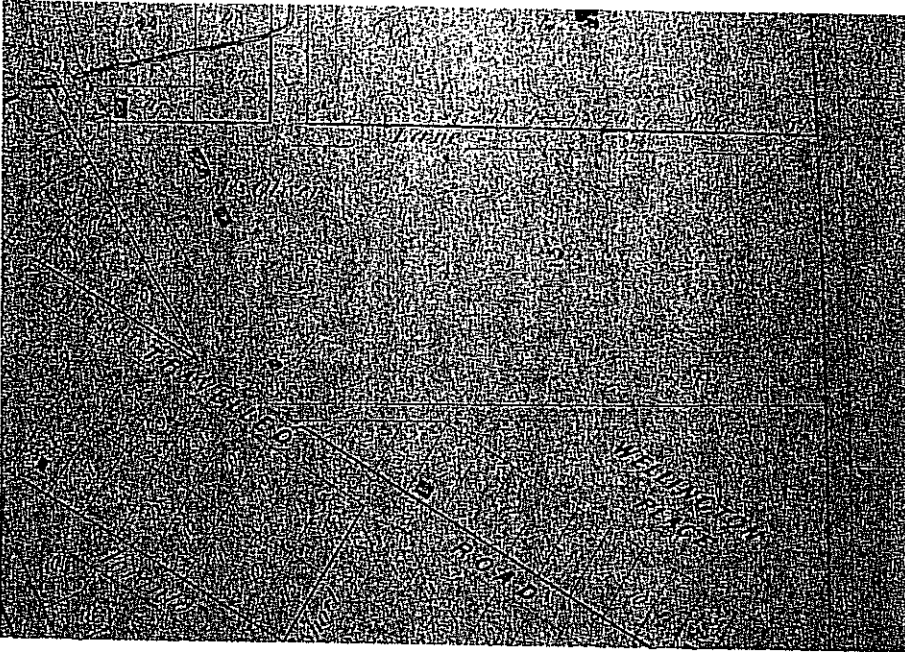
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to the history of small businesses developed by the Italian community in the local neighbourhood.

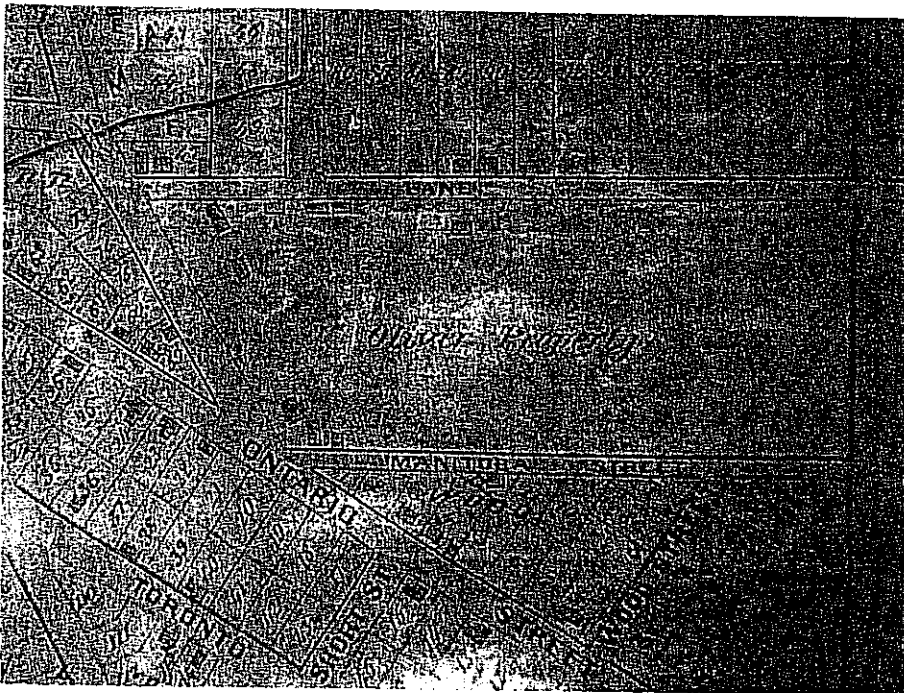
The location of the shop building on the property is unusual insofar as it was built flush with the sidewalk, which is inconsistent with the other buildings fronting the street.

The shop building supports the compact, low-rise character of the streetscape prevalent in St. Patrick's Ward today, and has excellent potential for adaptive re-use.

## 6.0 Maps and photos



*Figure 2. Detail of T W Cooper's Map of the Town of Guelph, 1862, showing buildings on Oliver's property. There are no buildings in the vicinity of 47-49 Alice Street at this time. Source: Guelph Civic Museum*



*Figure 3. Detail of T W Cooper's Map of the Town of Guelph, circa 1875-77, showing buildings on Oliver's property. There are still no buildings on 47-49 Alice Street at this time. Source: University of Guelph Archives*



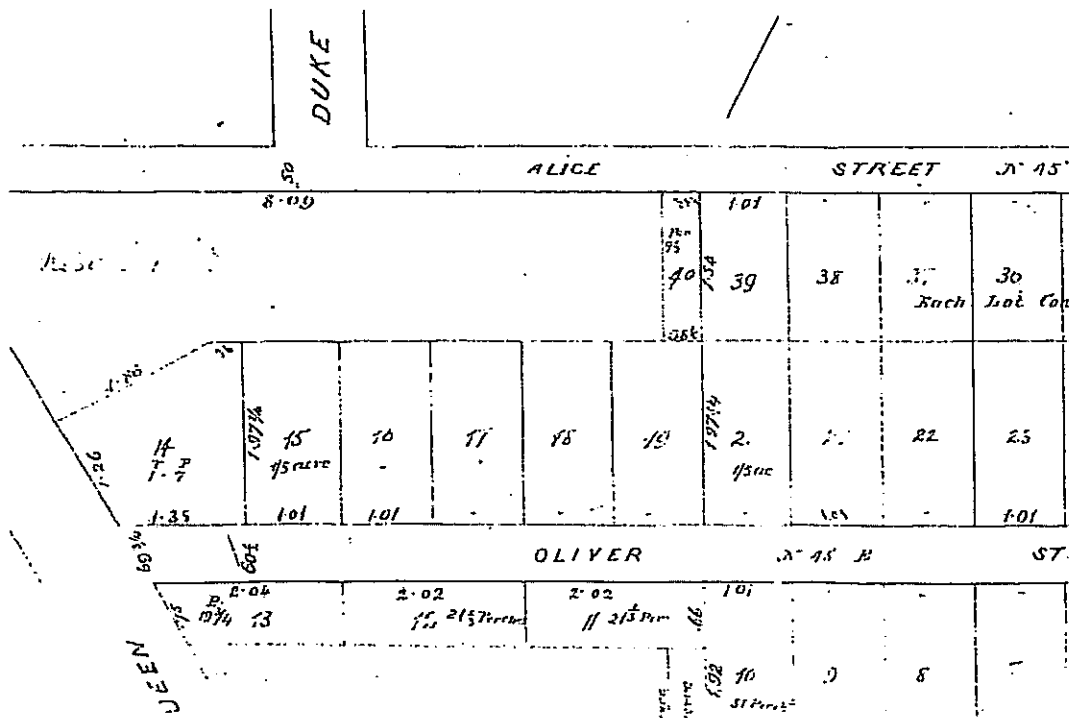


Figure 4. Detail of Plan 244, Subdivision of part of Lot No. 2 in the First Range of Division F, Town of Guelph, Property of Henry H Oliver, Registered on 22 June 1846. Source: Guelph Land Registry Office

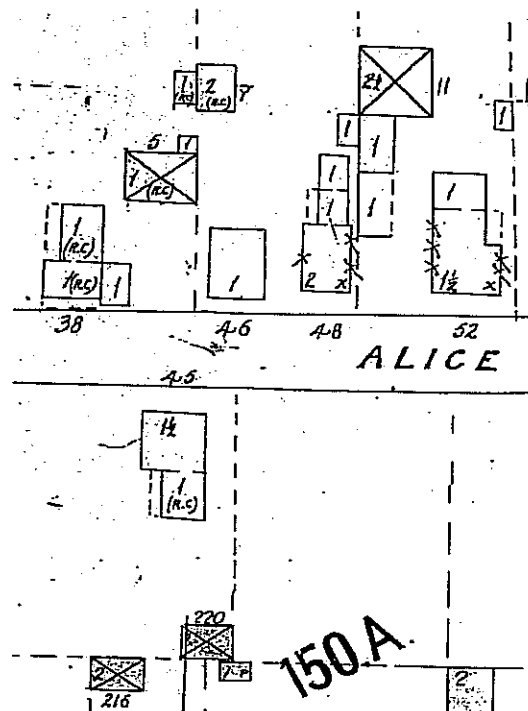
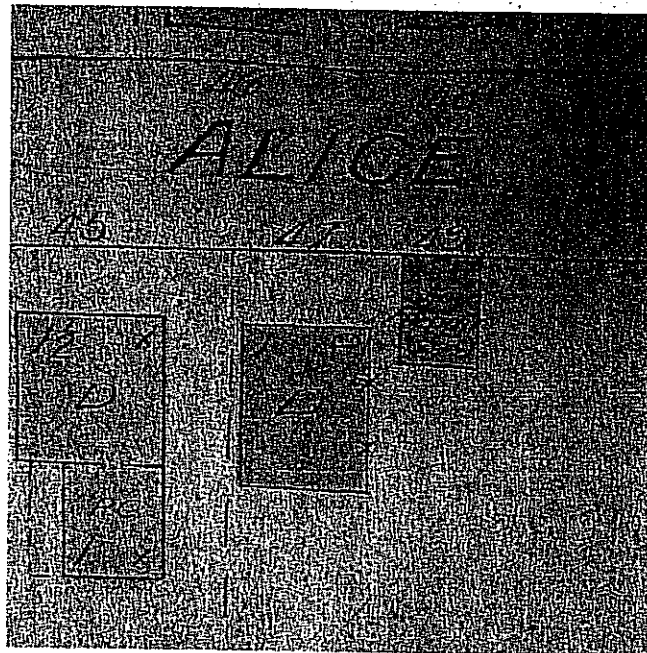
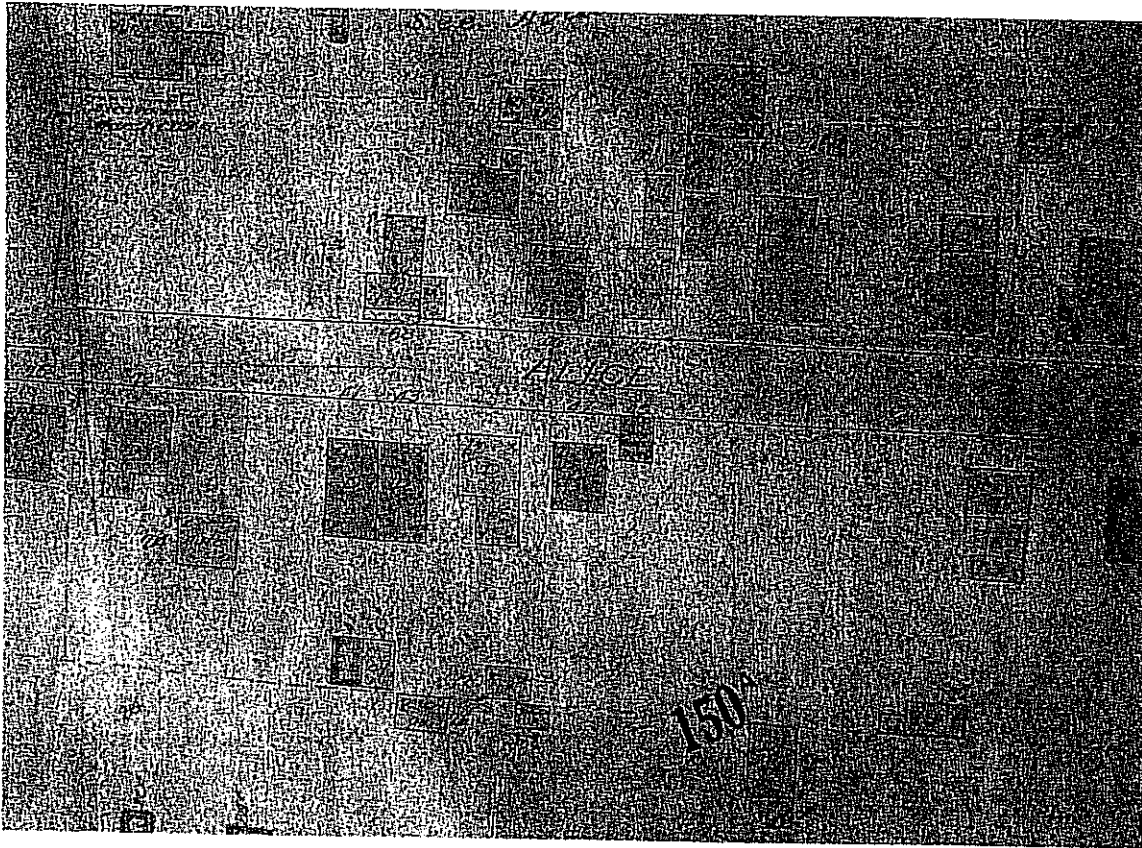


Figure 5. Detail of Fire Insurance Plan of the City of Guelph, showing a vacant lot at 47-49 Alice Street in November 1907. Charles E Goad and the Underwriters' Survey Bureau Limited. Source: Guelph Public Library microfilm



*Figure 6. Details of Fire Insurance Plan of the City of Guelph, showing the outline of the house and shoe repair shop at 47-49 Alice Street in October 1929. Underwriters' Survey Bureau Limited. Source: Guelph Civic Museum*

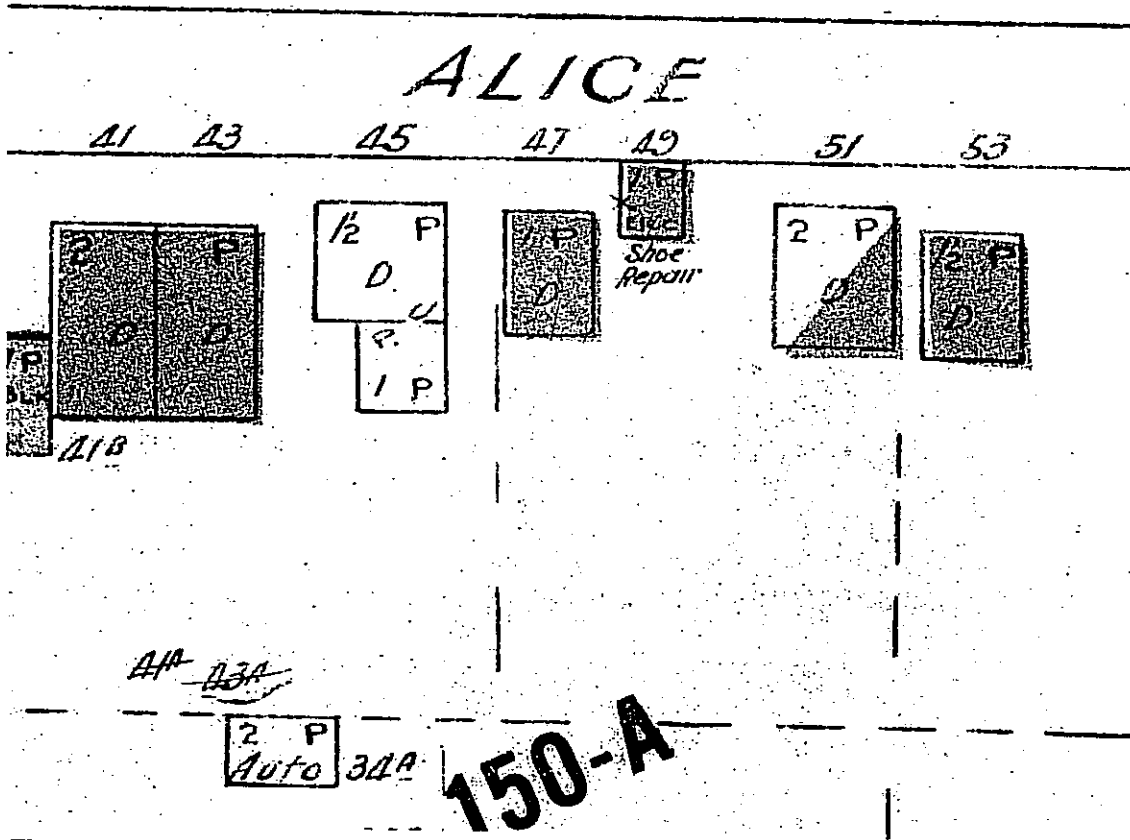
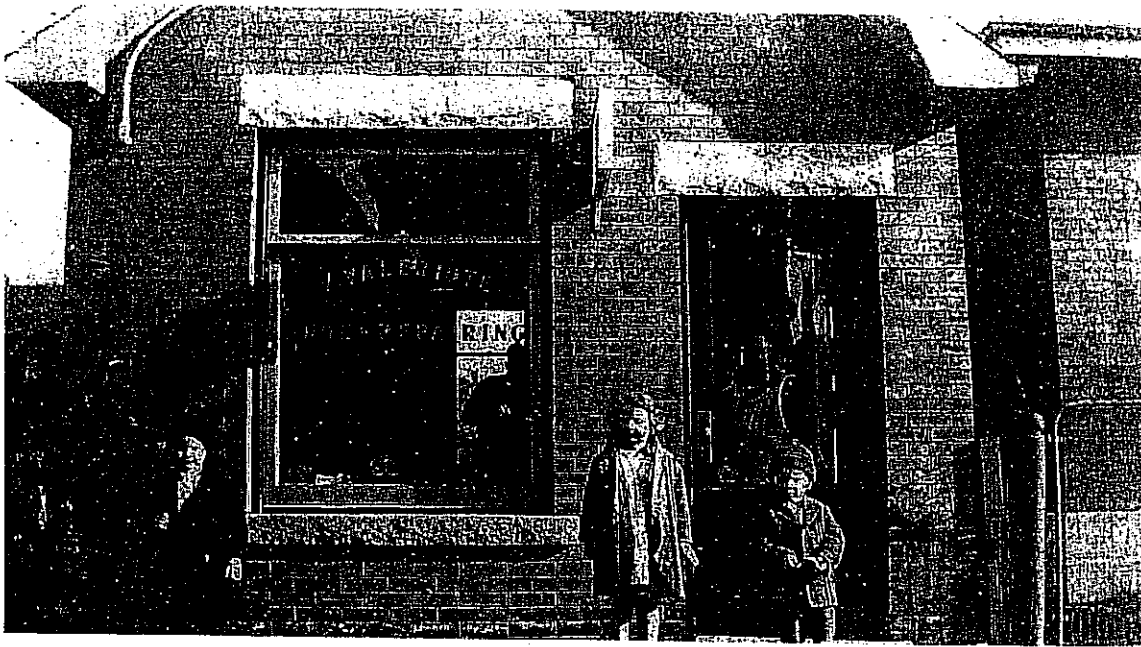


Figure 7. Detail of Fire Insurance Plan of the City of Guelph, showing the outline of the house and shoe repair shop at 47-49 Alice Street in June 1960. Underwriters' Survey Bureau Limited. Source: Guelph Public Library microfilm



*Figure 8. Photo of front façade of Vincenzo Valeriote's Shoe Repairing Shop, 49 Alice Street, circa 1928. Vincenzo Valeriote can be seen at work inside the shop; his wife, Maria Anunziata Valeriote, is standing inside the front door. Source: Gayle Valeriote.*



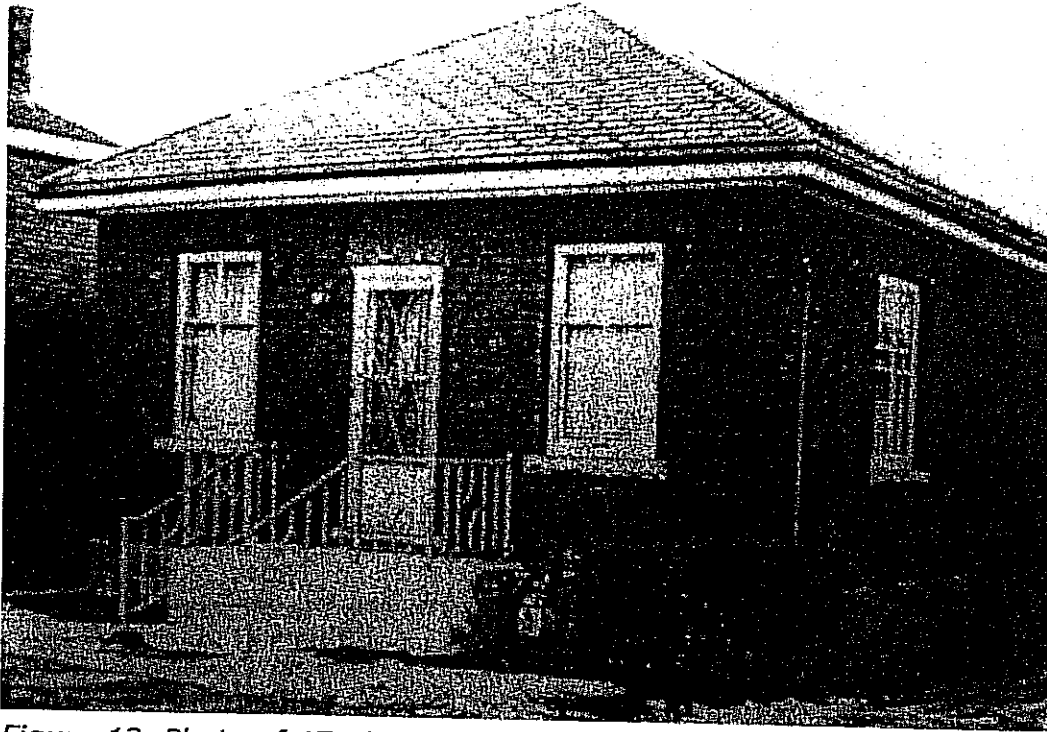
*Figure 9. Photo of the interior of Vincenzo Valeriote's Shoe Repairing Shop, 49 Alice Street, date unknown. Vincenzo Valeriote is pictured alongside the tools of his trade. Source: Gayle Valeriote.*



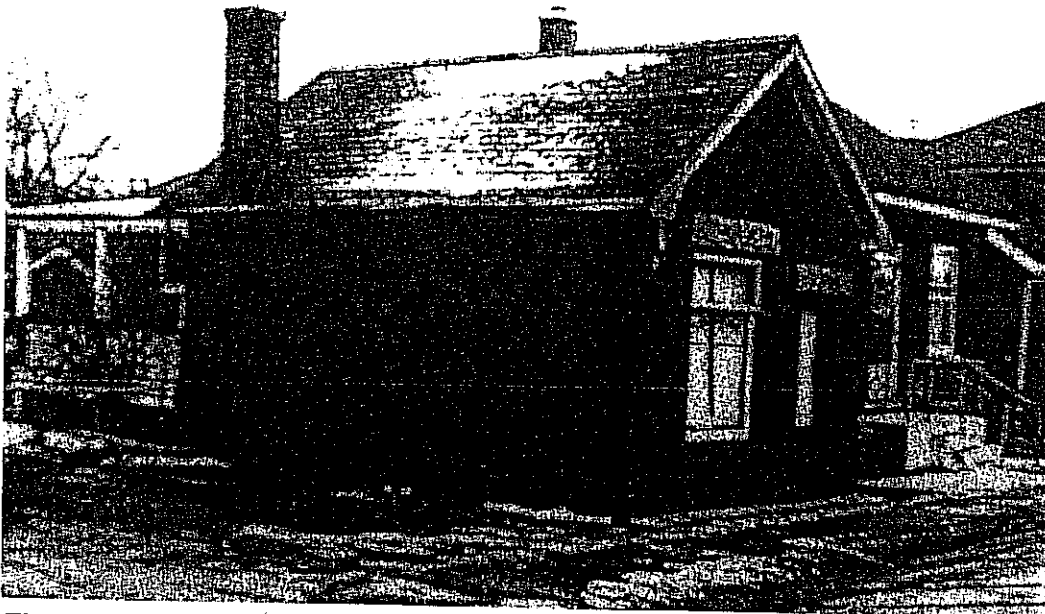
*Figure 10. Photo of front façade of Vincenzo Valeriote's Shoe Repairing Shop, 49 Alice Street, circa 1938. Vincenzo and Maria Anunziata Valeriote's teenage children are pictured sitting on the window sill. Source: Gayle Valeriote.*



*Figure 11. Photo of Vincenzo Valeriote at the rear of his Shoe Repairing Shop, 49 Alice Street, date unknown. Source: Gayle Valeriote.*



*Figure 12. Photo of 47 Alice Street, 1 Sept 1975, taken from the west. Source: Gordon Couling, Couling Building Inventory, Guelph, Ontario, 1827-1927*



*Figure 13. Photo of 47-49 Alice Street, 1 Sept 1975, taken from the north. Source: Gordon Couling, Couling Building Inventory, Guelph, Ontario, 1827-1927*



*Figure 14. Photo of 47 Alice Street, April 2008, taken from the north. Source: Libby Percival*



*Figure 15. Photo of 47 Alice Street, April 2008, taken from the northwest. Source: Libby Percival*



*Figure 16. Photo of 49 Alice Street, April 2008, taken from the northwest. Source: Libby Percival*



*Figure 17. Photo of 49 Alice Street, April 2008, taken from the west. Source: Libby Percival*



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## **7.0 Sources**

### **7.1 Primary Sources**

Abstracts of Titles for the County of Wellington, 1835-1969. Guelph Land Registry Office microfilm

Email from Gayle Valeriotte to Lori Pagnan, dated 23 September 2007.

#### **Maps**

Cooper, T W, 1862. *Map of the Town of Guelph*. Guelph Civic Museum

Cooper, T W, circa 1875-77. *Map of the Town of Guelph*. University of Guelph Archives

Goad, Charles E, February 1897 (extended November 1907, revised 1911). Fire Insurance Plan of the Town of Guelph. Guelph Public Library microfilm

Underwriter's Survey Bureau Limited, March 1922 (revised to October 1929). Insurance Plan of the City of Guelph. Guelph Civic Museum

Underwriter's Survey Bureau Limited, June 1960. Insurance Plan of the City of Guelph. Guelph Public Library microfilm

### **7.2 Secondary Sources**

#### **Books and articles**

Bowley, Pat, 1994, "The Italian Community in St. Patrick's Ward, Guelph, Ontario, 1900-1939," *Historic Guelph* 33, pp 55-72.

City of Guelph, Planning and Business Services, 2003, *St. Patrick's Ward Land Use Strategy*.

Couling, Gordon, 1979. *Couling Building Inventory, Guelph, Ontario, 1827-1927*.

Stokes, Peter John, and Frank H Burcher, 1996. *Inventory of Heritage Structures for the City of Guelph: Local Architectural Conservation Advisory Committee. Phase 3, Ward 1 Area*

ATTACHMENT 3 – DESIGNATION ASSESSMENT – CRITERIA FOR DETERMINING CULTURAL HERITAGE VALUE OR INTEREST

**DESIGNATION ASSESSMENT**

<b>Property: 47-49 Alice Street</b>	<b>Date: April 2008</b>
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**CRITERIA FOR DETERMINING CULTURAL HERITAGE VALUE OR INTEREST**

*The criteria set out below are taken directly from the Ministry of Culture Regulation 9/06 made under the Ontario Heritage Act for the purpose of assessing property for designation under Section 29 of the Act..*

<b>CRITERIA</b>	<b>NOTES</b>	<b>SCORE</b>
<b>The property has design value or physical value because it...</b>		
...is a rare, unique, representative or early example of a style, type, expression, material or construction method	provides a representative example of a late Edwardian Ontario Cottage and an associated shoe repair shop, which together form an intact grouping of inter-war period buildings, constructed by and for members of Guelph's Italian community in St. Patrick's Ward.	✓
...displays a high degree of craftsmanship or artistic merit		
...demonstrates a high degree of technical or scientific achievement		
<b>The property has historical value or associative value because it...</b>		
... has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community	is a good example of a small workshop constructed in Guelph in the 1920s by an Italian immigrant family for a new business alongside their family home. Shops like this were primarily patronized by local customers and contributed to the social and cultural cohesion of the local community.	✓
...yields, or has the potential to yield, information that contributes to an understanding of a community or culture	contributes to an understanding of an important period of Italian immigration to Canada and the development of Guelph's Italian community in St. Patrick's Ward. It also speaks to the working-class character of St. Patrick's Ward, and the historical mixture of residential and industrial activity within this neighbourhood.	✓
... demonstrates or reflects the work or ideas of an		

architect, artist, builder, designer or theorist who is significant to a community		
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The property has contextual value because it...		
... is important in defining, maintaining or supporting the character of an area	supports the compact, low-rise character of the streetscape prevalent in St. Patrick's Ward today.	✓
...is physically, functionally, visually or historically linked to its surroundings	is historically linked to its surroundings, in a mixed use neighbourhood at the heart of St. Patrick's Ward.	✓
... is a landmark		

## Designation of 47-49 Alice Street



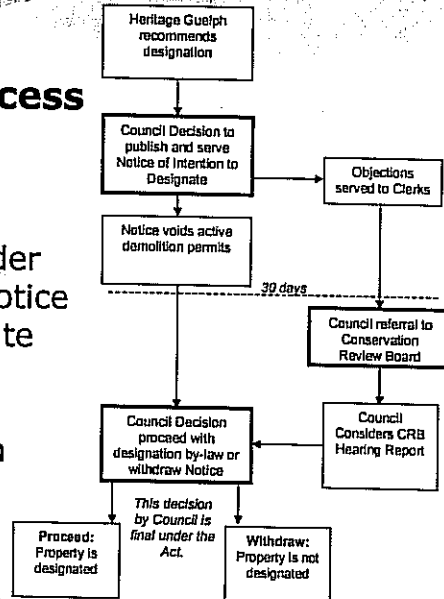
**Making a Difference**

## Background

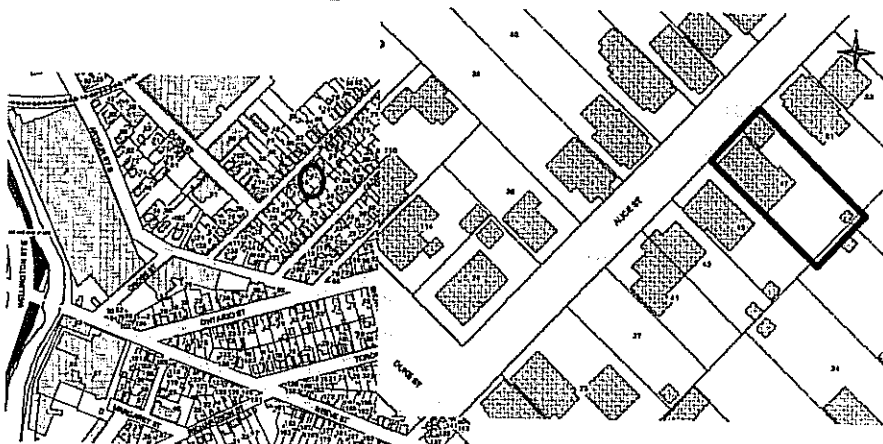
- Demolition request received
- Property listed in Heritage Inventory
- Staff review request and refer to Heritage Guelph
- Background research conducted on property
- St. Patrick's Ward CIP & Land Use Strategy  
Strategy 1 – Respect Heritage  
Encourage retention of heritage resources and  
the area's mixed use industrial character
- Heritage Guelph recommends that Council  
proceed with designation

## Designation Process

- Public process
- Property protected under OHA legislation once notice of Intention to Designate published & served
- Council makes final decision on designation



## Property Location



47-49 Alice Street

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## ATTACHMENT 4 – STATEMENT OF REASONS FOR DESIGNATION

### 47-49 ALICE STREET "VALERIOTE HOUSE AND SHOE REPAIRING SHOP"

#### **WHY THE PROPERTY IS BEING DESIGNATED:**

Built in 1924, the pair of red brick structures at 47-49 Alice St. provides an excellent example of a residence and small scale workshop being constructed side-by-side as a convenient employment source for an Italian immigrant family in the 1920s.

The one storey red brick residence was constructed by local builder Ralph Macri, in the style of a late Edwardian Ontario Cottage for the family of Vincenzo Valeriote. The companion one storey red brick accessory building was constructed for use as a shoe repair shop by the Valeriote family and was known as the V. Valeriote Shoe Repairing Shop. Shops like this were primarily patronized by local customers and contributed to the social and cultural cohesion of the local community.

The development of the property reveals an important period of Italian immigration to Canada and the development of Guelph's Italian community in St. Patrick's Ward. The pair of structures contributes to our understanding of the local character of St. Patrick's Ward as a working class neighbourhood with a long history of mixed uses.

The buildings' historic connection with the City's early growth and their contextual value in defining, maintaining and supporting the character of St. Patrick's Ward; warrant their consideration for historic designation under Part IV of the *Ontario Heritage Act*.

#### **WHAT IS TO BE PROTECTED BY DESIGNATION:**

The following elements of 47-49 Alice Street should be considered for designation under Part IV of the *Ontario Heritage Act, R.S.O. 1990, Chapter 0.18*:

- front elevation of the one storey residence including window and door openings and hip roof line;
- front elevation of the one storey accessory building including window and door openings and open gable roof line;
- window opening on the west side of the accessory building; and
- setback/location of the buildings' relative to Alice St.

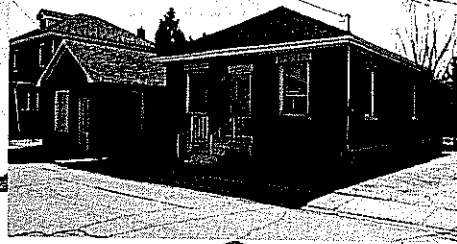
It is intended that non-original features may be returned to documented earlier designs or to their documented original without requiring City Council permission for an alteration to the designation.

## Property Information



Lot Size	45 by 101 feet
Lot Area	4,572 ft <sup>2</sup>
Parking	Off Site

## Photographs



## Photographs



## Statement of Reasons for Designation

- Built in 1924 by local builder Ralph Macri for the family of Vincenzo Valeriote
- Representative example of a late Edwardian Ontario Cottage constructed of red brick
- Intact pairing of a residence and small scale workshop (V. Valeriote Shoe Repairing Shop)
- Workshop a convenient employment source for an Italian immigrant family in the 1920s
- Shops like this were primarily patronized by local customers and contributed to the social and cultural cohesion of the local community



## Designation Assessment

### Historic connection with City's early growth

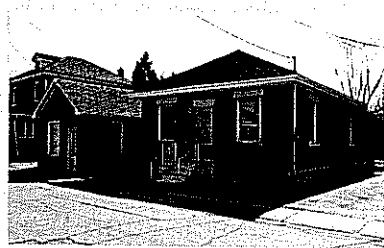
- The development of the property reveals an important period of Italian immigration to Canada and the development of Guelph's Italian community in St. Patrick's Ward

### Contextual value in defining, maintaining and supporting the character of St. Patrick's Ward

- The pair of structures contributes to our understanding of the local character of St. Patrick's Ward as a working class neighbourhood with a long history of mixed uses

## What is to be Protected

- Front elevation of the one storey residence including window and door openings and hip roof line;
- Front elevation of the one storey accessory building including window and door openings and open gable roof line;
- Window opening on the west side of the accessory building; and
- Setback/location of the buildings' relative to Alice St.





## **What is to be Protected (Cont'd)**

It is intended that non-original features may be returned to documented earlier designs or to their documented original without requiring City Council permission for an alteration to the designation



## **Report Recommendation**

- CD&ES Report 08-57 be received
- City Clerk be authorized to publish and serve Notice of Intention to Designate property in accordance with Ontario Heritage Act, as recommended by Heritage Guelph
- Designation By-law be brought before Council for approval if no objections received within 30 days

47 ALICE

# City of Guelph

Environment & Transportation Group



File No. 16.142.003

To: Ian Panabaker, Heritage & Urban Design Planner  
From: Julius J. Bodai, C.E.T., Engineering Technologist II  
Department: Engineering Division: Development Services  
Date: January 31, 2005  
Subject: Proposed COA Application for a garage - 47 Alice Street and 49 Alice Street

PLANNING AND  
BUILDING SERVICES  
JAN 31 2005

Ian:

This is in reply to your email of January 26, 2005 regarding a request to open up an accessory building as a garage and the analysis of the site leads to the following comments;

We have reviewed the above noted preliminary request to open up an accessory building as a garage and can advise that the Environment and Transportation Group have some concerns with this request. The building is located approximately 0.30-metres (1.0 feet) from the Alice Street property line and at a setback of only 0.30-metres, there is insufficient room to park a vehicle off the roadway, which is one of the purposes of the By-law. Furthermore, a vehicle would have to be stopped on the sidewalk and part of the roadway in order for the driver to get out of the vehicle to manually open or close the garage door.

The sidewalk is less than 0.15-metres from the Alice Street property line and a vehicle that is backing out of this garage would not be able to see pedestrians approaching along the sidewalk. The building/garage at this location would create a hazardous situation. Therefore, the request to open up an accessory building as a garage would not maintain the intent and purpose of the By-law.

The Environment and Transportation Group could not support the proposed accessory building to be used as a garage due to the above.

If you have any questions, please do not hesitate to call me.

cc: Peter D. Linn, P.Eng., Manager of Development Services  
Kim Fairfull, Secretary-Treasurer, Committee of Adjustment

# Memo

#### 47-49 Alice Street

49 Alice Street is a small shoe shop constructed circa 1924 for the Valeriote family. The building is representative of many live/work properties found in The St. Patrick's Ward. This phenomenon is significant as it is associated with Italian immigration to Guelph. The shoe shop along with approximately 200 other buildings including butchers and grocers remind us of a vibrant community that flourished through the early part of the 20<sup>th</sup> century. The cultural significance of these buildings is inherent in their being part of this community and Guelph as a whole.

The shoe shop as a stand alone property is of little architectural significance. It is vernacular in style and does not have any outstanding features. The buildings proximity to the adjacent residence and street are significant as they are typical of the streetscapes in The St. Patrick's Ward. Any alteration or relocation of this building in the name of preservation would negate its original significance.

Designation of this property can not be for architectural reasons as the buildings significance lies solely in its historical and cultural relationship to the rest of the community. The St. Patrick's Ward Community Improvement and Land Use Study states that these buildings "have been identified as contributing to a unified and consistent streetscape" The value of this property would be best preserved in a heritage district which is not possible at this time.

With consideration of the above I move to allow the demolition of 49 Alice Street as requested by the owner. Previous to the demolition a photographic record of the building and site should be undertaken. Equally the owner should endeavour to salvage as much of the building as possible.

Doug Haines  
Chair, Designation Subcommittee



320 Woolwich St. S., Breslau, ON N0B 1M0 • Tel: 519-648-3526 • Fax: 519-648-3165 • Email: [info@pretiumeng.com](mailto:info@pretiumeng.com)

May 8, 2008

Mr. Blair Cleveland  
47 Alice Street  
Guelph, Ontario  
N3C 2V4

Dear Mr. Cleveland:

**Preliminary Building Review  
49 Alice Street  
Guelph, Ontario**

**1 Terms of Reference**

As per your request, Pretium Engineering Limited (Pretium) has performed a review of the building located at 49 Alice Street, in Guelph, Ontario.

The purpose of the preliminary review was to determine the general condition of the structure and to provide a budget estimate to restore the structure to habitable conditions.

The site was visited on May 5, 2008. For the purposes of this report, the Alice Street elevation of the structure faces north.

**2 Background Information**

The following is understood:

- .1 The structure is unoccupied and is used a storage shed.
- .2 The structure currently has no source of heating, lacks plumbing and drainage, and does not have an electrical service.

### 3 Findings and Comments

#### 3.1 General

The following was noted during the site review:

- .1 The structure measures approximately 20' x 14'. It is a single storey in height and does not have a basement. There is an inaccessible crawlspace. The crawlspace is vented.
- .2 The building structure is as follows:
  - i) cast-in-place concrete foundation;
  - ii) solid masonry exterior walls comprising three wythes of clay brick masonry; the interior side of the masonry is parged.
  - iii) 2" x 8" at 16" o.c. wood joist floor system with tongue and groove planking subfloor. Based on a limited view of the crawlspace through an opening made by the Owner in the floor, the joists are supported by a wood nailer secured to the side of the foundation walls. The joists run east-west.
  - iv) wood framed, gable-type roof consisting of wood rafters and ceiling joists. The rafters and joists run east-west. Wood planks serve as sheathing.
- .3 There are two doors, one each on the north and south elevations. There are three single glazed, single hung windows, one on each elevation except for the east elevation which does not have windows.
- .4 Interior wall finishes consist of a gypsum panel secured to nailers fastened to the brick masonry.
- .5 The ceiling finish consists of a gypsum panel secured to the ceiling joists.
- .6 There was a chimney at one time but it was dismantled.

### 3.2 Component Review and Recommended Repairs

The following comments are providing regarding various issues that would require repair/retrofit in order to make the structure habitable:

- .1 The structure currently has no source of heating, lacks plumbing and sanitary drainage, and does not have electricity. There is electrical wiring; however there is no service to the structure. If the structure is to be used for something other than storage, i.e., used as a living or work space, it will require heating, plumbing and drainage, and electricity.
- .2 The structure is currently uninsulated. At minimum, the ceiling would require insulating. Preferably, the walls and perimeter foundation walls should also be insulated. If insulation is introduced, then a vapour will also be required in the ceiling and wall assemblies.
- .3 The foundation, floor, wall and roof structures appear to be sound. There is some concern relating to the east side of the building where exterior grade is higher than the interior floor level by approximately 2 to 6". The ends of the wood joists may be compromised along this length of wall. As such, the joists should be reviewed for possible deterioration.
- .4 As stated, grade is above floor level at the east side of the building. One or two brick courses are below grade. As such the brick has been absorbing water, and through capillary action, water has wicked up the wall approximately 4'. This has resulted in efflorescence. The mortar joints in this area are also eroded.

To properly address this condition, it is recommended that the bottom three or four rows of brick be removed and a concrete block or brick installed complete with a dampproofing layer and flashing. This will prevent movement of water into the wall system and prevent potential deterioration of the wood joists. Mortar joint repointing is also required.

- .5 If the interior space is heated and the ceiling insulated, then venting of the attic space is required. There is no venting into the attic space at the present time.
- .6 There appears to be localized wood rot at the windows and doors. The glazing putty is also failing and requires replacement. It is unknown if the windows are operable. The windows and doors could either be restored, or preferably, replaced with thermally efficient units.
- .7 The shingles on the west side of the roof are in fair to poor condition. Replacement will be required in the near future.
- .8 Although aesthetic in nature, some upgrade to the interior walls and ceiling finishes will be required.

#### 4 Budget Estimates

Class "D", i.e., a  $\pm 50\%$  budget estimate, is provided for the recommended remedial repairs. The costs of these repairs are based upon the deterioration present at the time of the review and average unit prices. It is important to realize that the prices are not based on prepared specifications, but instead on general approaches and assumed quantities. The actual repair costs will depend on the prices received at the time of tendering. Please note that the listed prices do not include GST or engineering fees associated with the preparation of specifications.

The anticipated cost of the repairs recommended in 3.2 is \$25,000.00, exclusive of GST.

#### 5 Limiting Conditions

The assessment provided is based on visually observed defects at a limited number of locations and Pretium's experience with similar reviews. Deficiencies may exist at other areas not referenced in this report or that are not visually apparent given the level of evaluation. No responsibility is therefore assumed concerning these matters, or for failure to carry out technical or engineering techniques which would be required to discover any inherent or hidden conditions of the property since such an investigation was not included in the scope of work.

We trust that the above is satisfactory for your purposes. If you have any questions or comments concerning the enclosed please do not hesitate to contact our office.

Yours very truly,

**Pretium Engineering Limited**



Louis Reginato, P.Eng.