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COMMUNITY DEVELOPMENT AND ENVIRONMENTAL SERVICES COMMITTEE

January 11, 2008

Council Chambers – 11:00 a.m.

- Disclosure of Pecuniary Interest
- Confirmation of minutes December 7, 2007 & December 14, 2007

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
POLLINATOR PARKS PRESENTATION	
Dr. Karen Landman, University of Guelph will provide a presentation.	
UPDATE REGARDING SIGN BY-LAW VARIANCES FOR DELTA HOTEL AND CONFERENCE CENTRE AT 50 STONE ROAD WEST	Approve
THAT the request for variances from the Sign By-law for 50 Stone Road West, to permit two building signs to be situated on the sixth and seventh storeys of the building face in lieu of the by- law requirement of the first storey of a building face only and to permit each sign to have a sign area of 15.3 square metres in lieu of the required 2.3 square metres, be approved.	
TOPSOIL DEPTH & COMPOSITION POLICY	Approve
THAT Report 08-07 from Community Design and Development Services, dated January 11, 2008 regarding the passage of a topsoil depth and composition policy be received;	
AND THAT the proposed policy, attached as Appendix 'A' of this report be approved.	

EASTVIEW COMMUNITY PARK MASTER PLAN – FORMER LANDFILL	Approve
THAT the Community Design and Development Services Report 08-01, dated January 11, 2008, pertaining to the Proposed Community Park at the closed Eastview sanitary landfill property, be received;	
AND THAT staff be directed to proceed with the implementation of the Council-approved Master Plan as outlined in Appendices 2, 3 and 4;	
AND THAT staff be directed to consider use of the passive areas of the approved Eastview Community Park concept for a Pollinator Park and report back with a cost estimate and funding opportunities for the initiative.	
288-290 WOOLWICH STREET BROWNFIELD REDEVELOPMENT GRANT	Approve
THAT Council grant the request for financial assistance pursuant to the City of Guelph's Brownfield Redevelopment Community Improvement Plan to an upset total of \$10,000 upon completion of a Phase II Environmental Assessment;	
AND THAT Council also grant the request for financial assistance pursuant to the City of Guelph's Brownfield Redevelopment Community Improvement Plan to an upset total of \$10,000 upon completion of a Remedial Work Plan;	
AND THAT prior to the issuance of any funds, the sale of the subject lands from Petro-Canada to Quantum Murray LP is completed;	
AND THAT staff be directed to proceed with finalizing an Environmental Study Grant Agreement and Information Sharing Agreement with the prospective purchasers of 288-290 Woolwich Street;	
AND THAT the Mayor and Clerk are authorized to sign the Environmental Study Grant and Information Sharing Agreement.	

OTHER BUSINESS:

NEXT MEETING: February 8, 2008

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, December 7, 2007, 8:30 a.m.
	A meeting of the Community Development and Environmental Services Committee was held on Friday, December 7, 2007 in Council Chambers at 8:30 a.m.
	Present: Councillors Burcher, Billings (arrived at 8:50 a.m.), Piper, Salisbury and Mayor Farbridge
	Also Present: Councillors Beard, Bell and Hofland
	 Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Henry, City Engineer; Dr. J. Laird, Director of Environmental Services; Mr. D. Kudo, Infrastructure Planning, Design & Construction Manager; Mr. B. Stewart, Acting Director of Finance; Mr. Scott Hannah, Manager of Development & Parks Planning; Mr. I. Panabaker, Heritage/Urban Design Planner; Ms. J. Jylanne, Senior Policy Planner; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Mr. A. Janes, Project Engineer; Ms. B. Brombal, Coordinator, Service Performance & Development; Mr. P. Kraehling, Senior Policy Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator. There was no disclosure of pecuniary interest. 1. Moved by Councillor Salisbury Seconded by Councillor Piper THAT the minutes of the Community Development and Environmental Services Committee meeting held on November 9, 2007 be confirmed, as amended to indicate Councillor Billings moved and Councillor Salisbury seconded motion number four.
	Carried
	PRESENTATIONS
	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the procedural by-law be suspended to allow Dr. Anne Clarke and Ms. Martha Scroggens as delegations with respect to the Urban Organic Garden.
	Carried
	Urban Organic Garden
	Dr. Anne Clarke was present to provide information with respect to the urban organic garden program.

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	Community Development & Environmental Services Committee Page 2		
	Ms. Martha Scroggens advised that the program will include providing workshops to educate the general public regarding utilizing organic gardens on their own properties. They plan to be self-supporting within 3-5 years and hope to providing produce to the day care centres at the University and to the Fresh Food Box program. Their intention is to sell what they grow to campus entities only and not compete in the general marketplace. Students will be the top priority, and they hope to have students teaching students as the program progresses. They are considering two sites at the moment: one at College Ave. & Edinburgh Road which is larger but has more neighbours; and one at the arboretum that is approximately 2.5 acres located behind the east residence.		
 Dr. J. Laird Moved by Mayor Farbridge Seconded by Councillor Piper THAT staff be directed to meet with representatives from the Urban Or Garden program to explore opportunities for the City's involvement an back to the Committee. 			
	Carried		
	Guelph Transportation Terminal		
	Mr. R. Philips, Transportation Planning & Development Engineering Manager, advised that the City will be formally seeking provincial funding for this project outside of the gas tax funding currently allocated. Because there will be an interregional component, the Provincial government should assist with funding.		
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the Community Design and Development Services Report 07-117, dated December 7, 2007 be received; 		
	AND THAT Council request the Provincial Government to fund the interregional component of the proposed Transportation Terminal, estimated to be 35% of the total cost;		
	AND THAT the Mayor advise the Minister of Transportation, Minister of Public Infrastructure Renewal, and the Minister of Finance of Guelph's request for Provincial funding support for the Guelph Interregional Transportation Terminal;		
	AND THAT the Mayor advise the Guelph MPP of the Council resolution requesting Provincial funding support for the Guelph Interregional Transportation Terminal.		
	Carried		

Community Development & Environmental Services Committee Page 3

Guelph Environmental Leadership "Green Impact Guelph" (GIG) Program

Ms. Glynis Logue was present to provide information with respect to their "GIG" Program. She advised that they submitted a proposal to the Ministry of Energy and received almost \$50,000 for the program. In November, they began the six month project and are currently in the process of distributing approximately 10,000 conservation kits to households throughout the City. She advised recipients are requested to complete a survey on energy conservation so they can measure where households are at now and where they are after the project has been rolled out. They plan to identify barriers and then work to remove those barriers to energy conservation. She requested endorsement of the two large GEL projects.

5. Moved by Councillor Salisbury Seconded by Councillor Piper

THAT Council congratulates and endorses Guelph Environmental Leadership on their two large projects which are funded through the Ministry of Energy "Green Impact Guelph" and the "Ontario Power Authority";

AND THAT Council endorses the efforts of Guelph Environmental Leadership and other community groups that are seeking to support the implementation of Guelph's Community Energy Plan.

Petition to Designate Part of MacAlister Park as a "Sports Field"

Ms. Barb Sellers was present to provide information with respect to the petition. She advised the park was being used as an "off-leash" zone until a complaint was filed and signs erected advising dogs must be on a leash. The neighbourhood would like to bring the park up to the standards of other P2 parks and they have almost 300 signatures on their petition in support. She stated the neighbours believe designating the park is consistent with policy initiatives such as the crime reduction policy and the Wellington-Dufferin Charter of Rights. She also advised their proposal would encourage use of green space, a safer neighbourhood and provide more age appropriate activities for the youth.

Ms. Kelly was present in support of the petition and advised that dog owners previously spent thirty minutes allowing their dogs to run free at the park and it provided a good socialization opportunity. She stated that once children are past the age of using climbers, there is not much other use for the park. She advised that there are potential community partners to assist with developing the park space. She stated that they are requesting the designation and some guidance and assistance from staff as they have people willing to take on the project.

Mr. Gerry Greenfield, a resident of the neighbourhood and dog owner, stated that he previously allowed his dog off leash at the end of Lorna Drive, until the

REPORT

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	Community Development & Environmental Services Committee Page 4	
development occurred. After that he took his dog to MacAlister Park other dog owners until such time as they were advised to stop. He sta owners have been good stewards of the park and will continue to be. that dogs need to run and if they run and are healthy and happy, they w quieter and better behaved. He requested a soccer pitch be placed in t		
	Ms. Avril Hassett, a neighbourhood resident, advised she believes allowing the dogs off leash provided a great opportunity to meet new people and socialize. She stated the dog owners are stewards of the park and clean it up for the protection of the children. She feels the city is in a win-win situation if they allow the park to be designated as a sports field.	
	Mr. Mark Stacey, a neighbourhood resident, father and dog owner was present to support the petition request. He stated that children ages 10 to 18 years of age need something to do at the park. He believes a sporting attraction would be an opportunity to kids to get exercise and socialize.	
	6. Moved by Mayor Farbridge	
	Seconded by Councillor Piper	
Derek McCaughan	THAT the issue of designating the north field area of MacAlister Park as a "Sports Field" be referred back to staff to engage in a consultative process with the neighbourhood residents and give consideration to the request in light of our current polices and procedures and in light of potential community partnerships.	
	Notice of Intention to Designate 1-7 Douglas Street	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 1-7 Douglas Street, originally known as the Brownlow Block and more recently the Gummer Building, 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.	
	Carried	
	Notice of Intention to Designate 60 Cardigan Street	
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 60 Cardigan Street, originally known as the Robert Stewart Lumber Company, in accordance with the Ontario Heritage Act and as recommended by Heritage Guelph; 	

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	AND THAT the designation by-law be brought before Council for approval if no objections are received within the thirty (30) day objection period.
	Carried
	Proposed Rehabilitation of the Eramosa Road Bridge
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the Community Design and Development Services report 07-118, dated December 7, 2007, be received;
	AND THAT a fiberglass bridge deck be included as an option in the tender for the
	reconstruction of the Eramosa Road bridge. Carried
	Request for Financial Assistance – Affordable Housing Proposal by Options for Homes
	Mr. Richard Owen, CEO, Options for Homes/Home Ownership Alternatives Non- Profit Corporation, was present to state that they support the recommendation. He thanked staff for their efforts and professionalism throughout the process and urged the City to move forward as soon as possible to keep costs down.
REPORT	 Moved by Mayor Farbridge Seconded by councilor Piper THAT the Community Design and Development Services Report 07-112 dated December 7, 2007 regarding the review of the request for financial assistance by Options for Homes/Home Ownership Alternatives Non-Profit Corporation be received;
	 AND THAT Council agrees in principle to defer the payment of municipal development charges by the proponent for a period of up to 10 years in respect of the proposal for affordable ownership housing at 35 Mountford subject to: 1) all required planning development approvals being obtained; and 2) Council considering and approving at a future Council meeting an agreement or agreements in accordance with the terms and conditions outlined in Report 07-112 and any other terms and conditions required by the City.
	Award of Contract for a Glass Recovery System at the Materials Recovery Facility (MRF)
Dr. Janet Laird	Staff was directed to report back with information regarding true costs and process including but not limited to, maintenance, staffing, equipment and transportation costs.

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Dr. Janet Laird	 11. Moved by Councillor Billings Seconded by Councillor Piper THAT the Environmental Services Report entitled "Award of Contract for a Glass Recovery System at the Materials Recovery Facility" be provided at the December 17, 2007 Council Meeting if the financial information is available on time. 	
	Carried	
	Transportation Demand Management	
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Councillor Billings THAT the Community Design and Development Services Report 07-116, entitled Transportation Demand Management, dated December 7, 2007 be received. 	
	Carried	
	Heritage Guelph, Municipal Heritage Committee Information Update	
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Councillor Billings THAT the Heritage Guelph, Municipal Heritage Committee Information Update be received. 	
	Carried	
	Official Plan Update 2007-2009 Information Update	
	Mayor Farbridge thanked staff and commended them on this report.	
	Councillor Piper commended staff for addressing so many points identified in the City's Strategic Growth Plan.	
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the Official Plan Update 2007-2009 information update be received. 	
	Carried	
	Local Growth Management Study Information Update – December 2007	
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the Local Growth Management Study Information Update – December 2007 be received. 	

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	 15. Moved by Councillor Billings Seconded by Mayor Farbridge THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about an identifiable individual, including municipal 		
	or local board employees Carried		
	The remainder of the meeting was held in camera.		
	Appointments to Boards & Commissions		
REPORT TO COUNCIL IN COMMITTEE OF THE WHOLE	 16. Moved by Mayor Farbridge Seconded by Councillor Piper THAT staff be given direction with respect to a personal matter about an identifiable individual. 		
WHOLE	Carried		
Mrs. L.À. Giles	City staff were directed to obtain a report from staff liaisons from each board or committee at the time of advertising appointments for comments they feel Council should be aware of when making the citizen appointments.		
	Next Meeting: December 14, 2007		
	The meeting adjourned at 10:50 a.m.		
	Chairperson		

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, December 14, 2007, 9:30 a.m.
	A meeting of the Community Development and Environmental Services Committee was held on Friday, December 14, 2007 in Council Chambers at 9:30 a.m.
	Present: Councillors Burcher, Billings, Piper, and Mayor Farbridge
	Also Present: Councillors Bell, Hofland and Wettstein
	 Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. R. Henry, City Engineer; Mr. P. Cartwright, Manager of Economic Development Services; Mr. B. Stewart, Acting Director of Finance; Mr. B. Poole, Chief Building Official; Mr. M. Humble, Financial Consultant; Mr. R. Philips, Transportation Planning and Development Engineering Manager; Mr. D. Kudo, Infrastructure Planning; Design and Construction Manager; Mr. D. Wyman, Manager, Solid Waste Resources; Ms. S. Aram, Manager of Budget Services; Mr. J. Mairs, Economic Development Project Manager; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. R. Hagey, Financial Consultant; Ms. S. Trerise, Senior Business Development Specialist/Tourism Sector;Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	Opening Remarks
	Mr. H. Loewig, Chief Administrative Officer provided a brief summary of the process and its purpose and advised that the budget guidelines set by Council were met by every department.
	Community Design and Development Services Proposed 2008 Tax Supported Operating & Capital Budget Presentation
	 Mr. J. Riddell, Director of Community Design & Environmental Services provided a brief summary of the budget. He advised that there are a number of legislative impacts such as: Bill 51 Implementation Planning Act Clean Water Act Development Charges Act PSAB Compliance Place to Grow

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	Community Development & Environmental Services Committee Page 2		
	He reviewed the budget impacts for each service area and outlined the reductions and expansions implemented to establish the proposed budget. Some of the key points he addressed were marketing issues in the Economic Development Department and expansions within Planning Services. He also provided a summary of capital highlights for each service area.		
Mr. J. Riddell	Staff were requested to review the budgets for festivals and report back, particularly in relation to the apportionment of the budgets that are applied to Economic Development tourism budget and the culture portion of the Community Services budget.		
Mr. J. Riddell	Staff advised they will provide an update on the infrastructure deficit before the next budget deliberations, and they may have a meeting in early January to bring this information forward with respect to PSAB Compliance.		
	Environmental Services Proposed 2008 Tax Supported Operating and Capital Budgets		
	 Dr. J. Laird, Director of Environmental Services provided a brief overview of the Environmental Services budget. She advised of some key factors impacting the budget including: Ongoing training to maintain compliance with the Ministry of the Environment, Ministry of Labour and the Ministry of Transportation Waste Management Master Plan Community requests for support/assistance 		
	She then outlined the budget reductions and expansions implemented to establish the proposed budget. She also advised of capital highlights of the proposed budget.		
Dr. J. Laird Mr. D. McCaughan	The Director of Environmental Services and the Director of Operations will have a meeting to explore various options to determine a process for yard waste/leaf pickup before the 2008 budget deliberations in February, 2008.		
	Next Meeting: January 11, 2008		
	The meeting adjourned at 11:15 a.m.		





Report: 07-115

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

TO: COMMUNITY DEVELOPMENT AND ENVIRONMENTAL SERVICES COMMITTEE

DATE: JANUARY 11, 2008

SUBJECT: UPDATE REGARDING SIGN BY-LAW VARIANCES FOR DELTA HOTEL AND CONFERENCE CENTRE AT 50 STONE ROAD WEST

RECOMMENDATION:

"THAT, the request for variances from the Sign By-law for 50 Stone Road West, to permit two building signs to be situated on the sixth and seventh storeys of the building face in lieu of the by-law requirement of the first storey of a building face only and to permit each sign to have a sign area of 15.3 square metres in lieu of the required 2.3 square metres, be approved."

BACKGROUND:

At the November 19, 2007 meeting of City Council, the following resolution was passed:

"THAT the request for a variance from the Sign By-law for 50 Stone Road West, to permit Clock Tower Signage to permit two identical Hi Rise Signages on existing tower with logo and letters as shown on Schedule B of the Community Design and Development Services report dated November 9, 2007 be approved;

AND THAT the request for a variance from the sign by-law to permit Clock Tower Signage be referred back to staff for consideration."

Delta Hotel and Conference Centre, located at 50 Stone Road West has requested variances from the Sign By-law to permit two new building signs with associated logos to be located on the sixth and seventh floor roof level of the building face. The proposed signs also exceed the permitted sign area of 2.3 square metres (proposed to be 15.3 square metres each). The property is zoned 1.2-5 (Institutional). The variances are required because building signs are only permitted on the first storey of a building face as outlined in Sign By-law (1996)-

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15245, Table 1, Row 3 and are permitted to be 2.3 square metres through Table 1, Row 5.

REPORT:

Delta Hotel and Conference Centre is located on Stone Road West in the University of Guelph Research Park (see Schedule A-Location Map). The two proposed new building signs and logos are to be part of the overall development of a new hotel. Formal Site Plan Approval was granted on May 15, 2006.

Schedule B- Clock Tower Elevations provides more detail of the signage and clock as requested. It is proposed that two clocks will face east and west while the actual Delta signage will face north. There is nothing proposed facing south on the tower. The Clocks themselves do not require a sign permit, only the proposed sign.

Schedule C- Clock Tower Detail illustrates that the proposed signage (all letters) will not illuminate out of the side of the lettering, only the front. The sides of the lettering and symbol will be grey aluminum to match the roof colour.

Schedule D- Neighbourhood Visibility- photographs taken from two points of intersection at residential streets. Staff has investigated the impact of the Clock Tower signage and has concluded there will be minimal impact on residential properties within the area.

Schedule E- Roof Top Signage provides the Committee with three examples of other roof top signs that have been implemented in Guelph.

Building Sign (Institutional I.2-5 zone)	By-law Requirements	Requests
Permitted Location on a Building or Structure	1 st storey on a building face	Two signs on the 6 th and 7 th storeys of the building face
Maximum Size of Sign Face Permitted	1 sign with a maximum size of 2.3 square metres	Two signs with a sign face of 15.3 square metres

The requested variances remain as follows:

The requested variances from the Sign By-law for location of building signs and sign area are recommended for approval because:

- The signage provides exposure to the traveling public and hotels generally have this type of signage on the upper floors
- The Hotel and Conference Centre is a permitted use in this zone. Typically hotels are in Service Commercial zones and the size of the signs would comply for that zone.
- Previous hotel developments have received similar variances from the Sign By-law
- There is no impact on any residential development nearby

ATTACHMENTS:

Schedule A- Location map Schedule B- Clock Tower Elevations Schedule C- Clock Tower Detail Schedule D- Neighbourhood Visibility Schedule E- Roof Top Signage

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

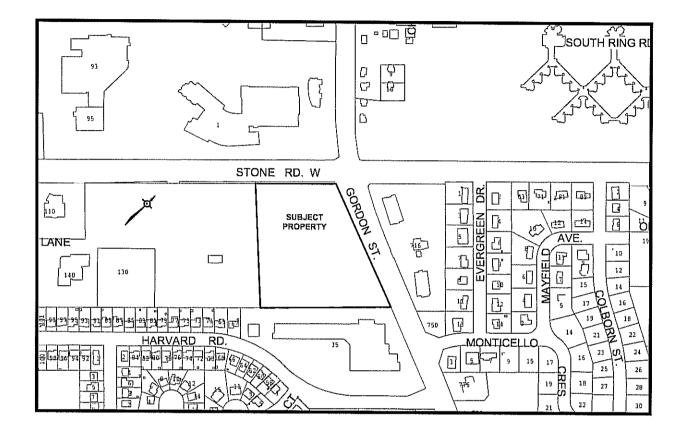
Red)

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

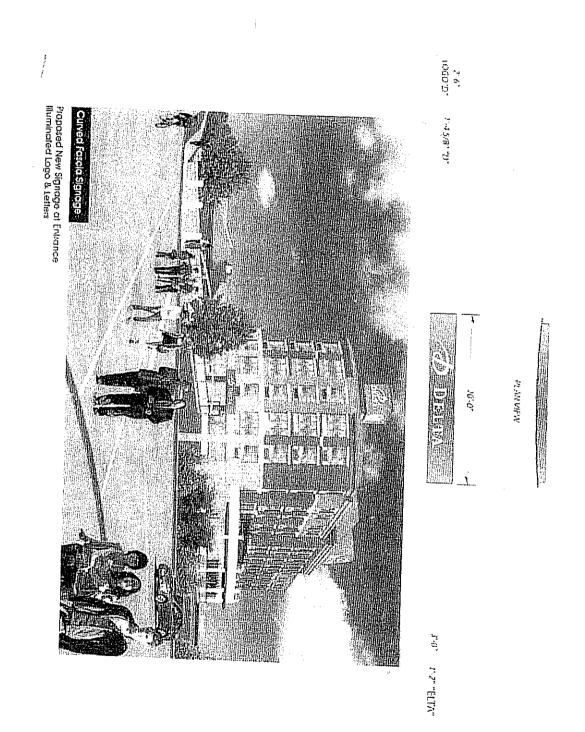
Recommended By: Bruce A. Poole Chief Building Official 837-5615 ext. 2375 bruce.poole@guelph.ca

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SCHEDULE A LOCATION MAP

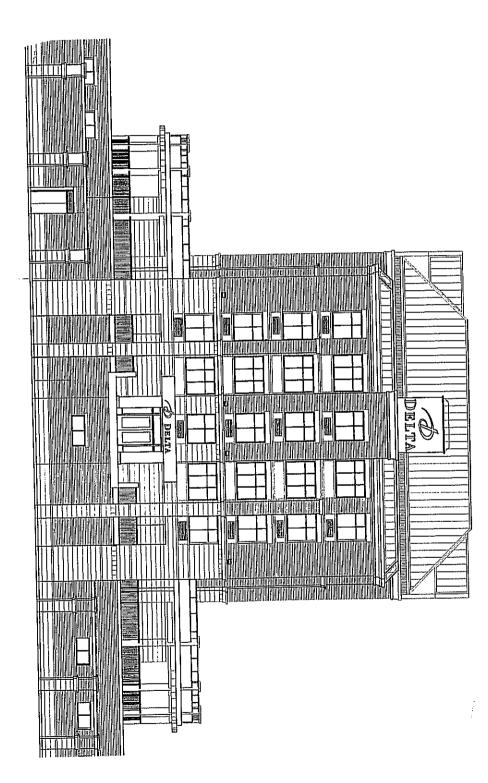


SCHEDULE B CLOCK TOWER ELEVATIONS



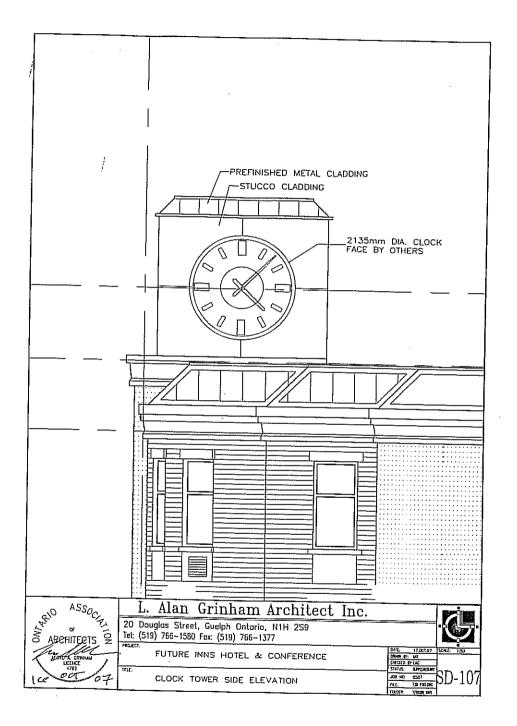
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SCHEDULE B CLOCK TOWER ELEVATIONS (CONTINUED)

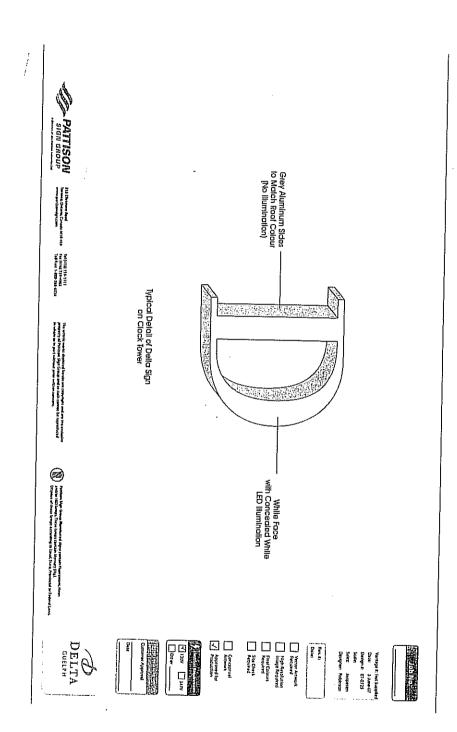


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SCHEDULE B CLOCK TOWER ELEVATIONS (CONTINUED)

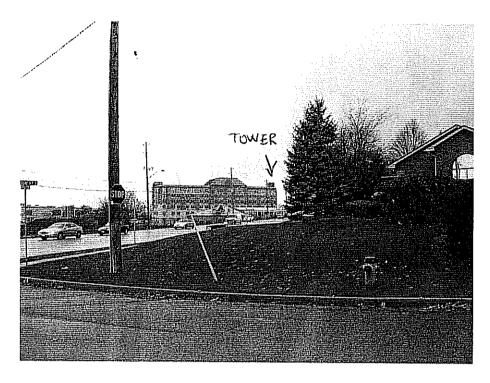


SCHEDULE C CLOCK TOWER DETAIL



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SCHEDULE D NEIGHBOURHOOD VISIBILITY



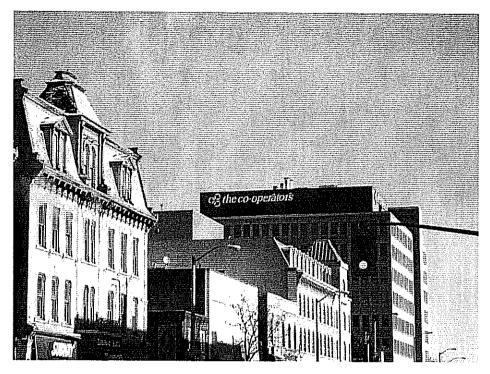
VIEW FROM MONTICELLO CRESCENT



VIEW FROM STONE ROAD EAST AND EVERGREEN DRIVE

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SCHEDULE E **ROOF TOP SIGNAGE**



CO-OPERATORS- 128-130 MACDONELL STREET



SCOTIA MCLEOD- 649 SCOTTSDALE DRIVE

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SCHEDULE E ROOF TOP SIGNAGE (CONTINUED)



HAMPTON INN- 725 IMPERIAL ROAD NORTH



TO: Community Development & Environmental Services Committee

DATE: January 11, 2008

SUBJECT: TOPSOIL DEPTH AND COMPOSITION POLICY

RECOMMENDATION:

"THAT Report # 08-07 from Community Design and Development Services, dated January 11, 2008 regarding the passage of a topsoil depth and composition policy be received;

AND FURTHER that the proposed policy, attached as Appendix 'A' of this report, be recommended for approval to City Council."

BACKGROUND:

At the meeting of City Council on August 13, 2007, staff was directed to review the City's practice and best practices of other municipalities with respect to the depth and composition of topsoil required in new developments and on City rights-of-way and report back to Council with a policy based on their findings and recommendations.

REPORT:

Staff reviewed the best practices of the following municipalities (see attached Appendix 'B') with respect to the depth and composition of topsoil required in new developments and on City rights-of-way.

Town of Oakville Town of Milton City of Cambridge Town of Halton Hills Town of Newmarket City of Peterborough City of Brampton City of Belleville

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City of Hamilton Town of Georgina City of Vaughan City of London City of Guelph City of Kitchener

The City of Guelph's current practice, as detailed in the Standard Specifications of the Contract documents, is as follows:

"The Contractor shall uniformly spread topsoil to a depth of not less than 100mm over the areas designated. All clods or lumps shall be pulverized and any roots, stones over 50mm in diameter, or foreign matter shall be raked up and removed, as directed."

Staff, in addition to soliciting other municipalities, undertook the review of literature on the subject of topsoil depth and composition with the findings as follows:

According to the Turfgrass Institute, there are a number of factors which contribute to a healthy lawn above and beyond regular watering. Two major factors include using a hearty variety of grass and healthy topsoil. Topsoil that is healthy requires less water to sustain groundcover due to its water retention capacity. It also contains a balance of organisms to help prevent infestations.

The Lower Colorado River Authority (LCRA) recommendations for soil specifications, based on 40 years of soil research from across the United States, indicate a minimum topsoil depth of 150mm. Soil scientists provide a clear relationship among soil texture, soil depth and water holding capacity. For any given soil texture, there is a percentage of depth that will be the water volume held by the spaces between the soil particles.

As an example, a vertical depth of sandy loam will be approximately 20 percent water, meaning that 150mm of sandy loam will hold about 30mm of water.

A depth of 100mm of sandy loam will hold about 20mm of water, less than the weekly recommendation of many water suppliers in drought areas of the United States.

Recommendations by turf grass specialists are clear that improving root depth and quality is a key component of improving drought tolerance and turf health and recommend improving the top 150mm of soil because that is where the majority of turf roots are found.

Experts agree that 150mm of topsoil is the minimum necessary to support healthy turf when there is a clay subsoil.

Structures in the public rights-of-way, such as sidewalks and curbs, require granular material adjacent to the structures to allow for the free draining of water, thus avoiding pore pressure build-up against the structures, which could result in failure of the sidewalks and/or curbs.

The standard thickness of concrete sidewalk is 125mm placed on 75mm of granular 'A' bedding. Concrete curb is typically 225mm thick, also placed on granular material.

Topsoil is not a free draining material and therefore a depth exceeding 150mm will not provide the structural support required for sidewalks and/or curbs.

CORPORATE STRATEGIC PLAN:

The result meets the intent of Goal 6 of the City of Guelph's Strategic Plan, under the heading of Natural Environment, which states, "A leader in conservation and resource protection/enhancement".

FINANCIAL IMPLICATIONS:

Increasing the depth of topsoil on public rights-of-way from 100mm to 150mm will have a minimum impact on Capital and Operating budgets. The quantum of the increase of costs is currently unknown, however, based on the cost of topsoil, the impact of an additional 50mm of topsoil is expected to be minimal.

Currently the standard in new subdivisions is to place 150mm of topsoil from stockpiles created at the time of area grading. Generally, a surplus of topsoil is left in the stockpile after homebuilders finish placing topsoil on the lots and therefore there would be minimal costs to increasing the thickness of topsoil on private lands in new developments.

DEPARTMENTAL CONSULTATION:

Consultation with staff from Operations and Parks and Development Planning took place in the writing of this report.

COMMUNICATIONS:

Staff had discussions with the Guelph Development Association (GDA) on the contents of this report, in addition to the City's Corporate Communications department. The Guelph Development Association expressed no concerns with the proposed policy.

ATTACHMENTS:

- Appendix 'A'
- Appendix 'B'

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Prepared By: Richard Henry, P.Eng.

City Engineer (519) 837-5604, ext. 2248 richard.henry@guelph.ca

artel

Recommended By: James N. Riddell Director of Community Design and Development Services (519) 837-5616, ext. 2361 jim.riddell@guelph.ca

Appendix 'A'

The following policy, referred to herein as the Topsoil Policy, is recommended for adoption by City Council;

Topsoil shall be fertile, loamy material, free from roots, vegetation, rubble and debris and free from stones or clods greater than 50mm in greatest diameter.

Imported topsoil shall be free of contaminants that adversely affect plant growth. The Contractor shall be required to divulge the source of the topsoil and the City may conduct Toxicity Characteristic Leaching Process (TCLP) analysis, as required (inorganic compounds, volatile organic compounds, herbicides, pesticides).

All areas to be topsoiled shall be fine graded to the required elevation, allowing for a minimum of 150mm of topsoil upon settlement. The surface shall be loose to a depth of 25mm at the time of placement of the topsoil.

The Contractor shall perform such mowing, raking and picking up of debris and such discing harrowing or other means of scarification as required and shall dispose of all debris, off site, in an environmentally responsible manner.

Appendix 'B'

Town of Oakville

- All lots and rights-of-way boulevards shall be sodded per the following soil criteria as to minimize weeds and reduce the need for pesticides.
 - minimum of 100mm of topsoil, screened through a 15mm sieve
 - soil to be fertile, with no less than 4% organic matter
 - soil ph range to be 6.0 7.2 and free of agricultural residue
 - phosphorous fertilizer to be applied prior to sodding

Town of Milton

- No. 1 topsoil shall be screened and shredded fine enough to accept sod. The topsoil shall be free of stones, subsoil refuse or other extraneous material and be capable of sustaining healthy plant growth.
- The Contractor shall place a minimum of 150mm of approved topsoil in all areas as directed by the Engineer or as indicated in the contract plans.
- Immediately prior to the placement of sod, the contractor shall lightly rake to scuff the surface of the topsoil and apply a light application of agricultural fertilizer (10-10-10).

City of Cambridge

• All areas in developments and public rights-of-way shall include a minimum of 100mm of topsoil prior to the placement of sod. There is currently no requirement governing the composition of the topsoil.

Town of Halton Hills

• All areas in developments and on public rights-of-way include a minimum of 100mm of approved topsoil. There is currently no requirement with respect to the composition of the topsoil.

Town of Newmarket

• A minimum depth of 150mm of topsoil in developments and on public rights-of-way. There is no requirement regarding the composition of the topsoil.

City of Peterborough

 A minimum of 150mm depth of screened topsoil, in accordance with Ontario Provincial Standards and Specifications (OPSS) 570, which states "topsoil shall be fertile loamy material that is free from roots, vegetation, or other debris of such size and quantity that prevents proper placement of the topsoil, and free of stones and clods over 50mm in greatest dimension. Imported topsoil shall be free of contaminants that adversely affect plant growth."

City of Brampton

• A minimum depth of 100mm of good quality topsoil in both development sites and public rights-of-way.

City of Belleville

• A minimum topsoil depth of 50mm in accordance with OPSS 570 in both developments and on public rights-of-way.

City of Hamilton

• A minimum topsoil depth of 150mm of fertile topsoil in both developments and on public rights-of-way.

Town of Georgina

• A minimum depth of 150mm of screened topsoil in both developments and on public rights-of-way.

City of Vaughan

• A minimum depth of 100mm of imported, screened topsoil on development sites and public rights-of-way.

City of London

• A minimum depth of 100mm of topsoil in accordance with OPSS570 is required on City road allowances. In new developments the depth and composition of topsoil is a requirement between the builder and lot purchaser with no City specification.

City of Kitchener

• A minimum depth of topsoil of 150mm is required on public rights-of-way. There is no specification for topsoil depth on private property.





Report: 08-01

COMMUNITY DESIGN & DEVELOPMENT SERVICES

TO: Community Development & Environmental Services Committee

DATE: 2008/01/11

SUBJECT: EASTVIEW COMMUNITY PARK MASTER PLAN - FORMER LANDFILL

RECOMMENDATION:

THAT the Community Design and Development Services Report 08-01, dated January 11, 2008, pertaining to the Proposed Community Park at the closed Eastview sanitary landfill property, be received; and

THAT staff be directed to proceed with the implementation of the Council approved Master Plan as outlined in Appendices 2, 3 and 4; and

THAT staff be directed to consider use of the passive areas of the approved Eastview Community Park concept for a Pollinator Park and report back with a cost estimate and funding opportunities for the initiative.

REPORT:

Background:

The former landfill site is located near the intersection of Watson Parkway N and Eastview Road at 186 Eastview Road in Guelph (see the location map as Appendix 1). The Sanitary Landfill site was opened in 1961 and operations were closed in October 2003 with approximately four million tonnes of solid, non-hazardous waste in place. The landfill property is about 81 ha of which about 45 ha had been landfilled. A final cover consisting of 0.65 m of relatively low permeable soil and 0.35 m of topsoil was installed to cap the entire landfill portion of the site.

End Use Planning Process and Approval of Eastview Community Park:

In March 2002, the City engaged The Landplan Collaborative Ltd. to prepare end-use concept alternatives for the Landfill for public presentation and comments. The alternatives explored were based on earlier public meetings and comments and built upon the end use concepts that had been prepared in previous years (Gartner Lee, 1998). Public Opinion was sought with the intention that a preferred end use concept would be developed and presented with the Closure Plan to the Ministry of Environment as a condition of closing the landfill site.

The detailed concepts included a Community Park, an 18 Hole Golf Course, a 9 Hole Golf Course with Sports Fields and a Passive Park.

Between January 2001 and June 2002 the City held public meetings and workshops to inform the public about the closure preparations and to discuss end use.

Ultimately City Council approved a Community Park concept plan consisting of a combination of sports fields, trails and passive park areas as the final end use Concept for the Eastview Landfill on September 16, 2002. At the same meeting Council also decided not to undertake a further feasibility study to consider golf course options as an end use. Further Council directed that funding be included in the capital budget for the preferred end use concept.

The approved concept plan for the Eastview Community Park is attached as Appendix 4. The concept includes both active and passive recreational components with the active sports fields to occur on the non-landfilled portions of the site.

- In the Northeastern Non-Landfilled Portions of the Site:
 - Irrigated and lighted sports fields comprise of four Soccer Pitches and two football fields;
 - o Hard surface play area (including basketball and Tennis courts);
 - o Children's play structures
 - o Water Play
 - o Picnic area with shelters
 - o Outdoor Ice Rink
 - o Recreational Trails with future connections to other open spaces.
 - o A concession/ Field House/ washrooms Building.
 - Vehicular Access from Speedvale Avenue and Watson Parkway to parking facilities.
 - A satellite park maintenance facility, utilizing existing structures off Eastview Road;
 - o Tree and Shrub Plantings.
 - o Signage

- On the Landfilled Portions of the Site:
 - Recreational facilities to include Toboggan runs and recreational trails with connections to other City Open Spaces; and
 - o Open meadow, tree and shrub plantings.

The Council resolutions and preliminary cost estimates are attached as appendices 2 and 3.

Pollinators' Park Initiative:

Recently staff met with the University of Guelph faculty to discuss the potential for the City of Guelph to become involved in pollinator initiatives and to find opportunities for involvement.

North America has experienced a significant decline in pollinators – including bees, butterflies, humming birds, and moths – in recent years. Pollinators are endangered by development, pesticides, insecticides and bacterial and fungal disease; which destroy or fragment their natural habitats. Though not widely recognized, pollinators are crucial for crop production, and for allowing plants to grow and thrive. Most foods, beverages, and many medicines are derived from crops that are pollinated by animals. Without them, crop production is put at risk. Pollinators are key to reproduction of wild plants in our fragmented global landscape. Without them, existing populations of plants would decline, even if soil, air, nutrients, and other life-sustaining elements were available.

The former landfill was thought to be a suitable candidate where proposed passive areas over the landfilled portions could be developed with pollinator friendly planting in keeping with the approved concept plan. The site will remain as a meadow, with native plants chosen to provide food and habitat for pollinators. Many of pollinator friendly plants attract a diversity of pollinators; not just one specific type; and pollinators need a continuous succession of flowering plants throughout the growing season.

The University of Guelph faculty organized a Design Charette on October 11 and 12, 2007 to come up with some ideas and concepts for developing the passive areas on landfilled part of Eastview Landfill Site as a Pollinators' Park. University of Guelph landscape architecture students participated and have drafted park concept designs and shared their ideas with professional practitioners, city staff and environmental groups.

The current funding allocations for the community park do not include the costs for design and construction work for a pollinator park. The pollinator park initiative would entail hiring a consultant to work on concept design, detailed design development, tendering and implementation administration.

Staff would work towards finding any funding opportunities and some of the possible sources could be corporate sponsorships, fund raising by community groups and federal funding in support of the pollinators protection campaign.

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Staff would report back with design and implementation costs estimate and the details on funding opportunities for the initiative.

End Use implementation Activities and work schedule:

Staff has started the project work with base information collection for the entire site and a request for proposal preparation is underway to retain consultants' team to work on detailed design, develop revised budgets and prepare a phasing plan, tender drawings, details and specifications.

A work schedule for the community park project and pollinators park initiative is attached as appendix 5

Conclusion:

Staff believes that master plan implementation would take place in phases as the funding allocations are spread over seven years from 2007 to 2013. The park construction is anticipated to start in 2009 and the time of completion would coincide with the last year of funding allocation in the Capital Budget.

Staff believes developing the passive areas of the landfill with pollinator friendly planting would help protect the pollinators and the City would be known as a leader in supporting the pollinators Protection campaign. Use of pollinator friendly plants is in accordance with approved community park master plan.

CORPORATE STRATEGIC PLAN:

- o GOAL 2: A healthy and safe community where life can be lived to the fullest
- o GOAL 6 : A leader in conservation and resource protection/enhancement

FINANCIAL IMPLICATIONS:

Development Charges supported Capital Budget.

RP0227 - Eastview Community Park Project:

Funds approved in 2007:	\$	240,000.00
Funds requested in 2008 capital budget	\$	600,000.00
Funds identified in 2009-2013 Capital forecast	\$ 2	2,500,000.00

The current budget allocation is based on the cost estimates which were prepared in June, 2002.

DEPARTMENTAL CONSULTATION:

- o Corporate Property Services:
- o Community Design and Development Services: Engineering Services
- o Environmental Services:
- o Operations: Parklands and Greenways

COMMUNICATIONS:

University of Guelph: Landscape Architecture & Rural Development and Environmental Biology faculty

ATTACHMENTS:

- o Appendix 1 Location Map
- o Appendix 2 Guelph City Council Resolutions dated September 16, 2002
- o Appendix 3 Preliminary Capital Cost Estimate dated June 2002
- Appendix 4 Eastview Community Park Concept Plan
- o Appendix 5 Eastview Community Park Project Schedule

Sypti Pathok.

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

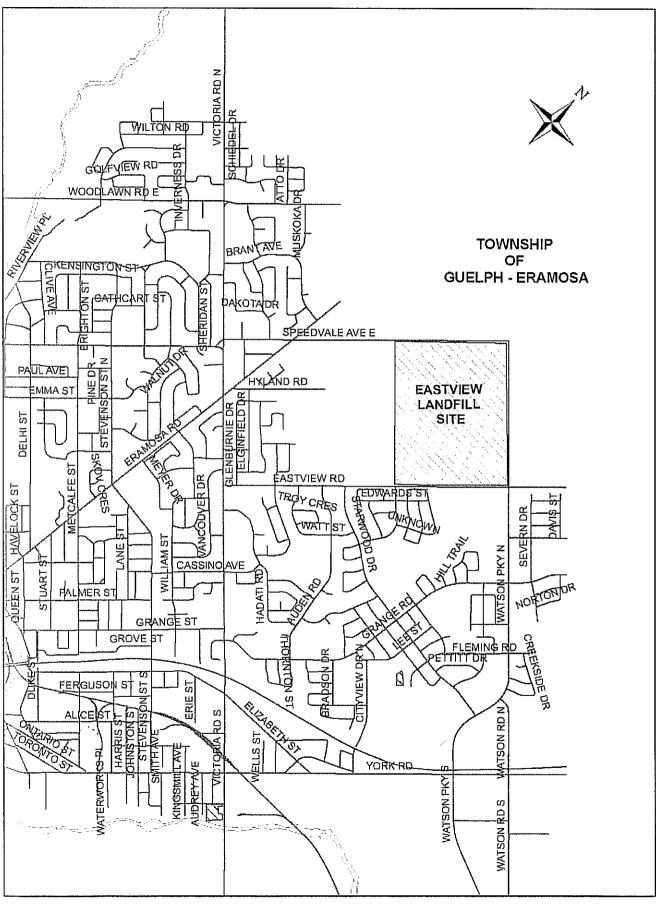
Recommended By: Scott Hannah Manager of Dev. and Parks Planning (519) 837-5616 x2359 scott.hannah@guelph.ca

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

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APPENDIX 1



EASTVIEW LANDFILL SITE LOCATION MAP



71

INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 www.city.guelph.on.ca

bendix 2

September 18, 2002

Dr. J.L. Laird Commissioner of Environment and Transportation Group

Dear Dr. Laird,

At a meeting of Guelph City Council held September 16, 2002, the following resolution was adopted:

"THAT Council approves Concept A, the Community Park, consisting of a combination of sports fields, trails and passive park areas as the final End Use Concept for the Eastview Landfill."

Yours truly,

Charlene Lavige

V. Charlene Lavigne Deputy City Clerk

CC: Mr. G.W. Stahlmann Mr. D.A. Kennedy

VCL: cm



INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 www.city.guelph.on.ca Appendix 2 cont.

Any

September 18, 2002

Dr. J.L. Laird Commissioner of Environment and Transportation Group

Dear Dr. Laird,

At a meeting of Guelph City Council held September 16, 2002, the following resolution was adopted:

"THAT further investigation may be undertaken with Council's approval on the marketability, feasibility, viability and public interest in the future addition of golf course uses as outlined under Concept C;

AND THAT the design of the Community Park considers this future option."

Yours truly,

Charlene Langue

V. Charlene Lavigne Deputy City Clerk

CC: Mr. G.W. Stahlmann Mr. D.A. Kennedy

VCL: cm

Appendix 2 cont.



A

INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 www.city.guelph.on.ca

September 18, 2002

Dr. J.L. Laird Commissioner of Environment and Transportation Group

Dear Dr. Laird,

At a meeting of Guelph City Council held September 16, 2002, the following resolution was adopted:

"THAT staff not proceed with a Golf Course Feasibility Study to consider a 9 hole golf course with an 18 hole "executive" (par 3) course with golf academy as an end-use for the Eastview Landfill site at an upset limit of \$22,000."

Yours truly,

V. Charlene Lavigne Deputy City Clerk

CC: Mr. G.W. Stahlmann

VCL: cm



1

INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 www.city.quelph.on.ca Appendix 2 cont.

September 18, 2002

Dr. J.L. Laird Commissioner of Environment and Transportation Group

Dear Dr. Laird,

At a meeting of Guelph City Council held September 16, 2002, the following resolution was adopted:

"THAT funds be included in the 2003-2007 Recreation & Parks Capital Budget for the final end use concept for the Eastview Landfill."

Yours truly,

V. Charlene Lavigne Deputy City Clerk

CC: Mr. G.W. Stahlmann Mr. D.A. Kennedy

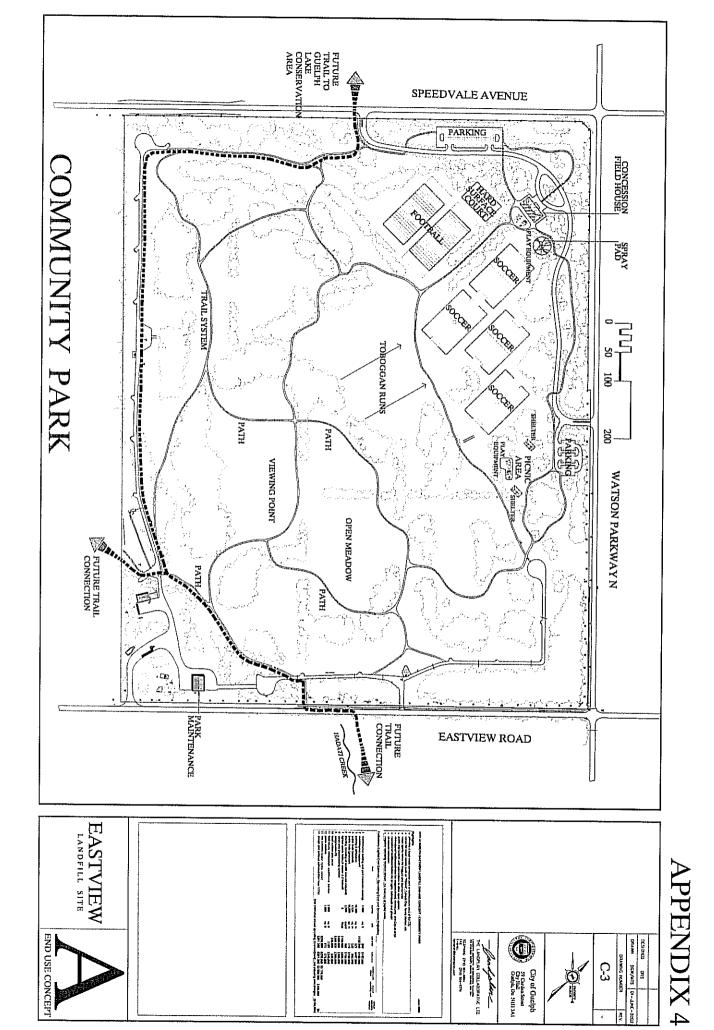
VCL: cm

APPENDIX 3 June 2002

CITY of GUELPH EASTVIEW LANDFILL END-USE CONCEPT - COMMUNITY PARK

- Provides a large scale community park in northeastern area of the City
- o venue for major events such as "Ribfest", Canada Day, family picnics, etc.
- 0 major sports venue for leagues and tournaments
- 0 public trail system with connections to other open spaces
- o recreational facilities/activities for neighbourhood, community, and City-at-large
- ο recreational facilities/activities for all ages, individuals and groups
- ο all-season recreation
- o negative operating revenue stream - no recovery of capital costs

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	design and contract administration fees (12%)	site services (water, hydro, sewer)	picnic shelters	field house, concession, washrooms, pavilion	hard surface play court	playgrounds (2)	water play (recirculating system)	lighted sports fields (4 soccer & 2 football)	planting (seeding of landfill area not included)	public trails (granular)	public trails (asphalt)	parking & circulation	maintenance equipment	maintenance building and yard (renovate existing)	item	Preliminary Capital Cost Estimate - Operating Cost and Revenue Projection
total estimated annual operating revenue/(cost) - not including debt charges	•		1,000	2,000				ი	3,000	10,000	4,525	16,300) 3,000	quantity	st and Reven
l annual oper			sq. ft.	sq. ft.				/field	/plant	sq. m	sq. m	sq. m		sq. ft.	unit	ue Projectio
ating revenue	\$381,360	\$250,000	\$75	\$120	\$20,000	\$300,000	\$300,000	\$150,000	\$6 5	\$10	\$20	\$25	\$150,000	\$50	unit price	
e/(cost) - not	\$381,360 \$3,559,360		\$75,000	\$240,000	\$20,000	\$300,000	\$300,000	000,000	\$195,000	\$100,000	\$90,500	\$407,500	\$150,000	\$150,000	extension	
including de	\$3,559,360	\$3,178,000													capital costs totals	
															annual operating cost	
(\$150,000)	0\$														operating	



EASTVIEW	PARK PROJECT	SCHEDUL	Е
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TIME-LINE

Teners III O	NOVEMBER 2007-APRIL 200
Topographic Survey	
Informal request for quotation from Surveyors.	NOVEMBER 2007
Review of Quotations	21 day
Recommendation	5 days
Approval and Awarding	5 days
Complete Survey	21 days
Base Mapping	10 days
2 Consultants (Landscape, structural, mechanical and electrical	······································
engineer) RFP	JANUARY 2008-APRIL 2008
Request for Proposal	DANGART 2000-AFRIE 2000
Finalize RFP Docs with Purchasing	15 days
Issue RFP	2 days
RFP Period	2 days 21 days
Proposals Opening	1 day
Review of Proposals	5 days
Recommendation	5 days
Approval and Awarding	5 days
_	
3 Detailed Design	MAY 2008- AUGUST 2008
Finalize layout plans	60 days
Prepare Phasing Plan	10 days
Develop Budgets	30 days
4 Construction Documents	SEPTEMBER 2008 - DECEMBER 2008
Complete Construction Drawings and specifications	90 days
Complete Tender Documents	30 days
5 Submit a set of final construction drawings to the Director, MOE for	
Approvals.	DECEMBER 2008
	220111221(2000
••••	
6 Follow up Report to the CDES Committee	
6 Follow up Report to the CDES Committee	DECEMBER 2008
 6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing 	DECEMBER 2008 JANUARY 2009 - MARCH 2009
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender	DECEMBER 2008 JANUARY 2009 - MARCH 2009
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period Bidders Meeting	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days 21 days
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period Bidders Meeting Tender Opening	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days 21 days 5 days
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period Bidders Meeting Tender Opening Review of Tenders	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days 21 days 5 days 1 day
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period Bidders Meeting Tender Opening Review of Tenders Recommendation	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days 21 days 5 days 1 day 5 days 5 days
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period Bidders Meeting Tender Opening Review of Tenders	OCTOBER 2008-DECEMBER 2008 DECEMBER 2009 JANUARY 2009 - MARCH 2009 15 days 21 days 5 days 1 day 5 days 5 days 5 days 5 days 5 days 5 days
6 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing Issue Tender Tender Period Bidders Meeting Tender Opening Review of Tenders Recommendation	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days 21 days 5 days 1 day 5 days 5 days 5 days 5 days 5 days
 Follow up Report to the CDES Committee Report Presentation 7 Construction Tender (Phase 1) Finalize Tender Docs with Purchasing	DECEMBER 2008 JANUARY 2009 - MARCH 2009 15 days 21 days 5 days 1 day 5 days 5 days 5 days 5 days 5 days

APPENDIX 5...cont'd

B. Building works (By Corporate Property Services)

Design and Construction of Concession, Field house, washroom, changeroom building and Rennovation of existing structures Consultant RFP-Prepare RFP Document Consultant RFP-issue RFP and award Conceptual Design Detailed Design Site Plan Approval Building Permit Application Construction Tender- Preparation Construction Tender-issue tender Construction - up to substantial completion	1 Month 1 Month 1 Month 5 Months 3 Months 2 Months 1 Month 1 Month 12 Months
C. Pollinator Park Initiative	TBD
Hire consultants to prepare concept plan Explore funding opportunities Detailed Designs Construction Documents Tendering Implementation	

2010-2012





Report: 08-06 COMMUNITY DESIGN AND DEVELOPMENT SERVICES

TO: Community Development & Environmental Services Committee

DATE: 2008/01/11

SUBJECT: 288-290 WOOLWICH STREET BROWNFIELD REDEVELOPMENT GRANT

RECOMMENDATION:

"THAT Council grant the request for financial assistance pursuant to the City Guelph Brownfield Redevelopment Community Improvement Plan to an upset total of \$10,000 upon completion of a Phase II Environmental Assessment;

AND THAT Council also grant the request for financial assistance pursuant to the City Guelph Brownfield Redevelopment Community Improvement Plan to an upset total of \$10,000 upon completion of a Remedial Work Plan;

AND THAT prior to the issuance of any funds the sale of the subject lands from Petro-Canada to Quantum Murray LP is completed.

AND THAT staff be directed to proceed with finalizing an Environmental Study Grant Agreement and Information Sharing Agreement with the prospective purchasers of 288-290 Woolwich Street.

AND THAT the Mayor and Clerk are authorized to sign the Environmental Study Grant and Information Sharing Agreement."

SUMMARY:

The prospective purchasers of 288-290 Woolwich Street have made a request to the City of Guelph for financial assistance under the Brownfield Redevelopment Community Improvement Plan: Environmental Study Grant Program to help off-set costs associated with the undertaking of a Phase II site assessment and remediation work plan.

The remediation of the site will facilitate the development of ten townhouses in a manner consistent with the existing zoning. The proposed remediation and development will result in additional property assessment and municipal tax collection.

BACKGROUND:

:

The property is a 0.1513 hectare (0.37 acre) vacant parcel of land located on the west side of Woolwich Street south of London Road East (see Attachment 1).

The property is designated "General Residential" in Schedule 1 of the Official Plan and is zoned OR-52(H) (Specialized Office Residential) Zone as described in section 6.5 and 6.5.3.52 of the zoning by-law (see Attachment 2). The subject property is identified within the Brownfield Redevelopment Community Improvement Plan as a potential Brownfield Site (see Attachment 3).

In November 2002, Council approved the Brownfield Redevelopment Community Improvement Plan (CIP) which provides the legislative basis for implementing the Council approved and award-winning City of Guelph Brownfield Strategy. As required by Provincial legislation this plan was approved by the Ministry of Municipal Affairs in March 2004.

The Brownfield Strategy contains a number of tools including financial incentives that facilitate the redevelopment of sites that have been contaminated by former uses. The Strategy recognizes that brownfield redevelopment is complex and more costly than similar greenfield development. Brownfield redevelopment is important for revitalizing older areas of the City; using existing municipal infrastructure more effectively; reducing pressure for suburban expansion; cleaning up environmentally contaminated sites (e.g. groundwater impacts); and increasing tax revenue and job creation.

REPORT:

The prospective purchasers of 288-290 Woolwich Street have made a request to the City of Guelph for financial assistance under the Brownfield Redevelopment Community Improvement Plan: Environmental Study Grant Program to help off-set costs associated with the undertaking of a Phase II site assessment and remediation work plan.

Environmental Study Grants are available for Phase 2 environmental site assessments and for remedial work plans. The Environmental Study Grants reimburse up to 50% or up to a maximum of \$10,000, for each, upon submission of the results of the studies.

The CIP which sets out conditions and restrictions for the grant states that "grants must be approved prior to the start of an applicable environmental study. It is the intent of this program that applications may not be made retroactively." In this case, the prospective purchasers' of 288-290 Woolwich Street offer to purchase is conditional on their satisfaction of the environmental condition of the property which will be confirmed following the Phase II investigation activities and remediation work plan. As such while work has begun on the environmental study, it is considered appropriate that the works be considered for grant monies to be approved by City Council. The timing of the required work did not lend itself to Council approval prior to the commencement of the study.

While staff are supportive of this request it is recommended that the existing offer of purchase and sale between Petro-Canada and Quantum Murray LP, by its general partner Quantum Murray GP Inc. be completed prior to the issuance of any grant monies.

CORPORATE STRATEGIC PLAN:

The proposed recommendation will assist the City in achieving Goal 1: an attractive, well-functioning and sustainable city; and Goal 2: a healthy and safe community where life can be lived to the fullest of the Corporate Strategic Plan.

FINANCIAL IMPLICATIONS:

Monies will be withdrawn from the Brownfield reserve account.

DEPARTMENTAL CONSULTATION:

Legal Services was

Finance was consulted to determine if any outstanding taxes or liens were owed to the City.

COMMUNICATIONS:

ATTACHMENTS:

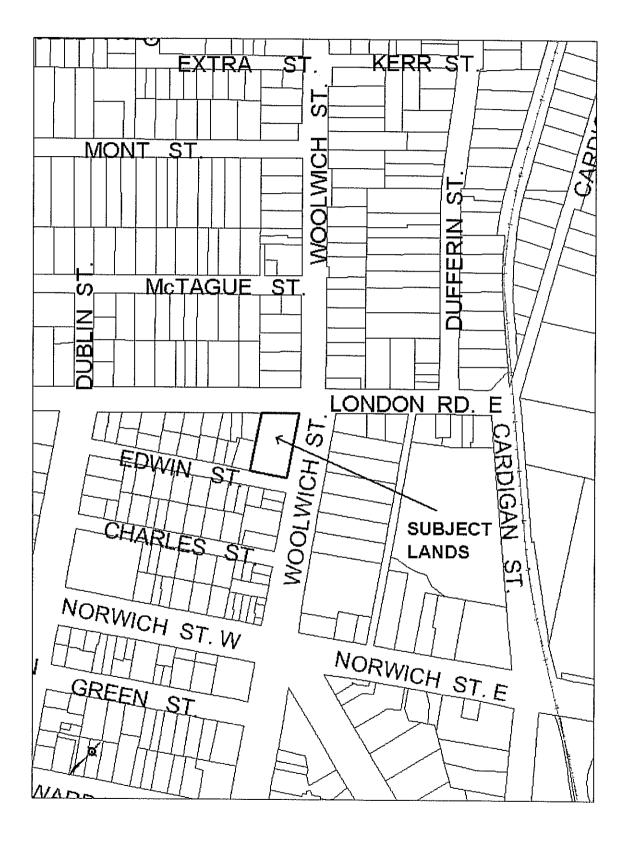
Attachment 1: Location Map Attachment 2: Existing Zoning Attachment 3: Potential Brownfield Sites

Prepared By: Carrie Musselman Environmental Planner (519) 837-5616 x 2356 carrie.musselman@guelph.ca

ndall

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

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Attachment 2: Existing Zoning

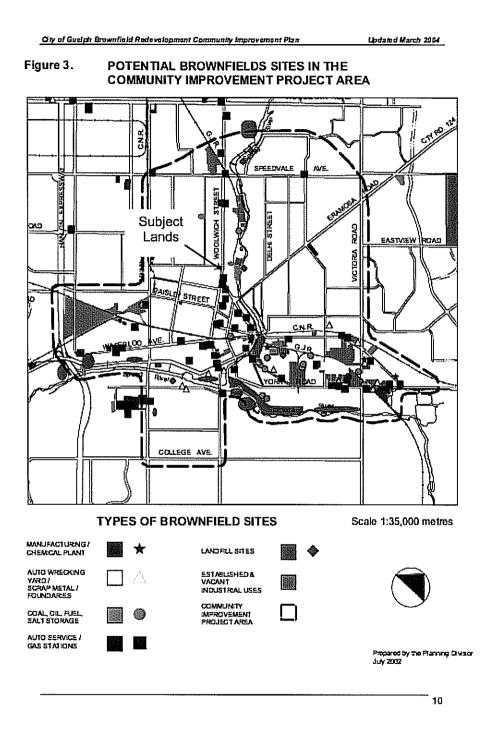
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17141	8.5.3.52	<u>OR-52(H)</u> 290 Woolwi As shown c <i>l</i> aw	ch Street on Defined Area Map Number 24 of Schedule "A" of this By-
	6.5.3.52.1	Notw	itted <u>Uses</u> thstanding the Uses listed in Section 6.5.1 of this By-law. the following Uses shall be permitted:
		Hom	ximum of 10 Townhouse Dwellings, specifically excluding a e Occupation or Accessory Use, and allowing a stand-alone ential Use without a commercial component.
	6.5.3.52,2	In ac	<u>lations</u> cordance with Section 6.5.2 of Zoning By-law (1995)-14864, rended, with the following exceptions:
	6.5.3.	52.2.1	<u>Minimum Fronz and Exterior Side Yard</u> In spite of table 6.5.2., Row 4, the minimum Fronz Yard on Edwin Street shall be 1.15 metres and the minimum Exterior Side Yard on Woolwich Street shall be 1.5 metres.
	6.5.3.	52.2.2	<u>Minimum Rear Yard</u> In spite of Table 6.5.2, Row 7, the minimum Rear Yard on London Road shall be 1.15 metres.
	6.5.3.	52.2.3	<u>Location of <i>Parking Spaces</i></u> In spite of Section 4.13.2.3, a maximum of 2 <i>Parking Spaces</i> shall be allowed to locate a minimum of 0.3 metres from the <i>Street</i> <i>Line</i> .
	6.5.3.	52.3	Holding (H) Provision
		·	<u>Purpose:</u> To ensure that development of the lands at 290 Woolwich Street does not proceed until the owner has completed certain conditions and paid associated costs to the satisfaction of the City of Guelph.
	·		 <u>Conditions:</u> a. Prior to the removal of the holding symbol "H", the owner shall demonstrate to the City that the subject lands known municipally as 290. Woolwich Street have been decommissioned for residential use, in accordance with the current edition of the Ministry of the Environment document entitled "Guideline For Use At Contaminated Sites In Ontario" and that the owner has filed a Record of Site Conditions (RSC).
			b. Prior to the removal of the holding symbol "H", the owner and any mortgagees shall enter into a site plan control agreement with the City, registered on the title of the subject lands known municipally as 290 Woolwich Street, and satisfactory to the City Solicitor, including all conditions of approval endorsed by

Gueloh City Council.

Attachment 3: Potential Brownfield Sites

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The City That Makes A Difference

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, January 11, 2008, 11:00 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, January 11, 2008 in Council Chambers at 11:00 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard and Hofland

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. R. Henry, City Engineer; Ms. J. Pathak, District Park Planner; Mr. B. Poole, Chief Building Officiaion; Mr. P. Sheehy; Zoning Inspector; Mr. S. Hannah, Manager of Development and Parks Planning; Ms. C. Musselman, Environmental Planner; Mr. R. Templeton, Park Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper

Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting held on December 7, 2007 and December 14, 2007 be confirmed as recorded and without being read.

Carried

Pollinator Park Presentation

Dr. Karen Landman, University of Guelph was present to provide information with respect to the Pollinator Park proposal. She discussed the various plants that would be well suited to the conditions on the site and advised that it would require a restoration ecologist to make this work best. The wet area where water is collecting could be used to establish a wetland and allow more diversity for the site. She advised that the University Students have provided various options for the site.

Ms. J. Pathak outlined the uses of the land and explained the reasoning behind the uses as shown in Appendix 4 of the report provided to the Committee.

Dr. Landman also advised that this is a great opportunity to educate the general public, and perform ongoing research as well. They will be holding a workshop March 7th & 8th on Pollinators and Urban Environment. She stated that this **Community Development & Environmental Services** Page 2

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January 11, 2008	Community Development & Environmental Services	Page 3

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Eastview Community Park Master Plan – Former Landfill

Ms. J. Pathak, District Park Planner advised that the active use area of the park would use the same premise as the pollinator park area and so would the urban design area. She advised that there was public consultation on the uses of the park as well as consultation with various sports club within the City.

She advised they are looking at partnering to fund raise to put a theme to the equipment and stated the park trails would connect to sidewalks due to the new subdivisions and staff are working on adjusting park trails accordingly. They also plan to establish a tobogganing run on the hill.

5. Moved by Mayor Farbridge Seconded by Councillor Piper

Mr. J. RiddellTHAT the Community Design and Development Services Report 08-01, datedMr. B. StewartJanuary 11, 2008, pertaining to the Proposed Community Park at the closedEastview sanitary landfill property, be received;

AND THAT staff be directed to proceed with the implementation of the Council-approved Master Plan as outlined in Appendices 2, 3 and 4;

AND THAT staff be directed to consider use of the passive areas of the approved Eastview Community Park concept for a Pollinator Park and report back with a cost estimate and funding opportunities for the initiative.

Carried

288-290 Woolwich Street Brownfield Redevelopment Grant

Ms. C. Musselman, Environment Planner, provided information with respect to criteria to meet the grant program. She advised that applicants only have to meet minimum requirements as per the Ministry of the Environment.

Mr. Michael Billowits, engineer for the development, advised that the current owners are voluntarily complying with the MOE requirements and that they must adhere to timelines for this project.

Discussion ensued with regard to the clean up costs for this property. The Mayor acknowledged that there are concerns but because the brownfield is a barrier to redevelopment, the City's return is worth the investment. She advised there are time constraints in the purchase of sale agreement. She also stated that **Community Development & Environmental Services** Page 4

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January 11, 2008

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January 11, 2008	Community Development & Environmental Services	Page 5
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	MacAlister Park
	Mr. Riddell, Director of Community Design and Development Services advised that staff will prepare a proposed sketch of the park and send out a survey to the area residents to determine the next steps.
Mr. J. Riddell	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the report from the Community Design and Development Services regarding MacAlister Park be received;
	AND THAT staff report back with the findings of the MacAlister park survey in June.
	Carried
	Next Meeting: February 8, 2008
	The meeting adjourned at 12:45 p.m.

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Chairperson

A great place to call home (A vibrant downtown



A progressive diversified economy An appealing attractive city

COMMUNITY DEVELOPMENT AND ENVIRONMENTAL SERVICES COMMITTEE

January 11, 2008

Council Chambers – 1:00 p.m.

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
DISCUSSION OF MATTERS OF COMMON INTEREST WITH TOWNSHIP OF GUELPH ERAMOSA	
 Verbal Reports from staff on the following items: Water Supply Master Plan and Southwest Quadrant Class Environmental Assessment – Dave Belanger Logan well on Eastview Road Dave Belanger Groundwater Protection Implications for Puslinch Dave Belanger Growth Management Plan Study Status – Jim Riddell Sewage treatment costs – Township of Guelph/Eramosa Gazer/Mooney- Assumption of Infrastructure – Township of Guelph/Eramosa Future Annexation – Township of Guelph/Eramosa Marden Park – Township of Guelph/Eramosa 	

Council Chambers January 11, 2008 1:15 p.m.

The Corporation of the City of Guelph Community Development & Environmental Services Committee

City Council Present: Councillors Burcher, Beard, Billings, Hofland, Piper, and Salisbury and Mayor Farbridge

Township of Guelph/Eramosa Council Present: Councillors Breen, Moyer, and Mayor White

City Staff Present: Dr. J. Laird, Director of Environmental Services; Mr. J. Riddell, Director of Community Design and Development Services; Mr. P.Busatto, Manager of Waterworks; Mr. D. Kudo, Intfrastructure Planning, Design & Construction Manager; Mr. Rick Henry, City Engineer; Mr. D. Belanger, Water Supply Program Manager; Ms. T. Agnello, Deputy Clerk, Ms. D. Black, Assistant Council Committee Coordinator

Township of Guelph/Eramosa Staff Present: Ms. J. Sheppard, Clerk/CAO; Mr. K. Gagnon, Manager of Public Works

Water Supply Master Plan and Groundwater Protection Update

Mr. D. Belanger, Water Supply Program Manager, presented an overview of the Water Supply Master Plan and an update on additional groundwater. He also provided information with respect to the Arkell Class Environmental Assessment. He advised of the progress to date and plans for the near future.

Southwest Quadrant Class Environmental Assessment

The Water Supply Program Manager provided information with respect to the Southwest Quadrant Class Environmental Assessment. He outlined the various components and advised that the City is exploring their options in this quadrant.

South End Groundwater Exploration Program

Mr. Belanger advised the City is trying to determine the capacities of the existing and potential wells within the area in relation to the feasibility of increasing water taking.

Logan Test Well Investigation

The Water Supply Program Manager advised that the City is proposing to initiate some testing of this well during 2008. He advised of some

concerns regarding water quality. He asked the Township to share any issues or concerns on this matter.

He also advised the City is requesting information from the Ministry of Transportation with respect to groundwater protection.

The Township requested that the City keep them informed on matters respecting the Source Water protection.

Source Protection Areas

Mr. Belanger stated this project is part of a Ministry of the Environmentfunded Source Protection Project and follows Ministry of Environment Guidance Modules. He outlined the criteria the Ministry of the Environment has determined for Groundwater Protection Areas for Wells and stated that the City has established these protection areas. He also advised of intake protection zones. He assured everyone that the City is aware that the area cannot be kept sterilized, but the desire is to keep the community informed and educated. He also stated that the City recognizes the competing needs and will proceed accordingly.

GRCA Pilot Tier 3 Water Budget Project

The Water Supply Manager said this project is funded through the Ministry of the Environment/Ministry of Natural Resources to the Grand River Conservation Authority and is being implemented by the City. He advised that this is a new project looking at the quantity of water available and not just looking at water quality to determine viability. They are reviewing groundwater versus recharge levels.

Growth Management Plan Study Status

Mr. J. Riddell, Director of Community Design & Development Services outlined the Places to Grow guidelines for the City. He advised of development plans in the near future to work towards compliance. He stated the City has established a local growth plan and are looking at long term sustainable growth plans. He advised the City needs to coordinate and align all the master plans into growth plan. They must also look at soft surfaces such as schools, hospitals and long term financial strategies. Finance and Planning staff are looking at a longterm financial model and determining population growth forecasts that they feel are reasonable for the City and the County.

He said that we have used a successful public consultation process and the Province is now utilizing some of our public consultation ideas. He stated some of their findings were that people are willing to accept population in

January 11, 2008Community Development & Environmental ServicesPage 3

nodes, and corridors and downtown as long as green space and parkland and heritage are preserved and the City maintains its character. He stated that growth should take into consideration: local services and amenities, good urban design, transit services, emergency services and health services, and should consist of sound environmental stewardship.

Mr. Riddell also stated they are reviewing employment lands and determining current and future needs and weighing the potential effects on the County and Township. He advised that accessory apartments and severances all count toward sustainability and staff need to determine how much intensification can take place without changing the identity of the City. Staff will be making a report with respect to the population level the City can support by 2031 and then will put the tools and policies together by June 2009 to enable it to happen.

Mayor White appreciated the opportunity of being on the advisory committee. He believes the Provincial growth expectation is too much too fast especially in light of the fact there are no regulations on alternative energy options. He believes the Province needs to provide incentives for people to use alternative energy solutions. The Township wants growth to be more gradual.

The Township is looking at smaller lots, more medium density and are concerned about larger developments. Mayor White advised the Township is feeling development pressure. Their Official Plan has a minimum of a one acre rule.

Sewage Treatment Costs

Township staff have been meeting with the City looking at sewage allocation costs. The current arrangement was originated when Rockwood needed sewage and the City did not want dumping into river. The Township wants to ensure their rates are in line with the intent of the original agreement and to feel comfortable that the rate is not picking up indirect costs. Mayor White advised that a consultant has been hired to review the situation.

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January 11, 2008Community Development & Environmental ServicesPage 4

have a proposed agreement and are waiting for response from City staff. This would give one point of contact for the Ministry of the Environment. The Ministry made the recommendation for the water system but the Township would like to tie in the sewage system as well.

Future Annexation

Mayor White requested that if and when the City considers annexation, the industrial base along Highway #24 should not be included because they need it for their tax base.

Councillor Piper raised the issue of some unresolved issues/anomolies from last annexation, such as Mitchell Farm being a part of both the City and the Township and has two different zones and asked both the City and the Township to review these if future annexation occurs to try to clear up some of those loose ends. Some roads in the east end appear as they could possibly extend into the Township and would like to clarify w

The Township expressed some concern with respect to the Hammerhead issue as well and stated concern about schools close to borders.

City Staff advised that they will take these concerns into consideration for future subdivisions and look at creating a development edge with future developments.

Marden Park

Mayor White advised that the Township is reviewing the potential uses of this 65 acre park. They would like to keep it for parks and leisure and possibly develop the park for future recreational uses. He expressed interest in working together with the City to find uses for green spaces and providing leisure services with such possibilities as a dome, car shows, sport fields, etc. The Township would like to see it hooked up to trails. He advised the Guelph Horticultural Society is already making plans to build an accessibility garden.

The issue of public transit and the possibility of expanding to nearby municipalities was discussed with the idea of ring transit or shuttle lines being established.

Staff for both the City and Township will be directed to organize a meeting with respect to trails and parks to discuss possibilities.

January 11, 2008

Community Development & Environmental Services Page 5

The meeting adjourned at 3:12 p.m.

Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE February 8, 2008

LOCATIONCouncil ChambersTIME9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

January 11, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
PROPOSED TRAIL CONNECTION UNDER THE ERAMOSA ROAD BRIDGE	Approve
THAT the Community Design and Development Services report 08-15, dated February 8, 2008 and entitled "Proposed Trail Connection Under the Eramosa Road Bridge" be received;	
AND THAT the Eramosa Road bridge rehabilitation including the replacement of the existing bridge deck, proceed in 2008 subject to approval of the project as identified in the Capital budget;	
AND THAT staff be directed to implement Option #2 of Report 08-15 regarding the trail connection across Eramosa Road in conjunction with the bridge rehabilitation project.	
ORGANIC TECHNOLOGY REVIEW STEERING COMMITTEE - FOURTH UPDATE REPORT	Received
THAT the report of the Director of Environmental Services entitled Organic Technology Review Steering Committee – Fourth Update Report dated February 8, 2008 be received.	

OTHER BUSINESS

NEXT MEETING:

March 7, 2008

ADJOURNMENT

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, January 11, 2008, 11:00 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, January 11, 2008 in Council Chambers at 11:00 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard and Hofland

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. R. Henry, City Engineer; Ms. J. Pathak, District Park Planner; Mr. B. Poole, Chief Building Officiaion; Mr. P. Sheehy; Zoning Inspector; Mr. S. Hannah, Manager of Development and Parks Planning; Ms. C. Musselman, Environmental Planner; Mr. R. Templeton, Park Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper

Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting held on December 7, 2007 and December 14, 2007 be confirmed as recorded and without being read.

Carried

Pollinator Park Presentation

Dr. Karen Landman, University of Guelph was present to provide information with respect to the Pollinator Park proposal. She discussed the various plants that would be well suited to the conditions on the site and advised that it would require a restoration ecologist to make this work best. The wet area where water is collecting could be used to establish a wetland and allow more diversity for the site. She advised that the University Students have provided various options for the site.

Ms. J. Pathak outlined the uses of the land and explained the reasoning behind the uses as shown in Appendix 4 of the report provided to the Committee.

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January 11, 2008	Community Development & Environmental Services Page 2 would be the first project of this type in the world and would be a great opportunity for the City.
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the presentation of Dr. Landman with respect to the Pollinator Park proposal be received.
	Carried
REPORT	 Update Regarding Sign By-law Variances for Delta Hotel and Conference Centre at 50 Stone Road West Mr. Alan Grinham, Architect provided clarification with respect to the construction of the clock tower. Moved by Mayor Farbridge Seconded by Councillor Billings THAT the request for variances from the Sign By-law for 50 Stone Road West, to permit two building signs to be situated on the sixth and seventh storeys of the building face in lieu of the by-law requirement of the first storey of a building face only and to permit each sign to have a sign area of 15.3 square metres in lieu of the required 2.3 square metres, be approved. Carried
REPORT	 Staff advised that they will change the Appendix "A" to state that the City "shall" conduct Toxicity Characteristic Leaching Process analysis rather than "may". This change will be made before the report goes to Council for approval. 4. Moved by Councillor Billings Seconded by Mayor Farbridge THAT Report 08-07 from Community Design and Development Services, dated January 11, 2008 regarding the passage of a topsoil depth and composition policy be received; AND THAT the proposed policy, attached as Appendix 'A', as amended, of this report be approved.

Distribution	Minutes
January 11, 2008	Community Development & Environmental Services Page 3
	Councillor Billings mentioned this policy was initiated by Councillor Baily and wanted to acknowledge all of her efforts to make this policy a reality.
	Eastview Community Park Master Plan – Former Landfill
	Ms. J. Pathak, District Park Planner advised that the active use area of the park would use the same premise as the pollinator park area and so would the urban design area. She advised that there was public consultation on the uses of the park as well as consultation with various sports club within the City.
	She advised they are looking at partnering to fund raise to put a theme to the equipment and stated the park trails would connect to sidewalks due to the new subdivisions and staff are working on adjusting park trails accordingly. They also plan to establish a tobogganing run on the hill.
	5. Moved by Mayor Farbridge
Mr. J. Riddell Mr. B. Stewart	Seconded by Councillor Piper THAT the Community Design and Development Services Report 08-01, dated January 11, 2008, pertaining to the Proposed Community Park at the closed Eastview sanitary landfill property, be received;
	AND THAT staff be directed to proceed with the implementation of the Council-approved Master Plan as outlined in Appendices 2, 3 and 4;
	AND THAT staff be directed to consider use of the passive areas of the approved Eastview Community Park concept for a Pollinator Park and report back with a cost estimate and funding opportunities for the initiative.
	Carried
	288-290 Woolwich Street Brownfield Redevelopment Grant
	Ms. C. Musselman, Environment Planner, provided information with respect to criteria to meet the grant program. She advised that applicants only have to meet minimum requirements as per the Ministry of the Environment.
	Mr. Michael Billowits, engineer for the development, advised that the current owners are voluntarily complying with the MOE requirements and that they must adhere to timelines for this project.
	Discussion ensued with regard to the clean up costs for this property. The Mayor acknowledged that there are concerns but because the brownfield is a barrier to redevelopment, the City's return is worth the investment. She advised there are time constraints in the purchase of sale agreement. She also stated that

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January 11, 2008	Community Development & Environmental Services Page 4
	this is consistent with Council's policy framework.
	This developer specializes in brownfield development and its sister company builds LEEDS redevelopment standards and they believe they would be an asset to this property.
	6. Moved by Mayor Farbridge Seconded by Councillor Billings
REPORT	THAT Council grant the request for financial assistance pursuant to the City of Guelph's Brownfield Redevelopment Community Improvement Plan to an upset total of \$10,000 upon completion of a Phase II Environmental Assessment;
	AND THAT Council also grant the request for financial assistance pursuant to the City of Guelph's Brownfield Redevelopment Community Improvement Plan to an upset total of \$10,000 upon completion of a Remedial Work Plan;
	AND THAT prior to the issuance of any funds, the sale of the subject lands from Petro-Canada to Quantum Murray LP is completed;
	AND THAT staff be directed to proceed with finalizing an Environmental Study Grant Agreement and Information Sharing Agreement with the prospective purchasers of 288-290 Woolwich Street;
	AND THAT the Mayor and Clerk are authorized to sign the Environmental Study Grant and Information Sharing Agreement.
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REPORT	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the Mayor write a letter to the applicable ministries to express Guelph's position that for profit companies be legislated to clean up their brownfield sites before they can sell their property.
	Carried
Mr. J. Riddell Mr. B. Stewart	 Moved by Councillor Piper Seconded by Mayor Farbridge That staff report back with a plan with financial tools including tax increment financing based on reserves for brownfield sites."
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	Mr. Riddell, Director of Community Design and Development Services advised that staff will prepare a proposed sketch of the park and send out a survey to the area residents to determine the next steps.
Mr. J. Riddell	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the report from the Community Design and Development Services regarding MacAlister Park be received;
	AND THAT staff report back with the findings of the MacAlister park survey in June.
	Carried
	Next Meeting: February 8, 2008
	The meeting adjourned at 12:45 p.m.
	Chairperson

Council Chambers January 11, 2008 1:15 p.m.

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Community Development & Environmental Services Page 3

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Distribution	Minutes
January 11, 2008	Community Development & Environmental Services Page 5
	The meeting adjourned at 3:12 p.m.
	· · · ·
	Chairperson
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Report: 08-15

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

TO: Community Development and Environmental Services

DATE: February 8, 2008

SUBJECT: PROPOSED OPTIONS FOR ERAMOSA BRIDGE/ TRAIL REHABILITATION

RECOMMENDATION:

THAT the Community Design and Development Services Report 08-15, dated February 8, 2008, be received;

AND THAT the Eramosa Road bridge rehabilitation including the replacement of the existing bridge deck, proceed in 2008 subject to approval of the project as identified in the Capital budget;

AND THAT staff be directed to implement Option #2 regarding the trail connection across Eramosa Road in conjunction with the bridge rehabilitation project.

BACKGROUND:

At the September 7, 2007 CDES meeting, the Committee passed a resolution as follows: "THAT staff assess the option of restructuring the pedestrian access of the walking trail in conjunction with this construction project and report back."

REPORT:

Parks Planning and Engineering have met to discuss options for a pedestrian access across Eramosa Road. The implications of the options are listed below (refer to Appendix 1 - BRIDGE/TRAIL OPTIONS for a comparison matrix).

Option #1 – A 1.5 metre wide cantilevered or suspended catwalk under the bridge with 50 metre long, 2.4 metre wide ramps to the west and east of the bridge that meet Facility Accessibility Design Manual and Building Code requirements (maximum 5% slope, maximum 9 metre runs with 1.5 metre landings). Also included will be lighting, retaining walls, railings, tree removal and re-plantation, as well as slope and river restoration. The City's consultant, Gamsby and Mannerow have prepared a preliminary cost estimate of approximately \$400,000.00 to implement this option.

Implications:

1. Impact to existing vegetation – Extensive, if not all, trees and understorey planting on the banks of the river 50 metres to the west and east of the bridge will have to be removed so that engineered ramps can be integrated into the existing riverbanks by means of retaining walls and slope stabilization practices. Opportunity for replanting will be limited due to the limited space and revised slope not only creating environmental impacts, but visual impacts too (see below).

2. Visual impact – Extensive, if not all, trees will be removed along the south side of the river resulting in views of residences on the north side looking south at the rear of the large concrete apartment building at 27 Cardigan Street. Opportunity for replanting will be limited due to the limited space and revised slope.

 Permitting – GRCA, Fisheries and the Coast Guard will require studies and reports that detail environmental impacts, outline compensation requirements, etc., before approving such a project within their jurisdiction and may ultimately not allow such a project to proceed due to potential negative results of reports.
 Cost – \$400,000.00 is a considerable amount of money for any construction project that may not be used as intended due to safety issues (see below).
 Safety and Use – Even with an abundance of lighting and security cameras individuals may not feel safe using the ramp and catwalk at night and may attempt to cross Eramosa Road at-grade on the rails without the use of a proper signalized crossing or directional signage.

6. Maintenance – The ramps will need to be cleared by hand in the winter due to their narrow width and incompatibility with existing snow clearing equipment.

Option #2 – A 2.4 metre wide asphalt trail that meets Eramosa Road at-grade with a signalized pedestrian cross walk that would parallel the rail crossing. The City has retained MRC Consulting to produce a Risk and Safety Audit for the section of proposed trail from Eramosa Road north to Speedvale Avenue as part of the Trans Canada Trail Project, including a review and recommendation of a signalized pedestrian crosswalk at Eramosa Road. The city has estimated a cost of \$40,000.00 to implement this option.

Implications:

1. Approvals -The City's Traffic Services would need to review and approve MRC Consultant's recommendation for a signalized crossing. Traffic Services may not approve this crossing due to conflicts with existing traffic movements at the intersection or along Eramosa Road.

Option #3 – A 2.4 metre wide asphalt trail that meets Eramosa Road at-grade with signage directing trail users to cross at the existing signalized Woolwich and Eramosa Road intersection, 50 metres south. The city has estimated a cost of \$500.00 to implement this option.

Implications:

1. Safety - Trail users may risk crossing Eramosa Road where the trail intersects it without the use of a proper signalized crossing.

2. Inconvenience – Trail users may be frustrated and annoyed to be redirected 100 metres off the trail to cross a four lane road.

Staff's recommendation at this time is Option #2. With the Report by MRC Consulting scheduled for completion this spring and further design development of the Trans Canada Trail west of Eramosa Road to continue this summer by the City's consultant MMM Group with intentions to implement some sections later in the fall of 2008, keeping the trail accessible, user friendly, safe, and clear all year round, staff feel the option of building a trail connection under the Eramosa bridge has environmental, safety, cost and maintenance concerns with little overall contribution to the City's Trail Master Plan.

The timing for the proposed bridge deck replacement is very tight due to the small construction window (June and July).

CORPORATE STRATEGIC PLAN:

1. An attractive, well-functioning and sustainable city

DEPARTMENTAL CONSULTATION/ CONCURRENCE:

Parks Planning and GJR were consulted regarding the pedestrian trail connection across Eramosa Road.

COMMUNICATIONS:

N/A

FINANCIAL IMPLICATIONS:

Based on the above staff recommendations :

- 1. As part of the Bridge Rehabilitation Project : No additional funding is required in any of the Options outlined above.
- As part of the Future Trans Canada Trail Project : Option #1 will require an estimated \$400,000.00
 Option #2 will require an estimated \$40,000.00
 Option #3 will require an estimated \$500.00

Prepared By: Andrew Janes, P. Eng. Project Engineer x2338 andrew.janes@guleph.ca

eded

Recommended By: Jim Riddell Director of Community Design and Development Services x2361 jim.riddell@guelph.ca

Endorsed By:

Richard Henry, P. Eng. City Engineer x2248 richard.henry@guelph.ca

Recommended By: Scott Hannah Manager of Development and Parks Planning x2359 scott.hannah@guelph.ca

T:\ParksPlanning_Park Planning_PROJECTS\SPECIAL PROJECTS\Eramosa Bridge Rehabilitation Project

SNOITIC	
RIDGE/TRAIL (
APPENDIX 1: B	

No.	IMPLICATION	OPTION #1	OPTION #2	OPTION #3
~	Impact to Existing Vegetation	Extensive, if not all, tree and understorey planting removal 50 metres east and west of the bridge on the south side will occur to accommodate ramps. Little opportunity for replanting due to limited space on revised slopes.	No impact will occur to existing vegetation. Opportunity for additional planting.	No impact will occur to existing vegetation. Opportunity for additional planting.
7	Visual Impact	Extensive, if not all, tree and understorey planting along the south side of the river will result in residences looking south at the rear of the large apartment building on Cardigan Street.	No impact will occur.	No impact will occur.
m	Permitting	GRCA, Fisheries, Coast Guard will require environmental impact assessment reports and may not support such a project due to negative impacts.	GRCA will require a minor permit as typical protocol for any trail construction project within the flood zone so that the project becomes a part of their files. Support would be given. GJR will need to review trail alignment and may not support location due to safety requirements. Alternate route would need to be discussed.	GRCA will require a minor permit as typical protocol for any trail construction project within the flood zone so that the project becomes a part of their files. Support would be given. GJR will need to review trail alignment and may not support location due to safety requirements. Alternate route would need to be discussed.
4	Cost	Estimated at \$400,000.00	Estimated at \$40,000.00	Estimated at \$500.00

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APPEI	APPENDIX 1: BRIDGE/TRAIL OPTIONS	L OPTIONS		
cu	Safety and Use	Even with an abundance of lighting and security cameras individuals may not feel safe using the ramp and catwalk at night and may attempt to cross Eramosa Road at-grade on the rails without the use of a proper signage.	There would be little safety concerns for trail users if they stay on the trail and both pedestrians and vehicles obey the proposed signalized crossing at Eramosa Road.	There would be little safety concerns for trail users if they stay on the trail, obey signage and both pedestrians and vehicles obey the signalized intersection at Woolwich and Eramosa Road.
۵	Maintenance	The ramps will need to be cleared by hand in the winter due to their narrow width and incompatibility with existing snow clearing equipment.	The at-grade trail would be cleared by existing maintenance equipment with no other foreseeable conflicts.	The at-grade trail would be cleared by existing maintenance equipment with no other foreseeable conflicts.
~	Convenience to Users	Trying to divert trail users down a ramp and under a bridge will be difficult and will be seen as an inconvenience to many especially when a trail will need to be established at-grade with Eramosa Road on either side of the bridge to allow for pedestrians to access existing sidewalks on Eramosa Road.	No inconveniences foreseeable for an at-grade signalized road crossing.	Trying to divert trail users via signage to the existing signalized intersection at Woolwich and Eramosa 50 metres away may be seen as an inconvienence.





Report

ENVIRONMENTAL SERVICES

TO: Community Development and Environmental Services Committee

DATE: February 8, 2008

SUBJECT: ORGANIC TECHNOLOGY REVIEW STEERING COMMITTEE - FOURTH UPDATE REPORT

RECOMMENDATION:

THAT the report of the Director of Environmental Services entitled <u>Organic Technology</u> <u>Review Steering Committee - Fourth Update Report</u> dated February 8, 2008 be received."

REPORT:

This is the fourth update report as required by Council on March 26, 2007. The Organic Technology Review Steering Committee, City staff, and the consultant from CH2M Hill assisting with this project, have met twice since the last update report (November 1, 2007). The Committee has developed draft criteria and weighting factors which will be used to evaluate the responses that the City receives to the RFP that will be issued soon. The Committee will meet again in late January to finalize the criteria and weighting factors.

A successful Council workshop was held on October 29, 2007 at which time ten (10) companies who responded to the City's prequalification document presented their technologies to members of Council, the Organic Technology Review Committee, and members of the public that were in attendance.

A RFP will be issued by the end of February 2008 to the thirteen companies that prequalified. The RFP will require respondents to submit bids to the City on a "design/build" basis with an option for the future operation of the new organic waste processing facility. In the period between when the RFP is issued and when the responses are received, staff will bring a report to the Community Development and Environmental Services Committee that will provide Council with information regarding the merits/risks of public-private partnerships, a review of industry trends in Ontario, labour relations issues, and the legal risks/issues with such a partnership.

CORPORATE STRATEGIC PLAN:

6.4 To generate less waste per capita than any comparable Canadian city.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION:

Finance, Human Resources and Corporate Services (Legal Services Division).

COMMUNICATIONS:

N/A

ATTACHMENTS:

N/A

Prepared By: _____ Dean Wyman Manager, Solid Waste Resources

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

The City That Makes A Difference

COMMITTEE AGENDA



ТО	Community Development and Environmental Services Committee
	– Information Meeting – Civic Centre Precinct

DATE February 8, 2008 Immediately following the 9:30 a.m. Community Development and Environmental Services Committee Meeting

LOCATION Council Chambers

ITEMS FOR CONSIDERATION

PRESENTATION OF WORK IN PROGRESS:

Objectives Existing conditions Opportunities / Challenges Preliminary Concept Plan & Guidelines Implementation Discussion: Public realm priorities Other key actions

COUNCIL DISCUSSION:

What's good? What needs revision? What else needs to be considered?

NEXT STEPS:

February 19, 2008: Downtown Coordinating Committee February 25, 2008: Council Meeting - Staff Recommendation

QUESTIONS:

ADJOURNMENT

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, February 8, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, February 8, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly and Hofland

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. R. Henry, City Engineer; Mr. D. Wyman, Manager of Solid Waste Services; Mr. R. Templeton, Park Planner; Mr. S. Hannah, Manager of Development and Parks Planning; Mr. I. Panabaker, Heritage/Urban Design Planner; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper

Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting held on January 11, 2008 be confirmed as recorded and without being read.

Carried

2. Moved by Mayor Farbridge

Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting with Guelph Township held on January 11, 2008, be confirmed as recorded and without being read.

Carried

Proposed Trail Connection Under the Eramosa Road Bridge

The City Engineer advised that park planning staff and engineering staff have worked together to ensure the options presented are all viable and they intend to begin the project in July.

Mr. Templeton, Park Planner reviewed Option 1 and explained why staff did not feel this option was viable. Staff is working with the Guelph Junction Railway and consultants on a safety audit; and the traffic department will be examining synchronizing the lights and other traffic impacts as well.

February 8	Community Development & Environmental Services Committee	Page 2
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the Community Design and Development Services report 03 February 8, 2008 and entitled "Proposed Trail Connection Under the Road Bridge" be received; 	
	AND THAT the Eramosa Road bridge rehabilitation including the of the existing bridge deck, proceed in 2008 subject to approval of identified in the Capital budget;	-
	AND THAT staff be directed to implement Option #2 of Report 08 the trail connection across Eramosa Road in conjunction with the brehabilitation project.	
		Carried
	Organic Technology Review Steering Committee – Fourth Upd	late Report
	The Director of Environmental Services advised that the RFP will soon and will be out for 8-10 weeks. The ranking and selection cri been set and Council will be provided with this information. She s some bids will involve operation of the facility and some only the Staff will seek outside advice on risks and benefits of a private/pub partnership and this information – including staff impact - will also to Council with no indicators of decision.	teria have tated that design build. blic
	The Manager of Solid Waste Services advised that the time line of includes evaluation of the responses, due diligence, interviews, and the report and anticipate completion by the end of summer.	-
Dr. J. Laird	 4. Moved by Mayor Farbridge Seconded by Councillor Piper THAT the report of the Director of Environmental Services entitled <u>Technology Review Steering Committee – Fourth Update Report of</u> February 8, 2008 be received. 	
	Outstanding Items	Carried
	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the revised List of Outstanding Items be approved. 	
		Carried

The meeting adjourned at 10:17 a.m.

Chairperson

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, February 8, 2008, 10:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, February 8, 2008 in Committee Room A at 10:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly, Hofland and Wettstein

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Henry, City Engineer; Mr. I. Panabaker, Heritage/Urban Design Planner; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

Civic Precinct Plan

Consultants Mark Reid, Tim Smith and Shonda Wang from Urban Strategies Inc., Toronto, gave a presentation regarding the Civic Precinct Plan.

Mr. Mark Goldberg, on behalf of the Guelph Rink Rats was present to advise the committee that they will raise two million dollars to support the building of a rink at the new Civic Square.

The meeting adjourned at 12:50 p.m.

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Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE March 7, 2008

LOCATIONCouncil ChambersTIME9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

February 8, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
HANLON ENVIRONMENTAL ASSESSMENT	Receive
Presentation by Rajan Philips, Transportation Planning & Development Engineering Manager.	Keteive
THAT the Community Design and Development Services Report 08-29, entitled "Hanlon Expressway Environmental Assessment", dated March 7, 2008, be received.	
CANADIAN YOUTH REPORT ON THE UN CLIMATE CONFERENCE IN BALI	
Presentation by Jennifer McDowell and Adam Scott, Canadian Youth Delegates	
TERMITE CONTROL PROGRAM – EXECUTIVE SUMMARY	Receive
THAT the Termite Control Program – Executive Summary Report from the Community Design and Development Services Department dated March 7, 2008 be received.	
BIOSOLIDS MANAGEMENT MASTER PLAN IMPLEMENTATION	
Presentation by Cameron Walsh, Manager of Wastewater Services	Approve
THAT the Biosolids Management Master Plan Implementation Strategy, as outlined in the report of the Director of Environmental Services dated March 7, 2008, be approved;	

AND THAT the Mayor and Clerk be authorized to enter into an Agreement between the City of Guelph and Lystek International Inc. to obtain a license for the Lystek technology and to purchase the associated capital equipment, subject to the satisfaction of the Director of Environmental Services and the City Solicitor.	
RESTRICTIVE COVENANTS FOR CLOTHESLINES	Approve
THAT staff be directed to add the following as a condition of all future Draft Plan of Subdivision approvals within the City of Guelph.	
"THAT the developer agrees to eliminate the use of any covenants that would restrict the use of clotheslines;	
AND THAT prior to the registration of all or any portion of the plan, the developer's lawyer shall certify to the Director of Community Design and Development Services that there are no restrictive covenants which restrict the use of clotheslines."	
ALTERNATIVE FINANCIAL ARRANGEMENTS FOR COLONEL JOHN MCCRAE MEMORIAL BRANCH (NO. 234) ROYAL CANADIAN LEGION, 895-919 YORK ROAD, GUELPH, ONTARIO	Approve
THAT City Council approve the request from The Royal Canadian Legion – Colonel John McCrae Memorial Branch 234 located at 895-919 York Road and legally described as Part of Lots 4 and 5, Concession 2, Division "C" (formerly Guelph Township) designated as Parts 1, 2, 3, 4 and 5, Reference Plan 61R7636, to defer the Legion's share of the assessment costs of road and services construction valued at \$191,825.00 that apply to the severed parcel over a fifteen (15) year period with payments of \$12,789.00 annually until the full amount is paid in order to help facilitate the sale of the Legion lands;	
AND THAT Council authorize staff to execute a new or amended site plan agreement incorporating the proposed payment arrangement.	

OTHER BUSINESS

NEXT MEETING:

April 11, 2008

ADJOURNMENT

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

T 519-822-1260 TTY 519-826-9771

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	March 07, 2008
SUBJECT	Hanlon Expressway Environmental Assessment
REPORT NUMBER	08-29

RECOMMENDATION

"THAT the Community Design and Development Services Report 08-29, on the 'Hanlon Expressway Environmental Assessment, dated March 07, 2008', be received for information."

BACKGROUND

The Ministry of Transportation (MTO) has initiated an Environmental Assessment (EA) study for the upgrading of the Hanlon Expressway from 0.5 km south of Maltby Road to the Speed River, with Stantec Consulting Ltd. as the study consultants. Two Public Information Centres (PICs) have been held, and a preferred plan of improvements was presented at the second PIC held on December 5, 2007. A Special Council Meeting was held on January 14, 2008, to hear public comments on the proposed improvements. Nearly 400 people attended the meeting and about 30 people made representations. Additional comments have been provided in writing by many residents and these are currently under review by MTO, the study consultants, as well as City staff.

The issues raised relate mostly to the proposed improvements at the intersections of the Hanlon Expressway at Kortright Road and Stone Road and their impacts on the residential neighbourhoods on either side of the Expressway from south of Kortright Road to College Avenue. The MTO has indicated that it will organize a facilitated workshop for neighbourhood representatives, other stakeholders and City Councillors to discuss and develop consensus in addressing the issues that have been raised.

This information report summarizes the following: (1) the development of the Hanlon Expressway and adjacent neighbourhoods between 1966 and 2000; (2) MTO's initiatives for upgrading the Hanlon Expressway as a freeway; (3) technical input by City staff to the current EA process; and (4) outstanding issues and the next steps in the EA.

REPORT

(1) Hanlon Expressway and Adjacent Developments

The Hanlon Expressway was built in stages between 1971 and 1974 as a 4-lane, controlled access expressway with at-grade intersections, and with the intention of upgrading it as a freeway with interchanges and flyovers. The new roadway relocated the section of the Provincial Hwy 6 from the Gordon Street/Brock Road corridor that is central to Guelph to a new alignment near the westerly limits of the City. The relocation also provided relief to City roadways, especially Gordon Street, from outside vehicular and truck traffic. Further, the new roadway was built with sufficient right-of-way to accommodate future improvements.

The first section of the roadway was built in 1971 from Kortright Road to Wellington Road. At that time, College Avenue extended to the old Hanlon Road just west of the Hanlon Expressway, and Stone Road stopped at the Hanlon Expressway and did not extend westerly. Kortright Road connected White Law Road and the Hanlon Expressway and did not extend to the east of the Expressway. Downey Road, a continuation of Wellington Road-35, terminated at Kortright Road.

Figure 1 illustrates the road system at the time of construction of the first section of the Hanlon Expressway between Kortright Road and Wellington Road.

In 1971, there was no development south of Stone Road on the east side of the Hanlon Expressway. Residential and commercial developments on the east side occurred after 1976, along with the extension of Edinburgh Road south of Stone Road, and the construction of new roadways, namely, Kortright Road (to the east of the Hanlon Expressway), Scottsdale Drive and Ironwood Road.

On the west side, the development of the College Heights subdivision had begun a few years before the construction of the Hanlon Expressway, following the 1966 annexation. This subdivision was completed in the late 1970s. The Woodland Glen subdivision was built in the 1980s, and the Kortright Hill subdivision was developed between 1986 and 2000. The YMCA, located at the southwest corner of Kortright Road and the Hanlon Expressway, was built in two phases, in 1990 and 1992.

To serve the new developments on the west side, College Avenue and Stone Road were extended and connected west of the Hanlon Expressway, Woodland Glen was built between Stone Road and Downey Road, and Downey Road was realigned to intersect the Hanlon Expressway at the intersection of Kortright Road to the east. The connection to White Law Road was provided through Niska Road terminating on the realigned Downey Road (see Figure 2).

The main difference between the developments east and west of the Hanlon Expressway is the absence of continuous north-south roads serving the three neighbourhoods on the west side. In addition, there are no community facilities or commercial developments on the west side, leaving the residents on the west side to depend on the facilities to the east of the Expressway. This has given rise to significant pedestrian crossing at the Stone Road intersection with the Hanlon Expressway. The YMCA has city-wide patrons and attracts traffic from all parts of the City. The proposed changes to the Hanlon Expressway to accommodate increasing traffic volumes and improve the level of service are impacting the established travel patterns at the intersections of Stone Road and Kortright Road.

(2) Initiatives for upgrading the Hanlon Expressway

The upgrading the Hanlon Expressway is being undertaken by MTO in four different sections. Figure 2 illustrates the four sections of the Expressway and the EA status in regard to each of them.

The EA for the section from the Speed River north to Woodlawn Road was completed in 1994, and identified improvements for the intersections at Wellington Road, Paisley Road, Willow Road, and Speedvale Avenue. A new interchange at Wellington Road was built in 2000. The EA recommendations for the intersections north of Wellington Road require an update according to Provincial guidelines, and MTO is planning to start this EA update in April 2008. The improvements at the intersection at Woodlawn Road are included in the recently approved EA for the new Hwy 7.

The section from south of Maltby Road to Hwy 401 was included in the EA for realigning Hwy 6 South from south of Hwy 401 to the Hanlon Expressway. The EA recommends a new interchange between Maltby Road and Wellington Road-34, with connections to both roadways. This EA is now before the Ministry of the Environment for approval.

The current EA addresses improvements to the third section of the Hanlon Expressway from the Speed River south to Maltby Road, and involves the intersections at College Avenue, Stone Road, Kortright Road, and Laird Road. The existing intersections at Clair Road and Maltby Road will be closed when the Hanlon Expressway is fully upgraded with interchanges at Laird Road and a new interchange between Maltby Road and Wellington Road-34.

The preferred plan for the intersections at Laird Road, Kortright Road, Stone Road and College Avenue indicates the following modifications: Laird Road – full interchange; Kortright Road – partial interchange with to/from South Ramps; Stone Road – full interchange; and College Avenue – grade separation while maintaining existing property accesses on College Avenue (see Figure 2). The proposed modifications include pedestrian, cycling and trail connections as appropriate at each intersection.

(3) City Staff Input

City staff have been providing input to the current EA, consistent with the City's Official Plan, the Guelph-Wellington Transportation Study completed in 2005, and the Council resolutions against including College Avenue extension as an option. Staff have also highlighted the comments and suggestions that Guelph residents and Councillors have raised in regard to considering changes to the Hanlon Expressway, particularly the use of lower speeds and roundabouts.

The 2005 Guelph-Wellington Transportation Study (GWTS) proposed, as an alternative for consideration in an EA, the provision of all-way access at the Kortright/Hanlon intersection by using the service road alignments on either side of the Hanlon Expressway between Kortright Road and Stone Road. In June 2007, during the current EA process, City staff submitted to MTO a more developed version of the GWTS proposal prepared by Wentworth Consulting and SNC Lavalin consultants. The staff proposal is based on using the old Hanlon Road alignments as service roads on either side of the Hanlon Expressway from south of Kortright Road to north of Stone Road. A copy of this submission is attached as Annex 1 to this report.

Seven design alternatives for upgrading the Hanlon Expressway from Kortright Road to College Avenue were identified and evaluated as part of the EA process. Alternative #7 includes a modified version of the concept presented in the staff submission (Annex 1). Specifically, Alternative #7 does not include the service road on the West side of the Hanlon Expressway owing to property and grade constraints, and ties in the service road on the east side to the same interchange configuration included in Alternative #2 which was evaluated as the preferred alternative. Alternative #2 also includes a partial interchange at Kortright Road to allow access to/from south. Alternative #1 is identical to Alternative #2 except that it does not provide for a partial interchange at Kortright Road. Alternatives #2, #1, and #7 were ranked as the top three alternatives in the evaluation. Figure 3 illustrates the three alternatives.

The evaluation of the seven alternatives was presented at the second PIC held in December 2007. At the same PIC, MTO and the study consultants provided explanations for not considering roundabouts or a 'diamond' configuration for the Stone Road interchange. The results of a noise study and recommendations for mitigation were also presented at the PIC.

(4) Outstanding issues and Next Steps

The issues raised during public consultation are mainly in regard to the modifications proposed in the preferred plan for the intersections at Kortright Road and Stone Road and include:

- Kortright / Hanlon intersection: to/from-north access
- impact on John Gamble Park due to the ramp in the southeast quadrant of the Kortright/Hanlon intersection
- access to YMCA in the northwest quadrant of the Kortright/Hanlon intersection
- Stone/Hanlon intersection: interchange configuration and the provision for the westerly extension of Stone Road
- pedestrian/cyclists crossing the new interchange at Stone Road
- impacts on properties and noise impacts
- general Issues such as design speed, drainage and impacts on water resources

MTO has indicated that it will organize a facilitated workshop with residents and stakeholders to discuss outstanding issues and develop consensus to address them. City staff will consult with resident groups, stakeholders and Councillors to form a Citizens Liaison Group to participate in the workshop and provide input to the EA process. Prior to the workshop, MTO has agreed to undertake the following at the request of City staff:

- (a) driver travel survey to the west of the Hanlon Expressway starting from the intersections at Kortright Road, Stone Road and College Avenue. This survey will be undertaken jointly by MTO and the City to identify the amount of outside traffic that is now accessing the Hanlon Expressway at Kortright Road and Stone Road, and assess the benefit of diverting the outside traffic to the new interchange at Laird Road;
- (b) review of the interchange design at Stone Road without providing for future Stone Road extension to the west. Such a modified configuration may address some of the concerns raised about pedestrian and cycling access across the Hanlon Expressway at Stone Road and the impacts on adjacent properties; and
- (c) review of the design of the northbound off-ramp at Kortright Road to avoid impacting the John Gamble Park.

It is expected that results of the survey and the design modifications would be available for presentation at the workshop. As such, the timing of the workshop will depend on the completion of these tasks. Following the workshop, MTO is expected to finalize its proposals for the Hanlon Expressway upgrades. At that time, MTO will assess the need for further public consultation.

The final steps in the EA process include MTO's presentation of its finalized proposal to the Community Development and Environmental Services (CDES) Committee and the filing of the EA report for public review and comments including the opportunity to file objections with the Minister of the Environment. Following MTO's presentation to CDES Committee, City staff will present a separate report to Council with recommendation for City's position in regard to MTO's proposals.

CORPORATE STRATEGIC PLAN

Strategic Direction #1: To Manage Growth in a Balanced Sustainable Manner

- Ensure the City's infrastructure is appropriate for current and anticipated growth
- Work with neighbouring municipalities and all levels of government on policy and direction

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Figure 1 - Adjacent Road System at the time of the Hanlon Expressway Construction

Figure 2 - Status of EAs for Hanlon Expressway Upgrades

Figure 3 – The three top-ranked alternatives

Annex 1 – Technical submission to MTO

Prepared By: Rajan Philips, P.Eng., Transportation Planning & Development Engineering Manager (519) 837-5604, ext. 2369 rajan.philips@guelph.ca

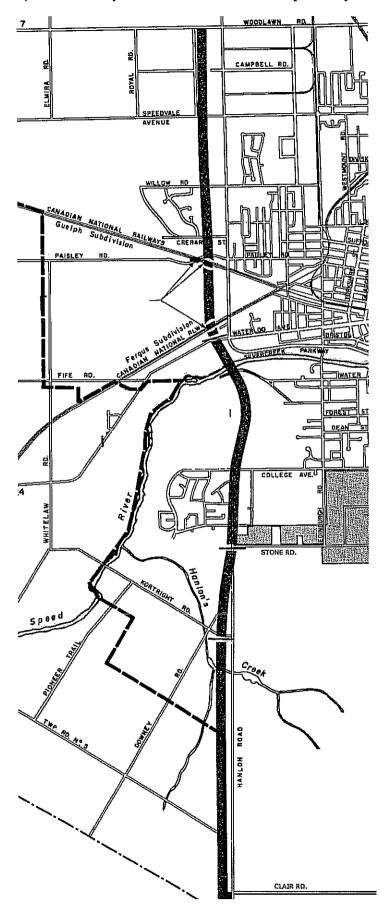
Endorsed By:

Richard Henry, P.Eng., City Engineer (519) 837-5604, ext. 2248 richard.henry@guelph.ca

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Recommended By: James N. Riddell Director of Community Design and Development Services (519) 837-5617, Ext. 2361 jim.riddell@guelph.ca

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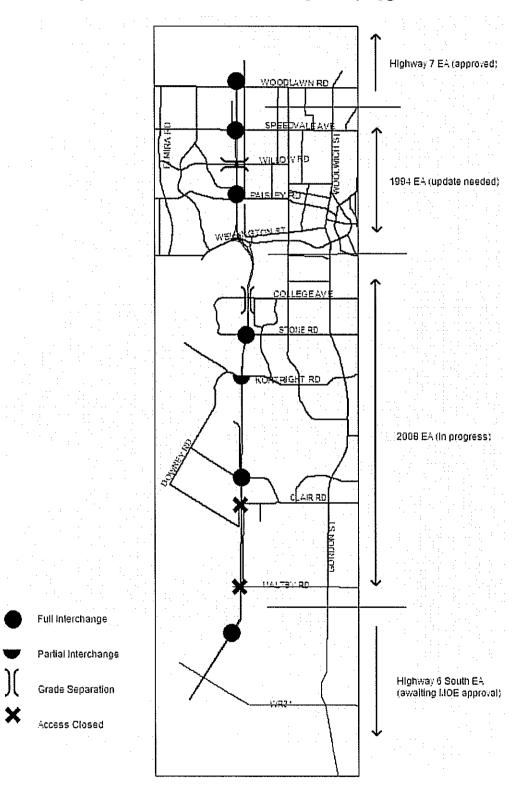
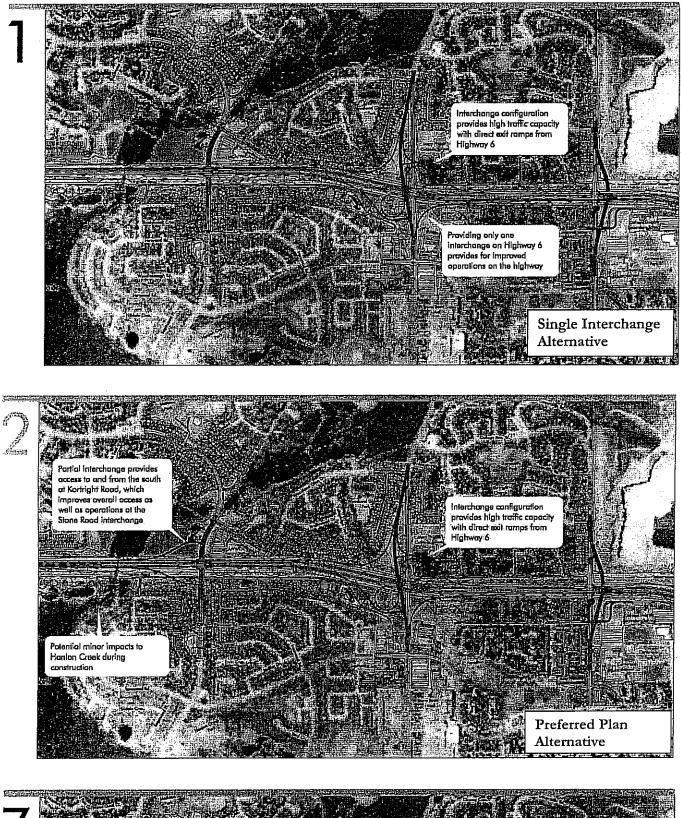
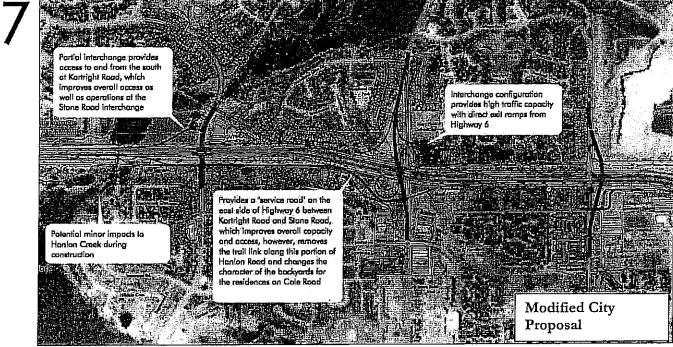


Figure 2: Status of EAs for Hanlon Expressway Upgrades

Figure 3: Three Top-Ranked Alternatives





Annex 1

Technical Submission to MTO



THE CITY

Guelph

COMMUNITY DESIGN AND DEVELOPMENT SERVICES Engineering Services City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Tel: 519-837-5604 Fax: 519-822-6194 guelph.ca

File No: 22.122.001.A

(Offices located at 2 Wyndham Street North, 3rd Floor)

June 26, 2007

Ministry of Transportation, Southwestern Region 659 Exeter Road London, ON N6E 1L3 Attention: Brian Goudeseune

Dear Mr. Goudeseune,

The City of Guelph has retained Wentworth consulting Inc. and SNC-Lavalin Inc. to assist in examining interchange alternatives in North Section, in conjunction with the ongoing Hanlon Expressway Environmental Assessment (South of Maltby Road to the Speed River). Please find enclosed their report detailing preliminary findings.

The consultants have provided preliminary operational and geometric analysis of alternatives that are identified in the Guelph Official Plan and the 2005 *Guelph-Wellington Transportation Study*. These include partial interchanges at College Avenue and Kortright Road/Downey Road, the College Avenue Extension, and an alternative interchange concept accommodating all movements at both Stone Road and Kortright Road/Downey Road.

Regarding a partial to/from north interchange at College Avenue, it has long been the City's understanding that it would be feasible and for that reason the option has been included in the Official Plan and the *Guelph-Wellington Transportation Study*. Land had also been set aside for its construction. The fact that it is infeasible due to the design of the Wellington Street interchange to the north represents a loss of opportunity for the City and will inconvenience traffic on College Avenue to/from the Hanlon Expressway.

The Stone-Kortright shared interchange concept detailed within the consultant report builds on alternatives presented by MTO at the first Public Information Centre on May 10, 2007. The findings of the preliminary analysis suggest that the shared interchange concept is feasible, that it will improve access to the Hanlon Expressway while reducing the impact on municipal roadways, and that it will not affect the provincial highway function. The alternative also avoids the need for extending College Avenue, against which, and in response to community concerns, Council recently passed a resolution.

We request that MTO give this alternative concept due consideration. Please note that what is presented here is a concept which could be further modified and refined, and we look forward to working with MTO in improving on this concept.

Sincerely.

Rajan Philips, P. Eng. Transportation Planning and Development Engineering Manager

(本)

GK:nc

Encl: Improvement Options at the College-Stone-Kortright Section of the Hanlon Expressivay (Wentworth Consulting Inc. and SNC-Lavalin, June 2007)

cc: Gregg Cooke, Stanter Inc. Richard Henry, City of Guelph Jim Riddell, City of Guelph

Improvement Options at the College-Stone-Kortright Section of the Hanlon Expressway

Prepared by: Wentworth Consulting Inc and SNC Lavalin June 2007

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1. Service Road Concept (Parts a-d)

BACKGROUND

MTO Feasibility Study

In their 2007 Feasibility Study, MTO examined options for upgrading the Hanlon Expressway to full freeway status. Included in this analysis were options for interchange configurations along the Hanlon. Of particular interest to this analysis is the section of the Hanlon Expressway that includes College Avenue, Stone Road and Kortright Road/Downey Road.

The MTO study identified a technically preferred interchange option for Laird Road, subject to confirmation in an Environmental Assessment which is now underway.

The selection of a preferred interchange concept for College, Stone and Kortright was left to be part of the on-going Environmental Assessment. The report, however, stated the preference for having a full interchange at Stone Road with grade separations at College Avenue and Kortright Road/Downey Road.

This configuration is of concern to the City of Guelph for three reasons. First of all, it is inconsistent with the City's Official Plan. Secondly, it will eliminate the full access currently enjoyed at College Avenue and Kortright Road. Finally, it will have significant impact on the municipal road system in the area.

The MTO report also states that any ramps provided at College Avenue to and from the north will overlap with the ramps from Wellington Road and thus will not be to MTO design standards. They have also stated that ramps to and from the south at Kortright Road will be of marginal benefit.

Guelph OP

The City of Guelph Official Plan calls for numerous grade separations and interchanges along the Hanlon from Highway 7 to Highway 401. Specific to this analysis, the OP calls for the following:

- A partial interchange at College Avenue with ramps to and from the north only;
- A full interchange at Stone Road; and
- Ramps to and from the south at Kortright Road.

The College Avenue extension is identified as an alternative to a full interchange at Kortright Road.

Recently, Guelph Council passed a resolution to oppose the extension of College Avenue.

Guelph – Wellington Transportation Study

The 2005 Guelph-Wellington Transportation Study (GWTS) concluded that in this section of the Hanlon the OP should be amended to allow for a full interchange at Kortright Road in addition to the interchange at Stone Road and the partial interchange at College Avenue.

The GWTS concluded that not providing ramps at Kortright Road would cause a great deal of inconvenience for those now using Kortright Road and Downey Road, and would create traffic problems in the adjacent street system.

Hanlon Expressway EA

MTO has commissioned an Environmental Assessment dealing with the Hanlon Expressway from Highway 7 to Highway 401. The EA is to examine future requirements for the Hanlon Expressway, including possible connections at College Avenue, Stone Road and Kortright Road/Downey Road.

The EA recognizes that there will be impacts to the local municipal street system as changes to access to the Hanlon are implemented. With this in mind, MTO examined several alternatives for the municipal road system and presented these for consideration at a Public Information Center in May of 2007.

Specifically, MTO presented Possible Improvement Scenarios for Municipal Roads. Option 'b' was a partial interchange at Kortright Road/Downey Road with ramps to and from the south, and Option 'd' was a service road running from Kortright Road to Stone Road along the east side of the Hanlon.

In addition, MTO presented Option 3 for the North Interchange Alternatives that showed a diamond interchange ramp configuration at Stone Road.

PURPOSE

In light of the above, the City of Guelph commissioned Wentworth Consulting and SNC-Lavalin to examine providing additional ramps to the Hanlon Expressway at College Avenue and Kortright Road/Downey Road.

Specifically, the City of Guelph requested that Wentworth Consulting and SNC-Lavalin undertake the following:

- 1. Meet with City staff to review the background information to this assignment, including the City's OP, the Guelph-Wellington Transportation Study and MTO's Highway 6 Feasibility Study.
- 2. With City staff, conduct a traffic analysis of projected traffic volumes based on the City's TransCAD model.
- 3. Prepare functional plans.
- 4. Write a brief report summarizing the City's concerns and the study recommendations.
- 5. Attend meetings as required.

This memo documents the analysis undertaken to assess the traffic implications and geometric feasibility of providing additional ramps to the Hanlon Expressway at College Avenue and Kortright Road/Downey Road.

TRAFFIC ANALYSIS

To undertake the traffic analysis, meetings were held with Geoff Keyworth, Transportation Planner for the City of Guelph. Various traffic scenarios were undertaken utilizing the City's TransCAD model. The following sections describe the findings.

College Avenue Ramps

The analysis examined the implications of providing ramps to and from the north on the Hanlon at College Avenue. Two scenarios were examined. Both scenarios examined a full interchange at Stone Road. The first scenario examined traffic implications with ramps to and from the north at College Avenue, and the second examined traffic implications without the College Avenue ramps.

The analysis indicated that the College ramps would carry a reasonable volume in the 2021 PM peak hour. Northbound the volume would be 509 vph and southbound the volume would be 552 vph.

Without the College Avenue ramps, this volume would be carried by the local municipal road system. Specifically, Edinburgh Road would carry traffic to and from the north. Traffic to and from the south of College Avenue would be carried by a combination of Janefield Avenue and Scottsdale Drive.

Without the College Avenue ramps, there would be an increase in traffic on Stone Road at the interchange ramp intersections.

Table 1 College Avenue Ramps (year 2021 PM peak hour volumes)					
Roadway	With Ramps	Without ramps	Difference		
College Avenue West of the Hanlon	435	300	-135		
Janefield	423	666	+243		
Edinburgh	1588	2009	+421		
Stone Road	4211	4499	+288		

Table 1 indicates changes in traffic volumes with and without the College Avenue ramps.

Kortright Road/Downey Road Ramps

To examine the implications of the Kortright Road/Downey Road ramps to and from the south, four scenarios were examined. All four scenarios included a full interchange at Stone Road.

The first two scenarios included a College Avenue extension and were tested with and without ramps to and from the south at Kortright Road/Downey Road. The analysis indicates that 2021 PM peak hour volumes on the Kortright ramps would be substantial with 996 vph northbound and 192 vph southbound.

The other two scenarios did not include the College Avenue extension and were examined with and without ramps to and from the south at Kortright Road/Downey Road. Ramp volumes for the 2021 PM peak hour on the Kortright ramps would also be substantial with 982 vph northbound and 166 vph southbound.

The analysis indicates that the College Avenue extension would not impact the volumes on the Kortright ramps for movements to and from the south. The volumes on the ramps would be substantially the same both with and without the College Avenue extension.

The analysis indicates that ramps to and from the south at Kortright Road/Downey Road are of considerable benefit and without the Kortright ramps traffic will increase at the Laird Road interchange, along Gordon Street and also on Stone Road.

Service Road Concept

A service road concept was examined connecting Stone Road to Kortright Road/Downey Road. The service road concept is similar to the one proposed by MTO in the May 10th Public Information Centre. It has a diamond ramp configuration at Stone Road that is consistent with MTO's Option 3 for the North Interchange Alternatives. It has a service road on the east side of the Hanlon Expressway between Kortright Road and Stone Road, which is consistent with MTO's Option 'd' – Hanlon Road Extension, and there is a partial interchange at Kortright Road which is consistent with MTO's Option 'd' – Hanlon Road Extension, and there is a partial interchange at Kortright Road which is consistent with MTO's Option 'b' for the Municipal Road Improvement Scenarios.

However, this service road concept employs one-way traffic on both sides of the Hanlon Expressway rather than the two-way concept proposed by MTO on the east side only.

This service road concept would facilitate traffic movement to and from the north at Kortright Road/Downey Road. It would provide ramps to and from the north at Stone Road and ramps to and from the south at Kortright Road/Downey Road, both of which would be consistent with MTO's options.

Between Stone Road and Kortright Road there is a one-way connection for northbound traffic on the east side of the Hanlon and for southbound traffic on the west side of the Hanlon. This essentially provides traffic to and from the north on the Hanlon to enter and exit at Kortright Road. MTO has presented an option for a two-way service road from Stone Road to Kortright Road.

For example, southbound traffic on the Hanlon that is destined to Kortright Road or Downey Road could exit north of Stone Road, travel along the southbound exit ramp to

Improvement Options at the College-Stone-Kortright Section of the Hanlon Expressway Stone Road, travel through the intersection with Stone Road and take the service road to Kortright Road or Downey Road.

Northbound traffic destined to Stone Road could exit the Hanlon south of Kortright and travel on the Kortright exit ramp and the northbound service road to access Stone Road.

The analysis indicated that the volumes on the ramps would be substantial, indicating that they would be well used but within an acceptable range of traffic volumes.

Table 2 Ramp Volumes with Service Road Concept (year 2021 PM peak hour)				
Ramp	Volume			
Northbound Off-ramp at Kortright	1,707			
Northbound Service Road	1,233			
Northbound On-Ramp from Stone Road	1,019			
Southbound Off-ramp to Stone Road	1,533			
Southbound Service Road	1,027			
Southbound On-Ramp from Kortright Road	914			

Table 2 shows the ramp and service road volumes.

A major advantage of the service road concept is that it would replace the need for a College Avenue extension and considerably reduce volumes on the municipal road system, as shown in Table 3. The volume on Woodland Glen drops to some 147 vph, which is the lowest volume under any scenario examined in this analysis. The same is true for Scottsdale which would carry only 443 vph. Stone Road would also benefit, as it would carry 3,406 vph, which might allow it to remain a four lane facility.

Table 3Service Road Volumes(year 2021 PM peak hour)					
Roadway	With Service Road	Without Service Road	Difference		
Woodland Glen	147	719	+572		
Downey Road	938	797	-141		
Scottsdale	443	822	+379		
Stone Road	3,406	4,499	+1093		

SUMMARY OF TRAFFIC ANALYSIS

The traffic analysis indicated the following for College Avenue ramps:

- The College Avenue ramps would carry a reasonable volume of some 500 vehicles per hour in each direction;
- Without the ramps there would be diversion to the municipal roadways. However, there are several alternatives and no one roadway is significantly impacted.

For the Kortright Road ramps the analysis indicated the following:

- The volumes on the Kortright ramps would be significant, some 1000 vehicles per hour in the peak direction;
- The College Avenue extension would not impact the volumes on the Kortright ramps for movements to and from the south.

For the service road concept the analysis indicated the following:

- There would be no need for the College Avenue extension;
- Volumes on the municipal roadways in the area would be significantly reduced;
- The residential streets of Woodland Glen and Scottsdale Road would have very low traffic volumes; and
- Traffic on Stone Road would be significantly reduced to the extent that a widening to six lanes in some sections may not be necessary.

GEOMETRIC FEASIBILITY ANALYSIS

The geometric feasibility of providing ramps at College Avenue and Kortright Road/Downey Road was examined, along with a service road concept. Contour mapping and geo-coded air photography was obtained from the City of Guelph. The following sections describe the findings.

College Avenue

The geometric feasibility of providing ramps to and from the north at College Avenue and the Hanlon Expressway was examined. As noted by MTO, there is a very short distance between College Avenue and the start of the northbound off-ramp to Wellington Street and the end of the southbound on-ramp from Wellington Street.

From College Avenue to the start of the exit ramp to Wellington Street, there is an available distance of 470 m. In order to fully develop an on-ramp from College Avenue to the north on the Hanlon Expressway, a distance of some 750 m to 850 m would be required. Thus, an additional 330 m would be required to develop an on-ramp northbound at College Avenue.

To develop a southbound exit ramp to College Avenue some 600 m to 700 m would be required. There is a distance of 350 m available. Thus, an additional 300 m would be required to develop an off-ramp southbound to College Avenue from the Hanlon Expressway.

The analysis indicates that there is insufficient distance between College Avenue and the existing Wellington Street ramps to allow for the development of new ramps to and from the north at College Avenue. See Table 4.

Table 4					
College Avenue Ramp Length Requirements					
Ramp	Required Distance	MTO Requirement	Deficiency		
Northbound On-ramp	470 m	750 to 850 m	330 m		
Southbound Off-ramp	350 m	600 to 700 m	300 m		

Kortright Road/Downey Road

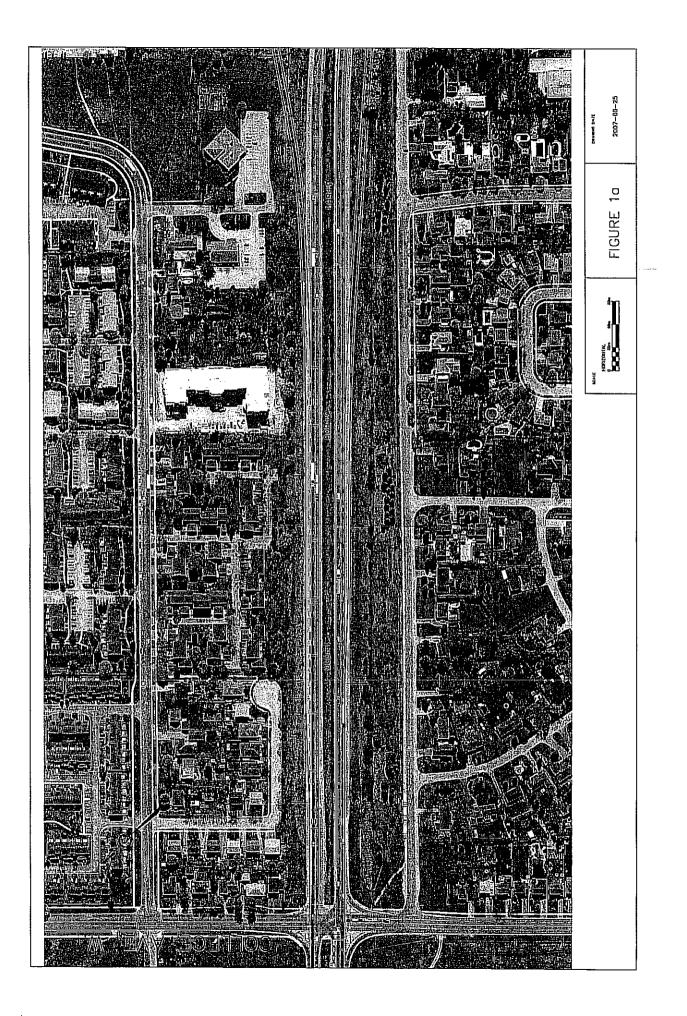
The analysis examined the geometric feasibility of providing ramps to and from the south at Kortright Road/Downey Road and the Hanlon Expressway. The terrain is generally level with no significant horizontal or vertical curves. A Kortright Road/Downey Road partial interchange would be consistent with MTO's Option 'b' for Municipal Roads.

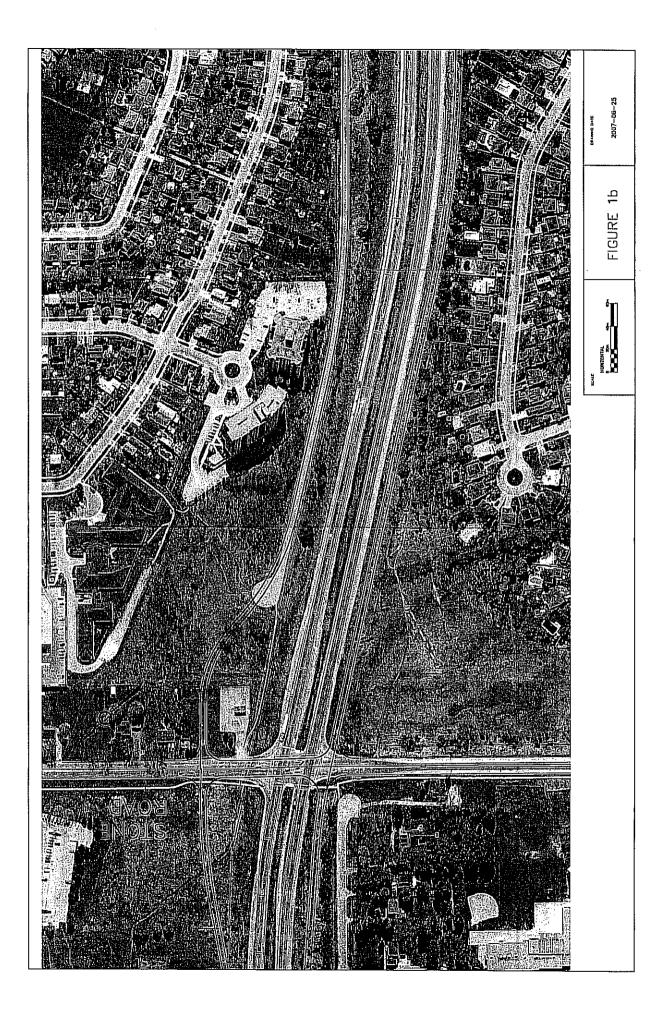
The analysis presented here indicates that there is sufficient spacing to provide ramps to and from the south at Kortright Road/Downey Road at the Hanlon Expressway. The ramps are shown in Figure 1.

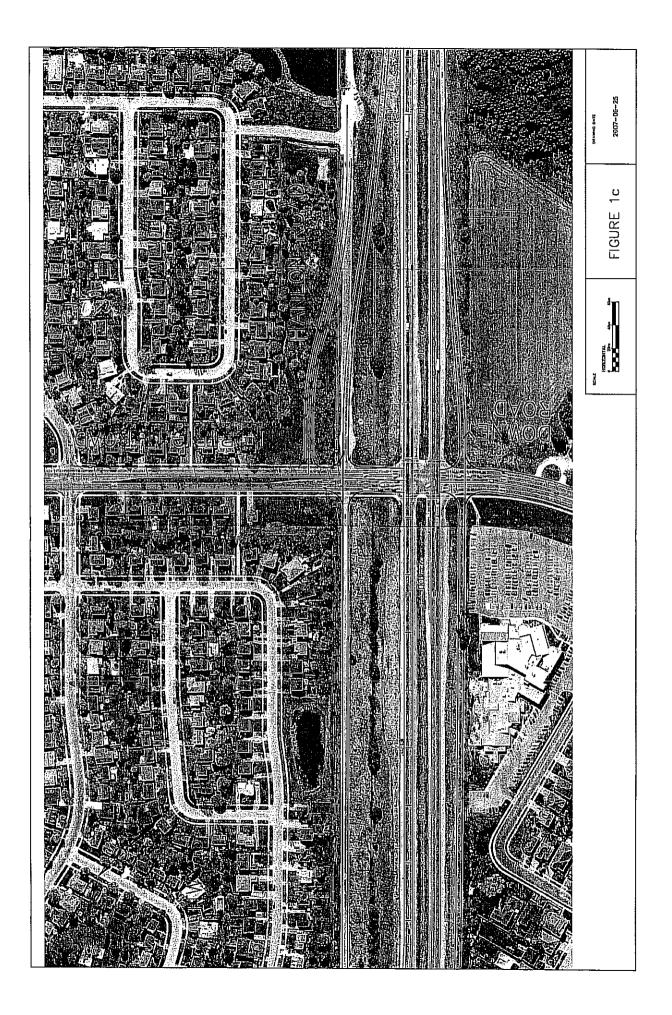
Service Road Concept

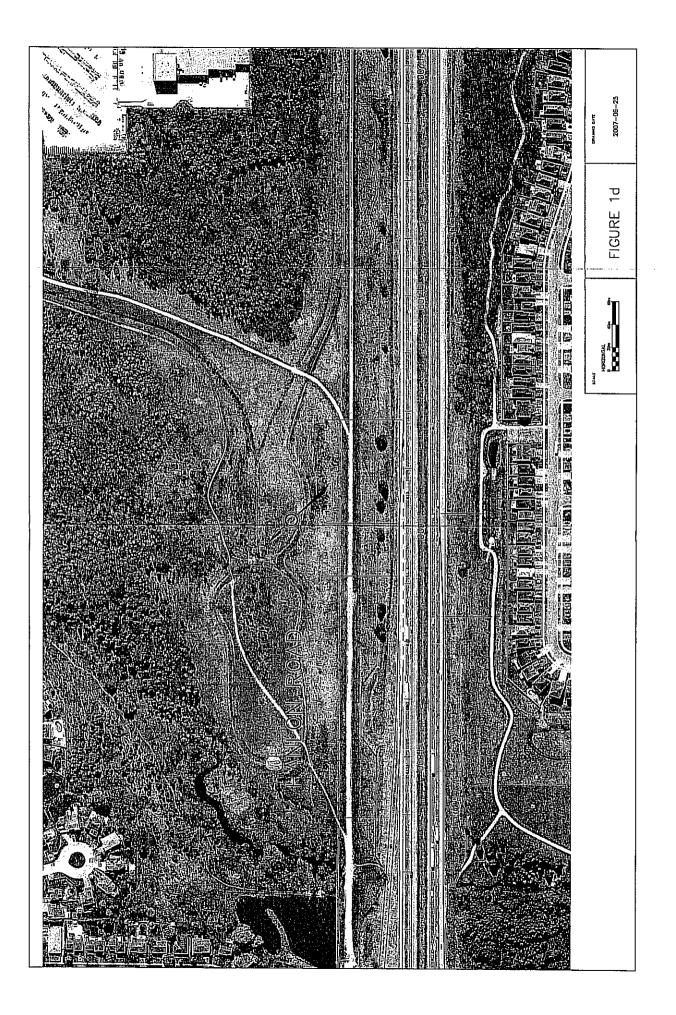
The traffic analysis indicated that it would be desirable to have full movements at both Stone Road and Kortright Road/Downey Road at the Hanlon Expressway. However, the limited spacing between these two roadways does not allow for two full interchanges. Thus, a concept was developed that would facilitate all movements at both Stone Road and Kortright Road/Downey Road with the Hanlon Expressway.

The service road concept described above is shown in Figure 1. The analysis indicates that there is sufficient room to provide for a service road on both sides of the Hanlon Expressway between Kortright Road/Downey Road and Stone Road. Additional analysis would be required to identify specific property requirements and to refine operational issues.









CONCLUSIONS

The analysis presented here has shown that there is little benefit in further exploring options for ramps to and from the north at College Avenue and the Hanlon Expressway.

However, the service road concept developed as part of this analysis warrants further consideration. The analysis indicates that there are significant traffic benefits to the Municipal road system and that the concept is geometrically feasible.

The addition of a service road between Stone Road and Kortright Road/Downey Road does not impact the through traffic on the Hanlon Expressway and the ramps can be provided to meet MTO standards. The service road provides additional access to Kortright Road/Downey Road and serves the considerable amount of Hanlon Expressway traffic that has origins and/or destinations within Guelph.

NEXT STEPS

Additional analysis should be undertaken to explore other interchange geometrics and examine the traffic operational issues in more detail. Although generally consistent with options developed by MTO and presented to the public on May 10th, 2007, there are areas that may be of concern to MTO. These include the following:

- Signage on the Hanlon Expressway;
- Intersection operation at the ramp terminals;
- Property requirements in general and specifically along the west side of the Hanlon Expressway from Kortright Road/Downey Road to Stone Road;
- Drainage requirements for the southbound lanes of Hanlon Expressway from Kortright Road/Downey Road to Stone Road; and
- Cost.

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	March 7, 2008
SUBJECT	TERMITE CONTROL PROGRAM
REPORT NUMBER	08-23

RECOMMENDATION

THAT the Executive Summary-Termite Report 2007 from the Community Design and Development Services Department dated March 7, 2008, be received.

BACKGROUND

As Council is aware, Dr. Tim Myles was hired in June, 2007 as the City's new Termite Control Officer.

REPORT

For Council's information, please see the attached "Executive Summary-Termite Report 2007" with accompanying Appendices # 1 to # 6.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Executive summary and appendices.

U. h.

Prepared By: ^f Dr. Tim Myles Termite Control Officer 815-837-5615, Ext. 2840 tim.myles@guelp.ca

Recommended By:

Bruce A. Poole Chief Building Official 519-837-5615, Ext. 2374 bruce.poole@guelph.ca

Adel

Recommended By: James N. Riddell Director Community Design and Development Services 519-837-5617 james.riddell@guelph.ca

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EXECUTIVE SUMMARY

<u>New Termite Control Officer</u>. Dr. Tim Myles was hired as the new Termite Control Officer on June 11, 2007. He took over termite inspection and bylaw enforcement duties from the former part time Termite Control Officer, Mr. Pat Sheehy. Tim was previously the Director of the Urban Entomology Program at the University of Toronto, and had previously conducted termite control projects under contract for the City from 1998-2001 and a baiting project in 2005. He will be overseeing the development and implementation of a comprehensive new termite control program for the City.

<u>Trap Array Installed and Red Zone Termite Population Reassessed</u>. As the first phase of a new termite control program, the distribution pattern of termites in the City needed to be reassessed. Therefore a new array of traps was installed. Two temporary employees were hired as assistants to help fabricate and install traps and do yard inspections in the Red Zone areas. Approximately 3,000 traps were installed, mapped and checked during the 2007 season.

<u>New Infestation at Emma x Pine</u>. In September a new infestation was discovered in the vicinity of Emma St. and Pine Dr. This area encompasses 13 properties with activity in the Red Zone and an additional 29 surrounding Blue Zone properties.

Extent of Guelph's Termite Control Areas. Guelph now has three separate Termite Management Areas, all on the north side of the city. Altogether, the three termite management areas encompass 47 blocks and 869 properties. Nineteen blocks with 412 properties are Red Zone blocks (termites known) and 28 blocks with 457 properties are Blue Zone blocks (perimeter zone).

<u>Current Distribution Pattern of Termite Activity in Guelph</u>. Of the 17 Red Zone blocks in the main management area, five are new blocks to which termites have spread since 2001. Of the 12 previously managed blocks in this area, two blocks remain without detectable activity, eight blocks remain suppressed with only small pockets of activity, and two blocks have resurgent activity. Most of the activity in the main infested area is located north of Tiffany Street. No activity was detected in 2007 in the Windermere-Inverness area.

<u>Clean Up Weekends</u>. A "Yard Wood Clean Up Weekend" was held on Oct. 19-21 in the Emma-Pine area. This proved to be a successful event with active participation of most residents. Six large bins of yard wood, mulch, stumps, landscaping ties, and other termite habitat was removed from the site. Most of the critical termite habitat in this area was removed which will greatly reduce the chance of termites spreading and make it difficult for this population to survive and reproduce. Three additional yard wood clean up weekends are planned for the main Termite Management Area in 2008.

<u>Dead Tree Removals.</u> The Operations Department has been consulted regarding the removal of 16 dead or dying city trees in the termite management areas. Several of these

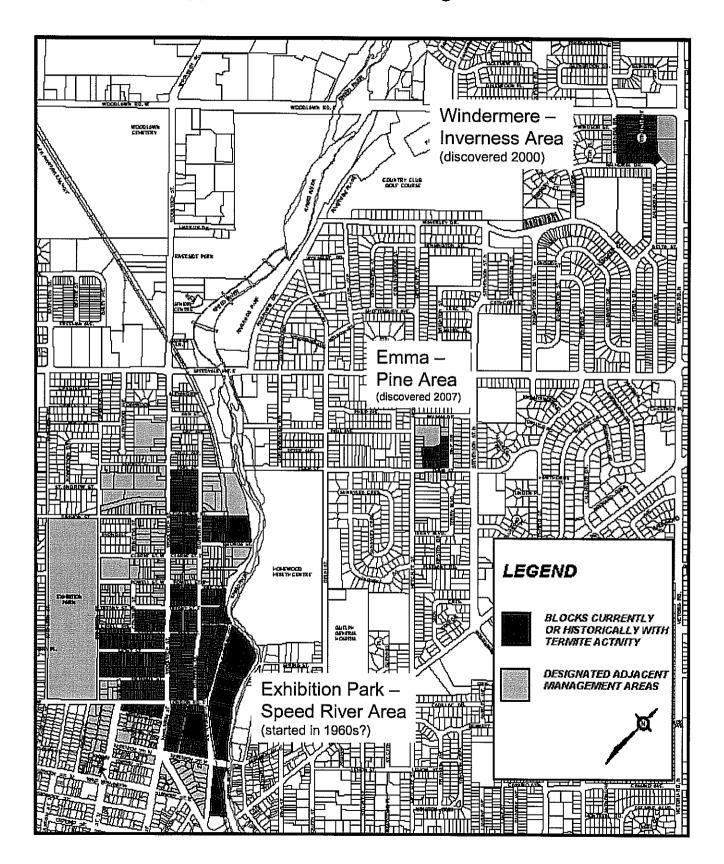
were the key nesting resources for surviving pockets of termite activity. These trees were prioritized and scheduled for removal this winter. Most of these have now been removed.

<u>Field Reports for Yard Wood Disposal</u>. The City will continue to allow free disposal of up to 500 pounds of yard wood or soil from properties in termite management areas. Such material must first be inspected and a signed Field Report issued by the Termite Control Officer. The tipping fees are waived when the Field Report is delivered to the weigh scales at the Waste Management transfer station. A new Field Report form has been developed and approximately 100 Field Reports have been written for yard wood disposal.

<u>Indoor Termite Inspections.</u> The City will also continue to provide free termite inspections whenever requested from Termite Management Area residents. Such inspections are required for real estate transactions of properties in the Termite Management Areas. Approximately 25 real estate inspections were made during the latter half of 2007 through January 2008. Indoor inspections were also conducted on all properties in the Red Zone of the Emma-Pine area. Indoor inspections are also planned for other Red Zone properties during 2008.

<u>New Termite Lab</u>. A termite lab has been set up at Riverside Park where termites are extracted from traps, maintained and tested. A study on the feeding preferences of termites on various types of organic mulch is in preparation so that alternatives to wood chip mulches may be recommended. Alternative chemicals and biological methods will also be tested for colony level population control starting next season.

<u>2007</u> Annual Report, Letter, and Public Meetings. The 2007 report gives a comprehensive history of prior termite control efforts in the City of Guelph. The report also provides detailed maps summarizing prior and current patterns of termite activity in the City. The report includes a tabular comparison of termite activity for the 1998-2001 period compared to 2007. The report is posted on the City's web site at <u>http://guelph.ca/</u> under "quick links/ termites". A letter summarizing the 2007 distribution pattern findings was sent to residents in February. A preliminary public presentation of the 2007 findings was given at a well attended Ward 2 Town Hall Meeting on January. Further public meetings are scheduled for March when the findings will be presented to area residents along with an outline of the termite control plan and schedule for the coming year.

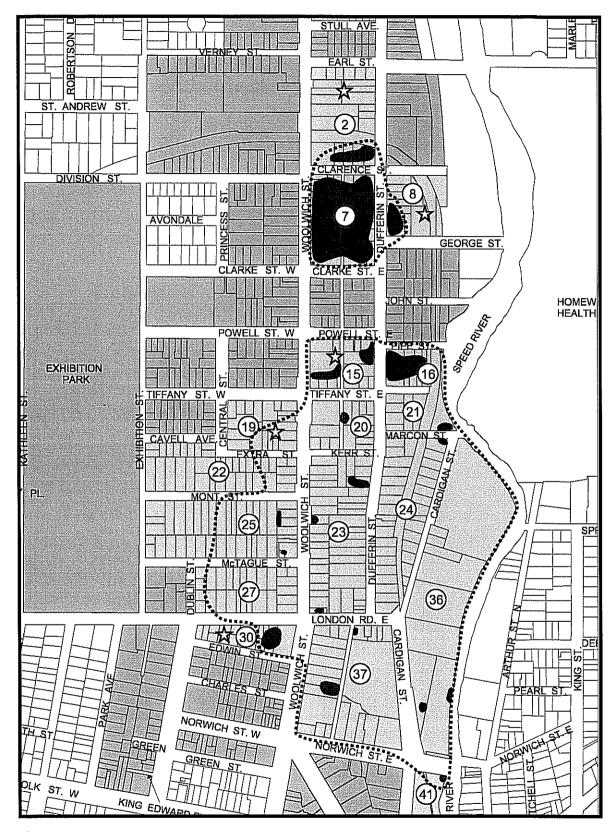


Appendix 1. Termite Management Areas

Appendix 2. Extent of Guelph's Three Termite Management Areas

Zones				Blue	Red	Red + Blue
Management Areas:	blocks	properties	blocks	properties	blocks	properties
1) Speed R Exhibition P.	17	368	21	401	38	769
2) Windermere - Inverness	L	31	4	27	5	58
3) Emma - Pine	Ļ	13	3	29	4	42
Totals	19	412	28	457	47	869

(Zones, Blocks and Properties)



Appendix 3. Areas of identified termite activity in 2007



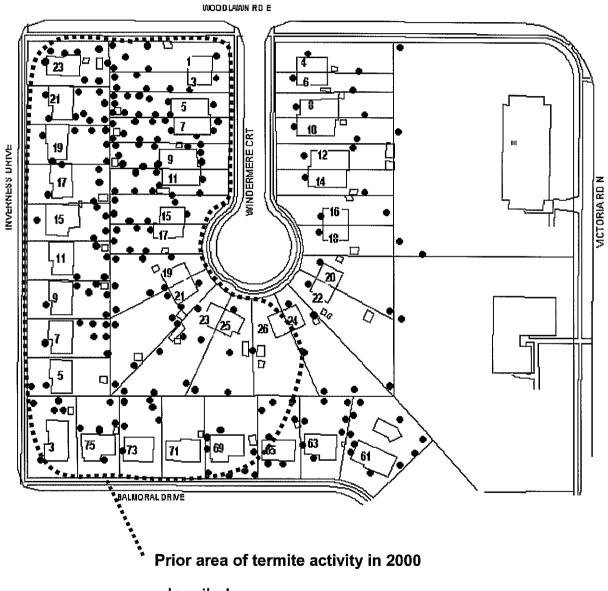
Areas of identified termite activity in 2007

New blocks not previously managed during 1999-2001 period

Red Zone sector numbers

Maximum previously recorded limit of infestation





• termite traps

뷺 • 과 • PINE DR <u>_</u> A ø ~ œ on \hat{u}_{ii} EMMA ST. • termite trap • active trap

BALSAM DR.

Appendix 5. Trap locations and observed termite activity in Sectors 47, 48, 49, & 50 in 2007

METCALFE ST.

termite activity observed in yard survey
 estimated termite foraging territory

Appendix 6. Summary of Property & Trap Autivity in Red Zone Blocks (1998-2001 vs 2007,

Seq.	Sector	Sector Name	Nun	nber of	Number of Active	Properties	ties	Inut	Jer of /	Number of Active Traps	raps	NU	mber of 1	Termites	Number of Termites Trapped*	2007
No.	%	(SE corner)	1998	1999a	2000=	2001=	20070	1999	2000	2001	2007	1999	2000	2001	2007	Status
	2	Clarence x Dufferin					4				3				Z,069	New
2	7	Clarke x Dufferin	თ	4	10	5	17	9	11	9	22	1,112	22,623	20,534	8,112	Resurg.
e	8	George x GJR					3				3				1,838	New
4	15	Tiffany x Dufferin					4				4				4,186	New
£	16	Tiffany x GJR	-	Ŧ	4	1	8	1	5	t	4	10	4,097	606	2,817	Resurg.
9	19	Extra x Woolwich					0				Q				0	New
7	20	Kerr x Dufferin	۲	-	-	0	-		2	0	0	3,100	19,227	0	0	Sup.
ω	21	Marcon x GJR	7	4	m	з	٢	9	5	в	0	5,526	25,532	9,672	0	Sup.
တ	22	Mont x Woolwich	÷	0	0	0	0	0	0	0	0	0	0	0	o	Erad.?
10	23	London x Dufferin	20	19	12	0	3	42	23	o	0	203,918	171,769	0	0	Sup.
11	24	London x Cardigan	15	12	12	-	1	37	15	۲	0	121,087	46,767	3,211	0	Sup.
12	25	McTague x Woolwich	14	4	2	1	3	6	2	ю	۲	54,380	572	4,465	1,848	Sup.
13	27	Landon x Woolwich	11	12	13	10	0	24	28	14	o	54,485	56,725	39,594	0	Erad.?
14	30	Edwin x Woolwich		1			4				0				0	New
15	36	Norwich x Speed River	10	4	4	з	2	25	21	5	o	148,856	179,156	25,059	0	Sup.
16	37	Norwich x Cardigan	11	7	6	4	3	11	18	9	0	45,985	132,158	34,886	ο	Sup.
17	41	Eramosa x Speed River	٢	1	a	0	-	-	0	0	0	4,332	0	٥	0	Sup.
18	42	Windermere + Inverness	I	1	17	2	0	1	33	4	D	ł	155,148	5,285	O	Erad.?
19	47	Emma x Pine				Naj (di Osta) Anj (di Osta)	13				7				1,333	New
To	Totals	19 Red Zone Blocks in 2007 15 with activity 7 with active traps	101	69	87	30	40 28	160	163	43	27 17	642,791	813,774	143,312	12,777 9,426	6 New 2 Resurg. 8 Sup. 3 Erad.?

-- 6 additional new blocks infested after 2001

* Inter-year trap yields are not strictly comparable because traps were installed late in the year in 2007

- properties with live termites or termite damage • properties with active traps 0 properties with live termites or active traps

COMMITTEE REPORT



Community Development and Environmental Services Committee

SERVICE AREAEnvironmental ServicesDATEMarch 7, 2008

SUBJECT Biosolids Management Master Plan Implementation and Approval of an Agreement between the City of Guelph and Lystek International Inc.

REPORT NUMBER

TO

RECOMMENDATION

THAT the Biosolids Management Master Plan Implementation Strategy, as outlined in the report of the Director of Environmental Services dated March 7, 2008, be approved;

AND THAT the Mayor and Clerk be authorized to enter into an Agreement between the City of Guelph and Lystek International Inc. to obtain a license for the Lystek technology and to purchase the associated capital equipment, subject to the satisfaction of the Director of Environmental Services and the City Solicitor."

BACKGROUND

Executive Summary:

After several years in development at the City of Guelph, the FCM funded and Guelph sponsored proprietary Lystek Advanced Biosolids Treatment Process has proven to meet the most stringent biosolids quality criteria in the industry (US EPA "Class A") while providing economic, environmental, and community benefits. This is significant in the industry as this process is not only applicable at Guelph, but across the industry, allowing municipalities an alternate option to economically raise the bar and maximize existing infrastructure. Key benefits include:

- 1. High Quality Product:
 - Achieves US EPA "Class A" quality criteria (virtually pathogen free)
- 2. Environmental Sustainability (minimizes carbon footprint):
 - Product is compatible with existing infrastructure. Up to 25% can be recycled to double digester gas
 production and maximize benefit of existing Co-Generation facility (green power), thereby offsetting
 power requirements for the treatment plant (incl. in Co-Generation cost benefit analysis).
 - High solids fluid minimizes haulage requirements (less trucks on the road) as compared to a liquid "Class B" program. Recycling further reduces haulage requirements.
 - Minimal energy/fuel input vs. drying type technologies and Nitrogen is retained
 - Land application approach minimizes soil compaction and mitigates odors.
 - In addition to the macronutrients of Nitrogen (N), Phosphorus (P) (and Potassium (K) in the case of Lystek), Biosolids include carbon and micronutrients such as Copper and Zinc also required for plant growth.

3. Community:

- Has a significant economic benefit to the community in terms of off setting costs to farmers for commercial fertilizer, valued at up to \$280 per acre due to Potassium added in processing, an \$80 per acre value added over traditional "Class B" biosolids programs.
- 4. Economic End Use Diversification Reduces Risk (sludge is produced relentlessly):
 - Significantly reduces costs associated with sole option of landfill thereby allowing investment in infrastructure with an estimated eight-year payback. Est. at >\$1M per annum.
 - Reduces power requirements/cost via enhancing Co-Generation capability (included in Co-Generation Cost Benefit Analysis).
- 5. Compatible with Existing Depth of Experience (over 30 years)
 - Is compatible with existing land application equipment for liquid "Class B" biosolids and depth of experience in Ontario i.e., new and better but integrated and familiar.

Based on the above, staged implementation is recommended. Stage 1 includes purchase and upgrade of the existing Lystek facility and construction of 3 of the 4 proposed storage tanks. Stage 2 includes update of the Biosolids Management Master Plan (2011-2012) including assessment of Lystek process optimization, need for 4th storage tank, emerging issues, and need for further diversification.

Biosolids Management Master Plan:

In the early 1990s, the City selected composting as the preferred biosolids management option to preserve costly landfill capacity and to respond to operational concerns associated with landfilling biosolids (see Appendix A – *'What Are Biosolids*). Biosolids generated at the WWTP were composted via an in-vessel composter and the composted biosolids were used for landfill cover. With the closure of the Eastview landfill in 2002, the compost infrastructure has been utilized to transfer and amend the dewatered sludge prior to disposal at Greenlane Landfill, now owned by the City of Toronto.

In 2001, in advance of closure of the Eastview Landfill, the City initiated the development of a Biosolids Management Master Plan to consider how biosolids should be managed in the future.

In 2006, after having followed the EA process, including agency correspondence and public consultation, the draft Biosolids Management Master Plan was completed and the following resolution was passed by Guelph City Council at their meeting held August 21, 2006:

> "THAT the report of the Director of Environmental Services dated July 31, 2006 entitled "Biosolids Management Master Plan" be received;

AND THAT a notice of Master Plan Completion be issued and public comments be invited for a period of 30 days;

AND THAT, public comments received be incorporated and that the recommendations of the Biosolids Management Master Plan be implemented;

AND THAT Council endorse the Wastewater Treatment Plan Biosolids Facility Upgrade as its top priority with regard to applying for the Canada-Ontario Municipal Rural Infrastructure Fund (COMRIF) Intake Three funding program;

AND THAT more detailed financial implications be provided to Council;

AND THAT the City inter link the proposed Clean Water Act Legislation, Bill 43, specifically the implications on source protection as it would apply to wastewater and the discharge into the water system."

Notice of Biosolids Management Master Plan Completion:

Following Council's approval, a notice of Master Plan Completion was issued and public comments were invited for a period of 30 days. Two comments were received and responses were provided and were also appended to the Biosolids Management Master Plan. Key strategies arising from the Biosolids Management Master Plan were: diversification via implementation of Lystek (see below) and long-term biosolids storage; and continued utilization and/or further evaluation of the existing composter for replacement or retrofitting. Many components of the 20year Master Plan are underway (e.g. waste activated sludge-thickening pilot, replacement of 2 of 4 presses, construction of first new digester).

Lystek Demonstration and FCM Funding:

In 2003, during the development of the Master Plan, in an effort to divert biosolids from landfill and to move immediately towards beneficial reuse through land application, the City of Guelph completed the first phase of a demonstration trial of the propriety Lystek process under an FCM-funded agreement. The Lystek process treats dewatered Class B biosolids and, via a combination of physical and chemical treatment processes, generates a Class A biosolids that can be permitted for land application. The Lystek product is a high quality, high solids content material that is compatible with existing handling and land application technologies which are readily available in Ontario.

In 2004, City Council approved the execution of an agreement with Lystek International Inc. (By-law (2004)-17586) to develop and install equipment necessary for, and to carry out the second phase of a pilot process demonstration at the Wastewater Treatment Plant. Under the agreement, Lystek successfully demonstrated the ability to convert dewatered biosolids to a pumpable high-solids liquid and to meet the US EPA's Class A quality criteria. The benefits not only include a high quality product for beneficial agricultural reuse but numerous handling, storage, and application advantages over a traditional Class B product.

In March of 2005, the Federation of Canadian Municipalities (FCM) approved funding under the Green Municipal Enabling Fund (GMEF) for this project, entitled 'Advanced Biosolids Treatment Process for the Production of High Solids and Low Pathogen Product for Beneficial Reutilization'. Under this funding agreement, FCM paid for a portion of the capital cost for the project (~45%). The agreement included options for the City to implement the Lystek technology on a permanent basis by paying Lystek for a negotiated portion of the remaining cost of the capital equipment (~45%).

COMRIF Funding Application:

Recognizing the critical nature of biosolids management, Council endorsed the Wastewater Treatment Plant Biosolids Facility Upgrade (biosolids storage) as its top priority with regard to applying for the Canada-Ontario Municipal Rural Infrastructure Fund (COMRIF) Intake Three funding program. Unfortunately the City's application was not successful. Council is advised of financial implications through the annual budget process.

Provincial Legislation, Including the Clean Water Act:

Through the City's involvement on the Lake Erie Region Source Protection Committee, and the GRCA Water Managers Meetings, staff continue to ensure our wastewater discharge into the Lake Erie water system and our biosolids management program continues to comply with all legislation and regulations.

REPORT

Agreement with Lystek International Inc:

In 2006 and 2007, the City of Guelph continued to work with Lystek International Inc. to expand the beneficial reuse pilot by adding interim storage capacity at the Wastewater Treatment Plant,. Implementation of storage is a requirement under the Nutrient Management Act and reduces the risk of process upset and performance failure by adding a buffer between process control and ultimate biosolids re-use/disposal.

Both in 2006 and 2007, the City of Guelph, with support from Ontario Ministry of the Environment and the agricultural community, successfully processed and land-applied Lystek treated biosolids to agricultural land in accordance with the applicable Certificates of Approval and the requirements of the Nutrient Management Act, RS.O. 2002. In order to achieve this, and in addition to infrastructure requirements, the services of a professional, licensed, land application program contractor were required. Following the City's purchasing By-law, Terratec Environmental Ltd., was the successful vendor (Contract No. 05-014) for land application of the Lystek product for the years 2008-2012.

Based on the successful demonstration of the propriety Lystek Advanced Biosolids Treatment Process, the Agreement between the City of Guelph and Lystek International Inc. includes the following components:

- 1. Purchase the capital equipment (i.e. the negotiated portion not funded by FCM \sim 45%), associated with the existing on-site Lystek treatment process at a cost of \$850,000, and to obtain the license to use the technology at no cost;
- 2. A performance hold back of 50% or \$425,000 to be released upon completion of a successful 2008 final processing and performance trial;
- 3. Complete the upgrades of the existing on-site Lystek treatment process for enhanced processing capability and redundancy at a cost of \$254,065;
- 4. License to use the Lystek process in perpetuity at no cost to the City;
- 5. Indemnification of the City for any infringement issues that may arise as a result of utilizing the Lystek process; and
- 6. An interim Letter of Credit for \$125,000 to cover any infringement issues.

Biosolids Management Master Plan:

Staff continue to work to refine the options in terms of long-term benefits and associated costs. In addition to the Lystek technology discussed above, based on experiences to date and further refinement of the Biosolids Management Master Plan recommendations, staff recommend ongoing staged implementation as follows:

- 1. Staged implementation of long-term biosolids storage as required under the Nutrient Management Act;
- 2. Continue to use the existing composter infrastructure for processing of dewatering biosolids prior to landfill, in the interim, and as required as an ongoing contingency to land application and storage;
- 3. Update the Biosolids Management Master Plan in 2010-11 to assess the need for further diversification/retrofitting of the existing composter and/or implementation of alternate diversification options.

CORPORATE STRATEGIC PLAN

- Goal 5 A community-focused, responsive and accountable government.
- Goal 6 A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS

The cost for the demonstration Lystek Process is \$1,104,065 for the existing demonstration unit and upgrades. The capital cost for the Lystek Process is in the approved capital account WS0035 (funding summary attached as Appendix B). It is anticipated that the payback for the combined capital outlay for Lystek and long-term storage (as required by the Nutrient Management Act and as approved in the 2009 capital budget) will be approximately eight years based on the current cost of landfill disposal (see Appendix C).

DEPARTMENTAL CONSULTATION

Corporate Services Department – Legal Services and Corporate Property Divisions Environmental Services Department – Waterworks Division Finance Department

COMMUNICATIONS

The Draft Biosolids Management Master Plan was available for review from October 6th, 2006 till Nov 6th, 2006 at the following locations:

- Library, Main Branch, 100 Norfolk Street, Monday to Friday 10:00 a.m. to 9: 00 p.m., Saturdays 9: 00 a.m. to 5: 00 pm and Sundays 1:00 p.m. to 5:00 p.m.
- City of Guelph, Environmental Services Department, Wastewater Services Division, 530 Wellington Street West from 8.30 a.m. to 4.30 p.m.
- City Clerk's office, City Hall, 59 Carden Street, Guelph, ON N1H 3A1, Monday to Friday 8:30 a.m. to 4.30 p.m.
- Website www.guelph.ca

ATTACHMENTS

- Appendix "A" "What Are Biosolids?"
- Appendix "B" Funding Summary
- Appendix "C" Revised Cost Benefit Analysis and Capital Payback Graph
- Appendix "D" Conceptual/Plan View of Proposed Biosolids Storage Facility
- Appendix "E" Ontario Ministry of Agriculture and Food/Ministry of the Environment joint publication "Sewage Biosolids - Managing Urban Nutrients Responsibly for Crop Production"

Prepared By: ' Cameron Walsh Manager of Wastewater Services

Recommended By: Bill Stewart Acting Director of Finance

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

APPENDIX "A"

What Are Biosolids?

Sewage biosolids are generated as a result of removal of settleable, floating, and soluble organics and nutrients from the municipal wastewater stream via the wastewater treatment plant (WWTP) processes. The process of removal of solids and the biological conversion of soluble organics is completed in a matter of hours at the WWTP and results in a highly purified and disinfected effluent which is discharged to the Speed River. Conversely, the solids which are removed are further processed and stabilized over a period of weeks. Failure of the solids handling processes and/or the inability to utilize or dispose of the treated biosolids would result in the failure of the treatment process (i.e. the effluent will become sludge laden). Therefore, a diversified and robust biosolids management program is critical for the continued effective operation and performance of the WWTP, in compliance with Provincial legislation, regulations and the Certificate of Approval (C. of A.) issued by the Province.

Stabilization processes at the Guelph WWTP include anaerobic digestion, a biosolids composter, and the proprietary Lystek process. Anaerobic digestion produces a liquid "Class B" biosolids with a relatively low solids concentration (more water to handle/haul). The existing composter and proprietary Lystek process take dewatered digested sludge and further process it to produce a higher solids "Class A" biosolids (i.e. less water to handle/haul).

Class "B" biosolids have reduced levels of pathogens and must be managed in accordance with applicable standards (i.e. set back distances from water courses, etc.). Class "A", as defined by the US EPA (United States Environmental Protection Agency), are considered virtually pathogen free, enjoy unrestricted use (e.g. sold as fertilizers). In Canada, no such distinction is made and all biosolids products are currently managed similar to Class "B" biosolids under the Ontario Ministry of Agriculture and Food/Ministry of the Environment jointly administered Nutriment Management Act R.S.O. 2002. Of note, Class "B" beneficial biosolids reuse programs have been utilized by municipalities in North America for more than 30 years (Provincial flyer attached).

Report to Community Development and Environmental Services Committee APPENDIX "B"

Budget and Financing Schedule

VVS0036	Lystek	Ryan Hagey	February 19, 2008
JDE Project number.	Project name:	Prepared by:	Date:

 \Box 0000 0 0 -Delyt Internal Financing 544,045 315,304 534,426 O 4,825,500 432,125 4,825.900 Receives 4,825,900 City 92 poo 92,000 8 238 29 435 25 075 29 252 92,000 Revenues 0 Current Developer/ 0 0000 0 Other External Financing 2,371,498 2,020,176 2,356,724 \circ 7,412,100 7,412,100 663,702 7,412,100 Charges Devi 0 0 0000 0 0 Subsidy 3,944,978 3,360,666 3,920,402 12,330,000 0 12.330,000 12,330,000 1.104,065 1.104.065 12,330,000 Total Cost plus: Expenditures to Date - WSD035 plus: Committed Work on Exisiting POs & Contracts - WS0035 plus: Future Work - WS0035 A. Budget Approval & Additional Funding WS0035 WWTP Biosolids Facilty Upgrades Tender Price: Lystek (excluding GST) **TOTAL BUDGET REQUIREMENT B. Budget Requirement** C. Surphis / (Deficit) Budget Approval City Share

4,825,900

<u>92.000</u>

0

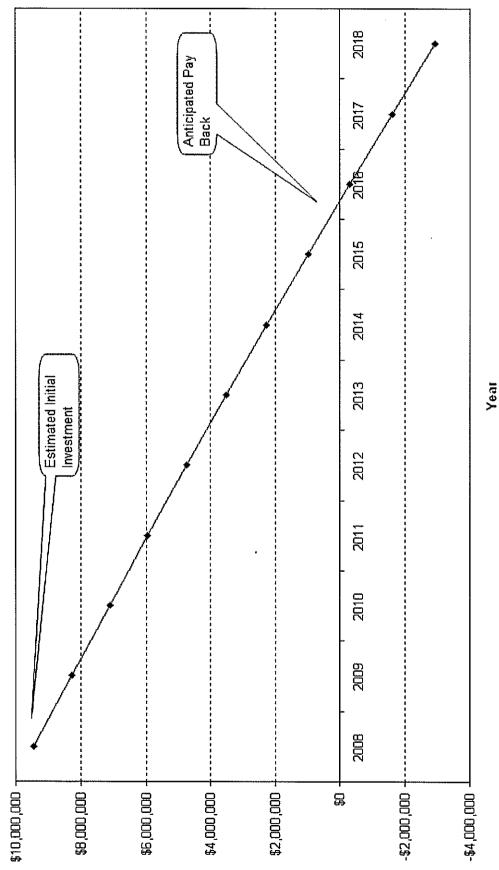
7,412,100

0

D. Revised project budget

Report to Community Development and Environmental Services Committee **APPENDIX "C"**

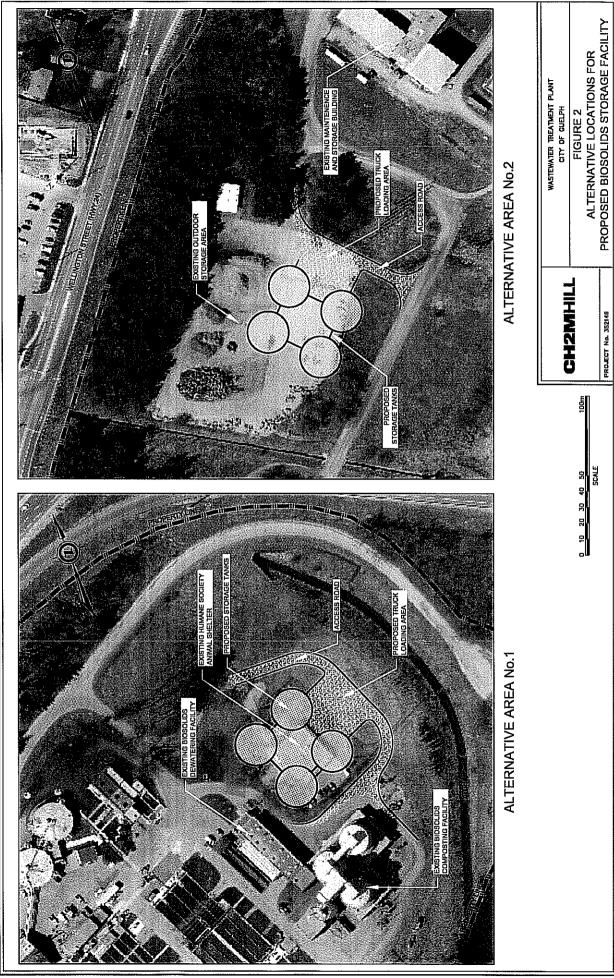




-+-- Pay Back



APPENDIX "D"

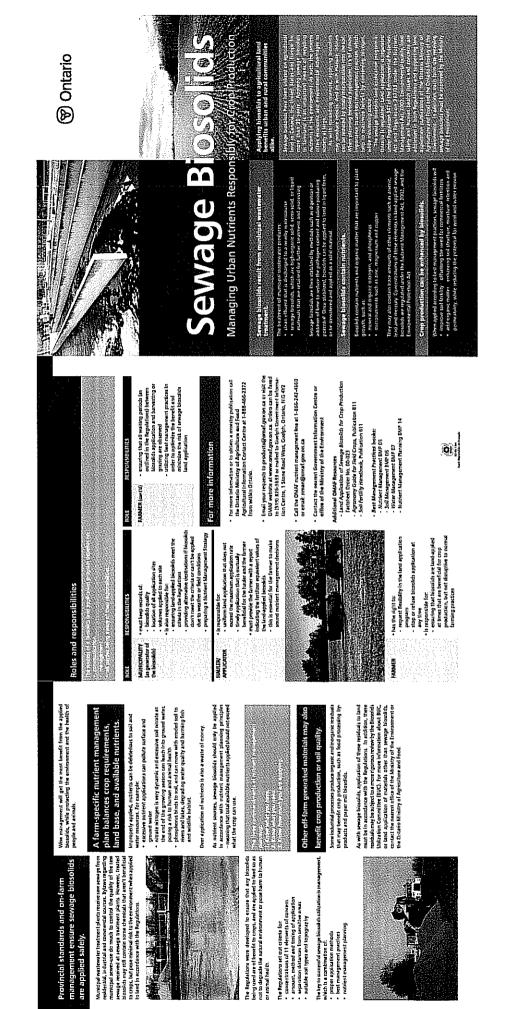


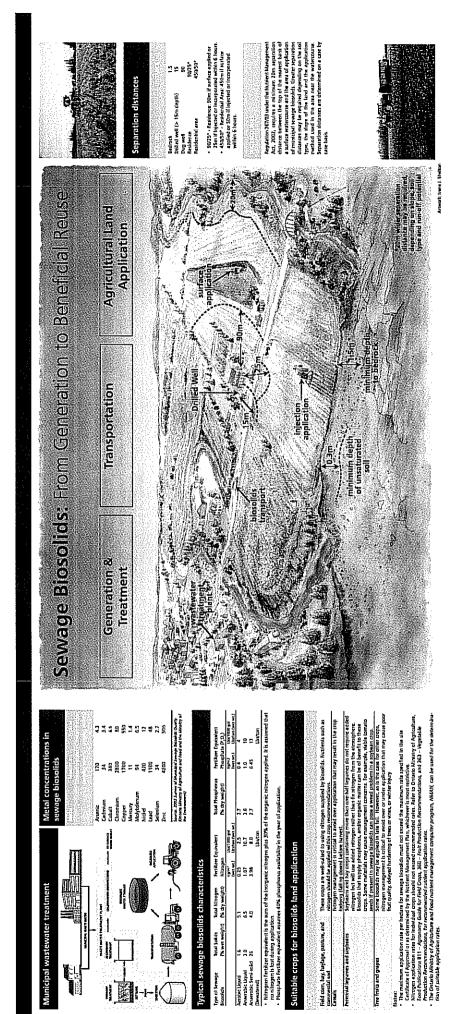
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Report to Community Development and Environmental Services Committee

APPENDIX "E"

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COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	March 7, 2008
SUBJECT	Restrictive Covenants for Clotheslines
REPORT NUMBER	08-27

RECOMMENDATION

"THAT staff be directed to add the following as a condition of all future Draft Plan of Subdivision approvals within the City of Guelph.

That the developer agrees to eliminate the use of any covenants that would restrict the use of clotheslines; and

That prior to the registration of all or any portion of the plan, the developer's lawyer shall certify to the Director of Community Design and Development Services that there are no restrictive covenants which restrict the use of clotheslines"

BACKGROUND

At a meeting of the Planning, Environment and Transportation Committee held June 5, 2006 the following resolution was passed:

"THAT staff report back to the Planning, Environment & Transportation Committee on policy guidelines with regard to restrictive covenants, especially with regard to energy efficient initiatives/conservation;

AND THAT staff provide a sample list of the types of covenants that are used."

REPORT

Restrictive covenants run with the title of the land and are legal and enforceable. In some cases, developers impose a number of restrictive covenants (Attachment 1) on all lots within a plan of subdivision.

Restrictive covenants are often enforced by the developer, land owners within a subdivision or neighbourhood group but not by the City nor is the City a party to such restrictive covenants. The City of Guelph Zoning By-law does not restrict the use of clotheslines; rather, it is the developer who imposes restrictive covenants that restrict or limit the use of clotheslines. In come cases the restrictive covenants may conflict with the policies, vision or mission of a City.

The City of Guelph Official Plan, Section 3.8 outlines energy conservation and climate change protection objectives including a reduction in greenhouse gas emissions in order to minimize Guelph's contribution to climate change impacts. Further, City Council unanimously endorsed the vision, goals and general directions of the Community Energy Plan (CEP). As recommended in the CEP staff are undertaking a review the Development Approval Process investigating where opportunities exist for energy conservation. Staff acknowledge the inclusion of an additional condition of Draft Plan of Subdivision related to clotheslines as an opportunity to promote energy efficiency and conservation and as additional opportunities arise staff will bring them forward for Council's consideration.

Amendments to the Planning Act through Bill 51 have provided municipalities with new design tools. Under Section 51 (Plans of Subdivision) of the amended Planning Act the City may now impose conditions related to energy efficiency and conservation through the Development Approval Process for subdivision approval so long as the conditions are supported by Official Plan policy, are reasonable and are relevant to the subdivision. The proposed condition of Draft Plan of Subdivision Approval related to the prohibition of covenants restricting clotheslines is to be included within the Subdivision Agreement and signed prior to registration. This approach is consistent with existing process regarding the inclusion of conditions of Draft Plan of Subdivision approval.

A new condition of Draft Plan of Subdivision Approval is recommended requiring that the developer agree to eliminate the use of any covenant that would restrict the use of clotheslines and that the developer's lawyer certify to the Director of Community Design and Development Services prior to the registration of all or any portion of the plan that there are no restrictive covenants which restrict the use of clotheslines

It should also be noted, that the Ministry of Environment is also currently considering developing a regulation that would support the use of clotheslines. It is proposed that the regulation would be made under the Energy Conservation Leadership Act and would override restriction in law including restrictive covenants and agreements which ban the use of outdoor clotheslines. The Ministry has not provided a timeframe for the development or implementation of the proposed regulation.

The course of action outlined in this report is not retroactive; it is recommended to be applied to any new approval of a draft plan of subdivision.

CORPORATE STRATEGIC PLAN

The proposed recommendation will assist the City to be a leader in conservation, resource protection and enhancement, and has the following links to the Corporate Strategic Plan:

6.2 Less total greenhouse gas emissions for the City as a whole compared to the global average.

6.5 Less energy and water per capita use than any comparable Canadian city.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

2.

Legal Services was consulted.

COMMUNICATIONS

Staff have reviewed the proposed recommendation with the Guelph Development Association (GDA). The GDA is in general agreement to remove any covenants that would restrict the use of clotheslines in future.

ATTACHMENTS

Attachment 1: Examples of Restrictive Covenants

Prepared By: Carrie Musselman Environmental Planner (519) 837-5616 x 2356 carrie.musselman@guelph.ca

Recommended By: R. Scott Hannah Manager of Development and Park Planning (519) 837-5616 x 2359 scott.hannah@guelph

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

P:\Planning&DevelopmentServices\Planning\CD&ES REPORTS\2008\Restrictive Covenants on Clotheslines (08-27-Mar08).doc

Attachment 1: Examples of Restrictive Covenants

- That no clothesline (other than one umbrella type clothes drying stand per parcel of land or lot provided the same is less than 2.5 meters in diameter when open) shall be placed or erected on any part of the Lands nor any structure(s) thereon. No air conditioning equipment nor heat pump nor similar equipment and machinery shall be placed or erected where it can be seen from any street and same shall be situated to the extent reasonably possible so as to minimize the noise effect of same on occupants of other homes on the Lands.
- Not to remove any trees from any Lot(s) or Block(s) other than for the purpose of a dwelling foundation and driveway without the prior written consent of The Corporation of the City of Guelph
- That no article, chattel or other item (including snowmobile, camper, trailer) nor vehicle or vehicles of any kind shall be continually parked or stored on any part of the Lands other than as set out herein unless same is permanently stored within a garage suitable for automobile storage on which the doors of same are kept closed other than as needed for ingress and egress. The foregoing does not prevent parking of currently licensed passenger automobile(s) in road worthy condition with such insurance as is required to permit use on the highways of Ontario provided same is routinely (i.e. at least once a week) driven off the Lands. References to a passenger automobile shall include automobiles, mini-vans, sport utility vehicles and pick up trucks used for personal transportation. No commercial vehicles, trucks or tractor trailer cabs are permitted anywhere on the Lands except as is strictly required to permit the delivery or pickup of any article or articles that are being delivered to or from a home on the Lands unless same are kept within the confines of a closed garage.
- Shall not place or erect any clotheslines on any part of the Lands nor any structure(s) thereon. No air conditioning equipment nor heat pump nor similar equipment and machinery shall be placed or erected where it can be seen from any street and same shall be situated to the extent reasonably possible so as to minimize the noise effect of same on occupants of other homes on the Lands.
- Shall keep the sidewalk in front of the lot owned by such owner free of ice and snow and shall keep the grass on the boulevard in front of such lot cut so as to not exceed the usual length of grass for lawns within the subdivision of which the lot forms a part.
- The roof water shall be discharged onto the surface of the ground and not be connected to the storm sewers without the approval of the City of Guelph.
- Will not erect outdoor television antenna, signal transmission or signal reception devise, satellite dishes larger than two (2) feet in diameter or other antenna on the property or the house to be erected thereon.

Page 4 of 4

CITY OF GUELPH COUNCIL REPORT

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services March 7, 2008
SUBJECT	Alternative Financial Arrangements for Colonel John McCrae Memorial Branch (N0. 234) Royal Canadian Legion, 895-919 York Road, Guelph Ontario
REPORT NUMBER	08-28

RECOMMENDATION

"THAT City Council approve the request from The Royal Canadian Legion - Colonel John McCrae Memorial Branch 234 located at 895-919 York Road and legally described as Part of Lots 4 and 5, Concession 2, Division "C" (formerly Guelph Township) designated as Parts 1, 2, 3, 4 and 5, Reference Plan 61R-7636, to defer the Legion's share of the assessment costs of road and services construction valued at \$191,825.00 that apply to the severed parcel over a fifteen (15) year period with payments of \$12,789.00 annually until the full amount is paid in order to help facilitate the sale of the Legion lands;

AND THAT Council authorize staff to execute a new or amended site plan agreement incorporating the proposed payment arrangement."

BACKGROUND

The lands known as 895-919 York Road are currently owned by The Royal Canadian Legion. In 1996, the Legion made application for amendments to the City's Official Plan and Zoning By-law to change the land use designation of the northerly portion of the site (containing the current Legion Building and parking area) from "Industrial" to "Service Commercial". The application also included a request for a specialized industrial zoning on the southerly part of the site (currently vacant) to allow the future use of the lands by a club complex and conference centre. The intent of the application was to allow the Legion to sell the commercially zoned lands (Part 2, severed parcel) and use the proceeds to finance the construction of a smaller Legion facility on the land zoned specialized industrial (Part 1, retained parcel).

At the time, the Legion also requested Council to authorize the following payment arrangements pertaining to the retained portion: (a) deferral of the payment of development charges until 2047; and (b) the non-payment of the cost of \$104,595, for infrastructure work along the Watson Parkway frontage, unless the parcel is to be used for a purpose other than that of Legion facility, or if there is a change in the ownership of the parcel. Council approved the application on April 23, 1997, subject to conditions, including the payment arrangements as requested by the Legion. With respect to the severed parcel, the Legion at that time, agreed to pay the frontage costs of infrastructure work along Watson Parkway and York Road at the time of severance or building permit. These conditions are incorporated in the site plan control agreement that is registered on title as Instrument Number 801118 and remains in force.

REPORT

In January 2008, an application was made to the Committee of Adjustment for consent for severance of the parcel containing the current Legion building and parking area Part 2, with frontages along York Road and Watson Parkway South, while retaining Part 1, with a frontage along Watson Parkway South (see Attachment 4). At that time, the Legion requested that the financial payment of \$191,825.00 applicable to the severed parcel be deferred over a fifteen year payback period.

Engineering Services and Development and Parks Planning recommended approval of the application, subject to conditions that are included in the Minutes and Decision of the Committee of Adjustment (see Attachments 2 and 3). The condition relating to financial arrangements states:

"That a new or amended site plan agreement be executed and registered on title, containing any modified financial arrangements for the payment of City services as may be supported by City Council, to the satisfaction of the Director of Community Design and Development Services and the City Solicitor, prior to the endorsation of the deed."

The Legion's request for alternative financial arrangements are detailed in Attachments 1 and 3 of this report. Staff are requesting Council to consider the Legion's request (see Attachment 1) to defer the payment of the cost of infrastructure work along the frontages on York Road and Watson Parkway, applicable to the severed parcel subject to an annual payment \$12,789.00 over fifteen years for the total amount of \$191,825.00. Normally conditions wouldn't be required on the retained parcel for full payment prior to release of the site plan. As indicated in the Legion's letter, the payment deferral will enable the Legion to proceed with the sale of the severed parcel.

In the event Council approves this request, a new agreement will be entered between the City and the Legion. The proposed new agreement will incorporate the conditions of the existing agreement and will be registered on title of Parcel 2.

The proposed financial arrangement will not apply to the payment of development charges by the developer for the severed parcel, or the payment of costs for works within the road right-of-way that may be needed for providing access and service connections to either of the two parcels at the time of their developments.

CORPORATE STRATEGIC PLAN

Supports Strategic Plan Goal 1:

An attractive, well-functioning and sustainable city

1.1 A distinct community identity with leading edge, city-wide urban design policies

FINANCIAL IMPLICATIONS

The City is not currently anticipating any road or service improvements and therefore there are no significant financial implications in allowing the payment of \$191,825.00 to be deferred over 15 years. The payment is based on capital costs only and does not include any interest component.

DEPARTMENTAL CONSULTATION

Planning, Engineering and the CAO's office have been consulted in regard to the recommendation to authorize payment deferral as proposed.

COMMUNICATIONS

N/A

ATTACHMENTS

- Attachment 1 The Royal Canadian Legion Letter
- Attachment 2 Committee of Adjustment Minutes, dated January 22, 2008
- Attachment 3 Committee of Adjustment Decision, dated January 25, 2008
- Attachment 4 Proposed Severance Plan

Prépared By: Julius J. Bodai, C.E.T. Engineering Technologist II (519) 837-5604, ext. 2332 julius.bodai@guelph.ca

Recommended By: Richard Henry, P.Eng. City Engineer (519) 837-5604, ext. 2248 richard.henry@guelph.ca

T:\ENGINEER\Engineering Council\2008

Endorsed By: ' Scott Hannah Manager of Development & Parks Planning (519) 837-5616, ext. 2359 scott.hannah@guelph.ca

Becommended By: James N. Riddell Director of Community Design and Development Services (519) 837-5616, Ext. 2361 jim.riddell@guelph.ca

Attachment 1

Application:	B-2/08
Applicant:	Colonel John McCrae Memorial Branch 234 Royal Canadian Legion
Agent:	Eric Smart
Location:	919 York Road
In Attendance:	Bill Matthews, President, Royal Canadian Legion Eric Smart

Chair R. Funnell questioned if the sign had been posted in accordance with Planning Act requirements.

Mr. Smart replied the notice sign was posted and comments were received from staff. He explained they have an offer to purchase for the property containing the original Legion building and have submitted an application for severance to allow for the sale of the existing building and the eventual construction of a new smaller building fronting onto Watson Parkway. He explained the purchaser has until the end of March to waive their conditions and following that the Legion has 90 days to waive their conditions. He noted that part of the offer allows the Legion 9 months to construct a new building. He noted there is an existing site plan control agreement registered on title and the proposed purchaser has concerns who the owner is deemed to be in the agreement. He noted the Legion owes the municipality monies related to the development of the original building and the proposed owner does not want to be responsible for payment of these costs. He noted they are prepared to approach City Council to request deferral of the payments owing to the municipality in the amount of \$191,825.00. He noted the cost for the sale of the existing building will finance a smaller 13,570 square foot building which will support the Legion operations.

Committee member J. Scott noted the memo received from Planning staff recommends the Committee consider one recommendation with consideration of the application which will allow the Legion to meet with City Council and a new site plan control agreement authored, if necessary.

Planner G. Austin noted the recommendations from Engineering Services are not necessary as the conditions form part of an existing site plan control agreement registered on title.

Having had regard to the matters that are to be had regard to under Section 51(24) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended, and having considered whether a plan of subdivision of the land in accordance with Section

51 of the said Act is necessary for the proper and orderly development of the land,

Moved by L. McNair and seconded by J. Andrews,

"THAT in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, consent for severance of Part of Lot, Concession 2, Division 'C', known as 919 York Road, a parcel with a frontage along York Road of 144.53 metres (474.18 feet) and a depth along Watson Parkway, South of 167.95 metres (551.02 feet), be approved, subject to the following conditions:

- That a new or amended site plan agreement be executed and registered on title, containing any modified financial arrangements for the payment of City services as may be supported by City Council, to the satisfaction of the Director of Community Design and Development Services and the City Solicitor, prior to the endorsation of the deed.
- 2. That prior to issuance of a building permit, the applicant makes arrangements for provision of hydro servicing to the severed parcel, satisfactory to the Technical Services Department of Guelph Hydro Electric Systems Inc.
- 3. That prior to issuance of a building permit, the applicant submits a site plan showing the driveway location maintaining a minimum clearance of 1.5 metres from existing hydro poles, satisfactory to the Technical Services Department of Guelph Hydro Electric Systems Inc. If this clearance is not provided, relocation of an existing hydro pole will be at the owner's expense.
- 4. That the documents in triplicate with original signatures to finalize and register the transaction be presented to the Secretary-Treasurer of the Committee of Adjustment along with the administration fee required for endorsement, prior to January 25, 2009.
- 5. That all required fees and charges in respect of the registration of all documents required in respect of this approval and administration fee be paid, prior to the endorsement of the deed.
- 6. That the Secretary-Treasurer of the Committee of Adjustment be provided with a written undertaking from the applicant's solicitor, prior to endorsement of the deed, that he/she will provide a copy of the registered deed/instrument as registered in the Land Registry Office within two years of issuance of the consent certificate, or prior to the issuance of a building permit (if applicable), whichever occurs first.
- 7. That a Reference Plan be prepared, deposited and filed with the Secretary-Treasurer which shall indicate the boundaries of the severed parcel, any

easements/rights-of-way and building locations. The submission must also include a digital copy of the draft Reference Plan (version ACAD 2000 – 2002) which can be forwarded by email (cofa@guelph.ca) or supplied on a compact disk."

Carried.

Application:	B-3/08, B-4/08, A-6/08 and A-7/08
Applicant:	Industrial Equities Guelph Corporation
Agent:	Leslie Marlow
Location:	995 Southgate Drive and 348 Crawley Road
In Attendance:	Leslie Marlow Ian Rawlings John Stirling Gary Fraser Stephen Wall Gary Fraser

Chair R. Funnell questioned if the sign had been posted in accordance with Planning Act requirements.

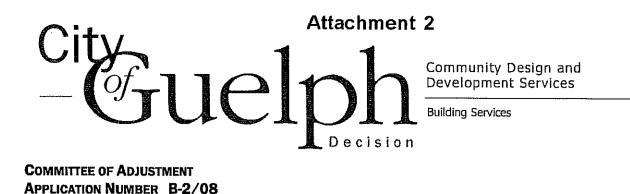
Leslie Marlow replied the signs were posted and revised comments were received from staff. He noted they agree with the conditions recommended by staff.

John Stirling noted he represents Courneys Alberta Ltd., the owners of 950 Southgate Drive. He noted there a distribution centre for TDL Group is located on the property with a total of up to 300 employees and plans are currently being discussed for an expansion of up to 100,000 square feet. He noted their concerns related to traffic generation and agreements in place for long term improvements for the Hanlon Parkway. He noted they would like the opportunity to discuss their concerns with the applicant and requested the decision of the Committee not be sent for a minimum of 7 days to allow for further discussions to occur.

Mr. Marlow noted they have no objection to the request.

Jim Mairs confirmed the Economic Development Department has been working in excess of 1 year with a client who would like to develop this site for a new Canadian distribution centre. He noted they would like to work with TDL and the applicant to address their concerns.

Application Number B-3/08



The Committee, having had regard to the matters that are to be had regard to under Section 51(17) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, and having considered whether a plan of subdivision of the land in accordance with Section 51 of the said Act is necessary for the property and orderly development of the land, passed the following resolution:

"THAT in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, consent for severance of Part of Lot, Concession 2, Division 'C', known as 919 York Road, a parcel with a frontage along York Road of 144.53 metres (474.18 feet) and a depth along Watson Parkway, South of 167.95 metres (551.02 feet), be approved, subject to the following conditions:

- That a new or amended site plan agreement be executed and registered on title, containing any modified financial arrangements for the payment of City services as may be supported by City Council, to the satisfaction of the Director of Community Design and Development Services and the City Solicitor, prior to the endorsation of the deed.
- 2. That prior to issuance of a building permit, the applicant makes arrangements for provision of hydro servicing to the severed parcel, satisfactory to the Technical Services Department of Guelph Hydro Electric Systems Inc.
- 3. That prior to issuance of a building permit, the applicant submits a site plan showing the driveway location maintaining a minimum clearance of 1.5 metres from existing hydro poles, satisfactory to the Technical Services Department of Guelph Hydro Electric Systems Inc. If this clearance is not provided, relocation of an existing hydro pole will be at the owner's expense.
- 4. That the documents in triplicate with original signatures to finalize and register the transaction be presented to the Secretary-Treasurer of the Committee of Adjustment along with the administration fee required for endorsement, prior to January 25, 2009.
- 5. That all required fees and charges in respect of the registration of all documents required in respect of this approval and administration fee be paid, prior to the endorsement of the deed.
- 6. That the Secretary-Treasurer of the Committee of Adjustment be provided with a written undertaking from the applicant's solicitor, prior to endorsement of the deed, that he/she will provide a copy of the registered deed/instrument as registered in the Land Registry Office within two years of issuance of the consent certificate, or prior to the issuance of a building permit (if applicable), whichever occurs first.



7. That a Reference Plan be prepared, deposited and filed with the Secretary-Treasurer which shall indicate the boundaries of the severed parcel, any easements/rights-of-way and building locations. The submission must also include a digital copy of the draft Reference Plan (version ACAD 2000 - 2002) which can be forwarded by email (cofa@guelph.ca) or supplied on a compact disk."

Members of Committee	DR Q	1	
Concurring in this Decision	All		

The last day on which a Notice of Appeal to the Ontario Municipal Board may be filed is February 14, 2008.

I, Kim Fairfull, Secretary-Treasurer, hereby certify this to be a true copy of the decision of the Guelph Committee of Adjustment and this decision was concurred by a majority of the members who heard this application at a meeting held on <u>January 22, 2008</u> .		
Dated: January 25	5, 2008 Signed: Time Tauful	20
Mailing Address:	City Hall, 59 Carden Street, Guelph ON N1H 3A1	Web Site: guelph.ca

nd Floor, Guelph ON, Tel: (519) 837-5615, Fax: (519) 822-4632, Email: cofa@quelph.ca

Attachment 3



The Royal Canadian Legion

Colonel John McCrae Memorial Branch 234 919 York Road Guelph, On. N1E 6Y9

tel: 519-822-1565 fax: 519-822-1567 email: rcl234@on.aibn.com

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

Mr. R. Scott Hannah Manager of Development and Parks Planning City Hall, 59 Carden Street Guelph Ontario, N1H 3A1

JAN 28 2008

24-Jan-08

Subject: Site Plan Control Agreement

Dear Mr. Hannah;

We respectfully request consideration of the following changes. These changes would facilitate the completion of the sale of Part 2 of the Legion property. There are two concerns for which we seek solutions. Both concerns relate to the payment of assessments registered on title for the Legions share of the costs of road and services construction valued at \$191,825 that apply to Part 2.

- A conditional offer under consideration would allow the Legion to downsize without borrowing if the above assessment were not required to be paid immediately. We suggest that we pay \$12,789 annually until the full amount is paid. It would be an appropriate condition that should the ownership of the property change that the remaining amount owing would be payable.
- 2. The buyer is concerned that they may have to pay these obligations relevant to Part 2. With an agreement with the owners of Part 1 to pay the assessments against Part 2 the title could be cleared to the satisfaction of the buyer.

We trust that you will give this thoughtful consideration.

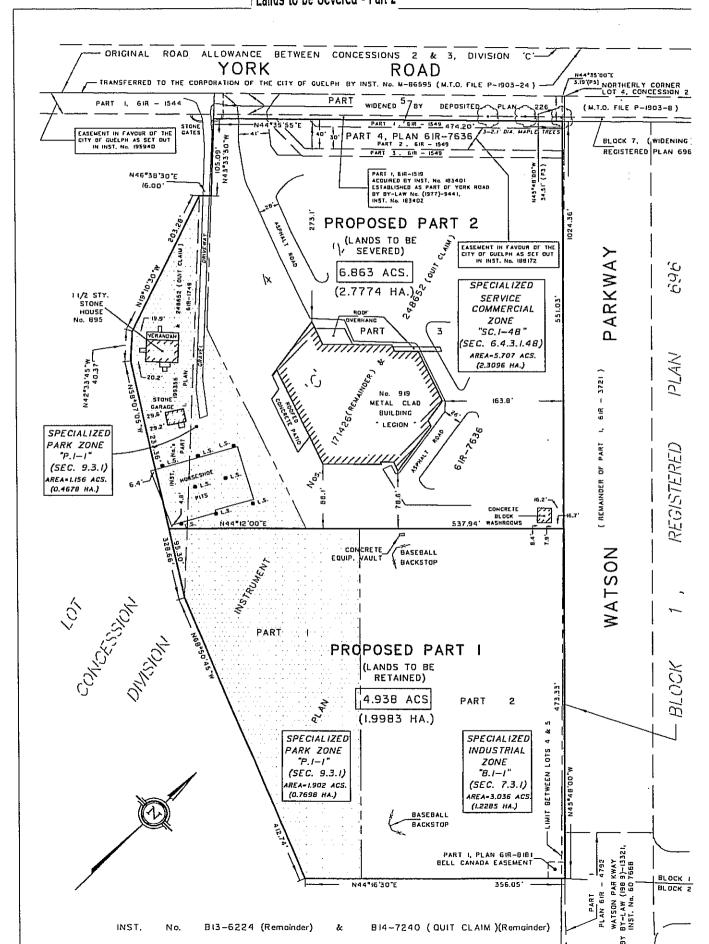
Yours truly,

mat

Eric Smart Chair, Property Development Committee

Attachment 4

Flan Indicating Lands to be Retained - Part 1 Lands to be Severed - Part 2



The Corporation of the City of Guelph Community Development & Environmental Services Committee

Friday, March 7, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, March 7, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Billings, Piper, Salisbury (Acting Chair) and Mayor Farbridge

Also Present: Councillors Bell, Hofland, Wettstein

Absent: Councillor Burcher

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Mr. G. Keyworth, Transportation Planner; Mr. C. Walsh, Manager of Wastewater Services; Ms. S. Smith, Associate Solicitor; Mr. B. Poole, Chief Building Official; Mr. D. Belanger, Water Supply Program Manager; Dr. T. Myles, Termite Control Officer; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper

Seconded by Councillor Billings

THAT the minutes of the Community Development and Environmental Services Committee meeting held on February 8, 2008 be confirmed as recorded and without being read.

Carried

2. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT the Alternative Financial Arrangements Item on the agenda be the first item addressed on the agenda.

Carried

Alternative Financial Arrangements for Colonel John McCrae Memorial Branch (No. 234) Royal Canadian Legion, 895-919 York Road, Guelph, Ontario

Mr. Eric Smart, on behalf of the Legion was present to clarify some of the conditions of the Purchase of Sale and stated that due to certain conditions, this matter must be dealt with in a timely manner.

3. Moved by Councillor Piper

	Seconded by Councillor Billings	
March 7, 2008	Community Development & Environmental Services Committee	Page 2

REPORT THAT City Council approve the request from The Royal Canadian Legion – Colonel John McCrae Memorial Branch 234 located at 895-919 York Road and legally described as Part of Lots 4 and 5, Concession 2, Division "C" (formerly Guelph Township) designated as Parts 1, 2, 3, 4 and 5, Reference Plan 61R7636, to defer the Legion's share of the assessment costs of road and services construction valued at \$191,825.00 that apply to the severed parcel over a fifteen (15) year period with payments of \$12,789.00 annually until the full amount is paid in order to help facilitate the sale of the Legion lands;

> AND THAT Council authorize staff to execute a new or amended site plan agreement incorporating the proposed payment arrangement.

> > Carried

Hanlon Environmental Assessment

Ms. Joan Agosta was present to express some concerns that the issues of air quality, the lack of inter-regional planning and the risk to our water resources are not being sufficiently addressed.

Mr. David Graham stated that he would rather see improvements made to alternative modes of transportation rather than any upgrades to the Hanlon. He believes that people would prefer money to be spent on improving transit and rail service.

Mr. Chaloner was present to represent his wife, Norah Chaloner. He addressed the issue of the increase of health impacts from increased truck emissions and concerns with respect to placing a major well so close to the Hanlon.

Mr. Carl Keller was present to represent the Kortright Hills Community Association. He identified various sections of the Hanlon Expressway Environmental Assessment Staff Report #08-29 that they would like to see addressed. He advised the residents would like to see:

- traffic statistics to compare the number of trucks and vehicles on Gordon Street versus similar traffic numbers on the Hanlon
- the MTO Environmental Assessments from Maltby Road to the 401 to Highway 6 in Morriston combined with the Hanlon from the Speed River to Speedvale Avenue
- consideration given to North-South access along Wellington Road 32 to the Laird Road Interchange
- the MTO to conduct actual real time noise testing
- air quality testing conducted under existing conditions on the Hanlon
- a traffic count of the regional traffic using Downey Road to be

included in the MTO "driver travel survey"

March 7, 2008 Community Development & Environmental Page 3 Services Committee

- the MTO workshop be open to al participants who wish to attend
- analysis of how the projected increase will impact the residents of Kortright Hills.

Mr. Rajan Philips, provided a brief history of the MTO's proposal for the Hanlon, the current status of the Environmental Assessment, the issues, and the next steps of the process. He stated that although the Environmental Assessments have been done in parts, the MTO integrates them all. He advised staff are trying to address the access and volume issues at Kortright Road. He advised City staff will be presenting their findings at the workshops. He stated that the MTO will be conducting facilitated workshops and a three-step approach is being recommended. The first workshop will be to define the purpose and design and identify the issues. The second workshop will have participants identify their issues and provide alternatives and then assess the alternatives. This will have limited participation but staff are trying to include stakeholders and citizens who have provided input already and the third workshop will be a public workshop. He advised that Council should be present as observers but not considered participants because they will have to bring forward a decision at a later date.

He believes the sequence the MTO will be following to complete the upgrades will be Laird Road first then the next three intersections of College Avenue, Stone Road and Kortright Road will be a high priority for the MTO and will be addressed soon thereafter. He believes it is unlikely the MTO will move ahead on the plan without support from the City.

He advised that the MTO timing cannot be confirmed until the Environmental Assessment is approved. The Laird intersection can be done now due to an existing cost-sharing agreement.

Councillor Salisbury had to leave the meeting.

Councillor Billings assumed the chair.

Mr. Whiteley was present to state that he believes the current goals and objectives for highway and road design are based on false premises and the projections are unsustainable. He believes Council should arrange an immediate meeting with Guelph staff and Council, MTO staff and Minister Bradley to establish a way that highway improvements are undertaken at a modest and affordable cost that meet both the real needs of Ontario for intercity highway travel and Guelph's needs for a connected sustainable city. He believes this needs to be adopted before the workshop, not after.

March 7, 2008	Councillor Salisbury resumed the Chair. Community Development & Environmental Services Committee	Page 4
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the Community Design and Development Services Re 29, entitled "Hanlon Expressway Environmental Assessment March 7, 2008, be received. 	•

Carried

Canadian Youth Report on the UN Climate Conference In Bali

Ms. Jennifer McDowell and Mr. Adam Scott were present to provide information with respect to the conference. They outlined the objectives of the Bali conference which were to set clear timelines and find clearly defined solutions. They reviewed the events at the conference and then advised what they believe would be next steps for Guelph. They recommended that Guelph celebrate their successes and communicate them to the City.

Mr. Scott advised that they are members of the Canadian Youth Climate Coalition and continue to work on issues throughout the year.

5. Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the Canadian Youth Presentation on the UN Climate Conference in Bali be received.

Carried

Termite Control Program – Executive Summary

Dr. Tim Myles was present to advise they are having public meetings with the residents to communicate achievements to date and goals for the coming year and this summary is available on the City's website. He advised that the new infestation is approximately thirteen properties and they are addressing the situation.

6. Moved by Councillor Billings

Seconded by Councillor Piper

THAT the Termite Control Program – Executive Summary Report from the Community Design and Development Services Department dated March 7, 2008, be received.

Mr. J. Riddell Dr. J. Laird

March 7, 2008 Community Development & Environmental Page 5 Services Committee

Biosolids Management Master Plan Implementation & Lystek Agreement

Mr. Cameron Walsh, Manager of Wastewater Services, was present to address the reasons why they are recommending changing the current management system. He then stated the vision of the Biosolids Management Master Plan is to provide direction for biosolids management activities to the year 2025 and then outlined the next steps. He explained what Lystek is and how it works, and outlined the benefits of this system. He provided information with respect to the Land Application Program and the requirements of the program. He then outlined the financial implications including implementation costs and anticipated pay back.

Ms. Susan Smith, was present and clarified the indemnity clause of the agreement and the reasoning for its inclusion.

Staff advised they will calculate the reduction of the carbon footprint resulting from this program and will provide this information to Council.

Staff were requested that future reports of this nature include information to show how the carbon footprint will be improved.

Staff was encouraged to seek a FCM Innovation Award for this program.

Mr. Walsh recommended that staff would like to be fully operational by November, 2009. He advised that the land application is done by a licensed operator which is contacted through a broker that assures they are qualified operators. He stated they have reviewed the longterm viability of the program and believe the scheduled reviews of the Biosolids Management Master Plan will identify issues and the need for further diversity at an early stage.

- 7. Moved by Councillor Piper
 - Seconded by Mayor Farbridge

REPORT THAT the Biosolids Management Master Plan Implementation Strategy, as outlined in the report of the Director of Environmental Services dated March 7, 2008, be approved;

> AND THAT the Mayor and Clerk be authorized to enter into an Agreement between the City of Guelph and Lystek International Inc. to obtain a license for the Lystek technology and to purchase the associated capital equipment, subject to the satisfaction of the Director of Environmental Services and the City Solicitor;

March 7, 2008	Community Development & Environmental Services Committee	Page 6
	AND THAT Clause 2 be subject to the satisfactory completi Canadian patent review.	ion of the
		Carried
	Restrictive Covenants for Clotheslines	
	Staff was directed to forward this report to Emergency Ser comment before this item comes before Council and advise are any concerns.	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT staff be directed to add the following as a condition of Draft Plan of Subdivision approvals within the City of Guelg "THAT the developer agrees to eliminate the use of any co that would restrict the use of clotheslines; 	ph;
	AND THAT prior to the registration of all or any portion of the developer's lawyer shall certify to the Director of Comr Design and Development Services that there are no restric covenants which restrict the use of clotheslines.	munity
		Carried
	Next Meeting: April 11, 2008	
	The meeting adjourned 11:40 a.m.	

Councillor Salisbury – Acting Chair

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE April 10, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

ITEMS FOR CONSIDERATI	ON STAFF RECOMMENDATION
GUELPH'S LOCAL GROWTH M STRATEGY RECOMMENDATIO RESPONSE TO THE GROWTH THE GREATER GOLDEN HORS	NS IN PLAN FOR
SUSTAINABLE POPULATION TO 2031 AND CITY OFFICIAL PREFERRED URBAN FORM EL	PLAN
THAT the City of Guelph's Local Management Strategy (LGMS) F dated April 10, 2008 from Comr and Development Services be re	eport 08-14 nunity Design
AND THAT the report and the for recommendations be endorsed Council, and serve as the found completion of "Phase IV – Asses Implementation" of the Local Gi Management Strategy (LGMS), background work for the prepar 2009 Official Plan update;	by Guelph City ation for the soment and rowth and the
 That the City of Guelph p population target of 165, the year 2031 in respons Provincial Growth Plan. 	000 people to

	That the City should plan for a steady rate of population increase; this rate of increase is primarily associated with the planning of future infrastructure – both hard and soft services and will be equivalent to a long-term average annual population growth rate increase of 1.5%	
За.	That employment growth in the City should be planned to keep pace with population growth. Based on a 2031 population threshold of 165,000 people, an additional 30,000 jobs will be required over the next 25 years.	
Зb.	That in addition to the recommendations of this report, the current `Employment Lands Strategy' being prepared by Watson and Associates will inform the future additional employment requirements/opportunities in Guelph.	
4a.	That within the 'Built-Up' area of the City, residential intensification opportunities will be identified in the Downtown 'Urban Growth Centre' and the 1nodes and corridors' as schematically illustrated on Schedule "H", Residential Intensification Opportunity Areas.	
Up' a prov in th curre	That in addition to the `residential nsification opportunities' within the `Built- area of the City, that opportunities to ide higher density residential development ie four `Mixed use Nodes' of the City's ent Official Plan will be examined in the t phase of the Urban Design Action Plan.	
4c.	That higher residential density and mixed-use development be planned within the `Greenfield' areas of the City based on the implementation of the Community Energy Plan.	

 That development to meet the objectives of the Provincial Growth Plan and the City's local growth strategy will be accommodated on lands contained within the existing corporate boundaries for the City of Guelph. AND THAT this report be circulated to Liz Sandals (Guelph MPP), the Townships of Puslinch and Guelph-Eramosa, the County of Wellington, and to the Ministry of Public Infrastructure Renewal (Ontario Growth Secretariat) for information. 	
DEVELOPMENT PRIORITIES PLAN (DPP)	Approve
2008	
 Presentation: Scott Hannah, Manager of Development 	
& Parks Planning	
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.	

GROWING -	THE GREEN BELT PLAN	Approve
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;		
forwarded to and Housing	ne following comments be the Ministry of Municipal Affairs regarding the draft criteria for f 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?"	
accompany	this resolution and the ing staff report be forwarded to the Municipal Affairs, with a copy to Liz	

Sandals, MPP and to the County of Wellington	
as the City's comments on the draft criterion	
for Growing the Greenbelt.	

NEXT MEETING

April 11, 2008

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COUNCIL REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design & Development Services
DATE	April 10, 2008
SUBJECT	Guelph's Local Growth Management Strategy Recommendations in Response to the Growth Plan for the Greater Golden Horseshoe
	Sustainable Population Threshold to 2031 and City Official Plan Preferred Urban Form Elements
REPORT NUMBER	Report #08 - 14

Recommendation

THAT the City of Guelph's Local Growth Management Strategy (LGMS) Report #08-14 dated April 10, 2008 from Community Design and Development Services be received; and

THAT the report and the following recommendations be endorsed by Guelph City Council, and serve as the foundation for the completion of "Phase IV – Assessment and Implementation" of the Local Growth Management Strategy (LGMS), and the background work for the preparation of the 2009 Official Plan Update:

- 1. That the City of Guelph plan for a population target of 165,000 people to the year 2031 in response to the Provincial Growth Plan.
- 2. That the City should plan for a steady rate of population increase; this rate of increase is primarily associated with the planning of future infrastructure both hard and soft services and will be equivalent to a long term average annual population growth rate increase of 1.5 %.
- 3.a That employment growth in the City should be planned to keep pace with population growth. Based on a 2031 population threshold of 165,000 people, an additional 30,000 jobs will be required over the next 25 years.
- 3.b That in addition to the recommendations of this report, the current 'Employment Lands Strategy' being prepared by Watson and Associates will inform the future additional employment requirements/opportunities in Guelph.
- 4.a That within the 'Built-Up' area of the City, residential intensification opportunities will be identified in the Downtown 'Urban Growth Centre' and the 'nodes and corridors' as schematically illustrated on Schedule "H", Residential Intensification Opportunity Areas.
- 4.b That in addition to the 'residential intensification opportunities' within the 'Built-Up' area of the City, that opportunities to provide higher density residential

development in the four 'Mixed Use Nodes' of the City's current Official Plan will be examined in the next phase of the Urban Design Action Plan.

- 4.c That higher residential density and mixed-use development be planned within the 'Greenfield' areas of the City based on the implementation of the Community Energy Plan.
- 5. That development to meet the objectives of the Provincial Growth Plan and the City's local growth strategy will be accommodated on lands contained within the existing corporate boundaries for the City of Guelph.

AND THAT this report be circulated to Liz Sandals (Guelph MPP), the Townships of Puslinch and Guelph-Eramosa, the County of Wellington, and to the Ministry of Public Infrastructure Renewal (Ontario Growth Secretariat) for information.

Purpose of this Report

The purpose of this report is to outline the key elements for a sustainable Local Growth Plan for the City that is in response to the Provincial Growth Plan planning framework and reflects Guelph's community values.

This report has been structured to outline:

- > a brief background to the Provincial Growth Plan planning framework;
- the City's study process and the salient findings;
- the conclusion that a population of 165,000 to 2031 should form the basis for future planning as being the most environmentally, socially, culturally and economically sustainable approach to development for the City of Guelph;
- > the key recommendations for an overall growth framework for the City; and
- the next steps in the implementation of the preferred local growth strategy and the development of an update to the City's Official Plan.

BACKGROUND

1. The Provincial Growth Plan

The following discussion provides a concise overview of the Provincial Growth Plan that is directly relevant to the recommendations that are outlined later in this report. The Ontario Cabinet approved the Growth Plan for the Greater Golden Horseshoe on June 16, 2006.

The Provincial Growth Plan works in conjunction with other provincial legislation and planning policies such as the 2005 Provincial Policy Statement, and provides an overall planning framework for the 100+ municipalities that are found in proximity to the City of Toronto (including Guelph). The provisions of the Growth Plan (as per the *Places to Grow Act* and associated regulations) take precedence, when there is conflict over other planning policies and legislation that may affect the City, i.e. *Planning Act* applications. In order to conform to the Growth Plan, amendments to the City of Guelph Official Plan (OP) are required to be made **by June 16, 2009** (Section 12(1) and (2) of the *Places to Grow Act*).

The Provincial Growth Plan provides policy direction that aims to build compact, vibrant and complete communities that:

- directs growth to built-up areas where the capacity exists to best accommodate the expected population and employment growth, while providing strict criteria for settlement area boundary expansions,
- promotes transit-supportive densities and a healthy mix of residential and employment land uses,
- preserves employment areas for future economic opportunities,
- supports a multi modal transportation network that links urban growth centres anchored by efficient public transit,
- plans for community infrastructure to support growth in a compact and efficient form,
- ensures sustainable water and wastewater services are available to support future growth,
- identifies natural systems and the enhancement of their conservation, and
- supports the protection and conservation of water, energy, air and cultural heritage, as well as integrated approaches to waste management.

b) Population and Employment Forecasts to 2031

Schedule 3 of the Growth Plan establishes population and employment forecasts of 321,000 persons and 158,000 jobs, for the County of Wellington and the City of Guelph combined, by 2031.

Section 2.2.1.1 of the Growth Plan states that:

"Population and employment forecasts contained in Schedule 3 for all upper and single tier municipalities will be used for planning and managing growth."

Section 2.2.1.2 provides that:

"The Minister of Public Infrastructure Renewal will review the forecasts contained in Schedule 3 **at least**¹ every five years, in consultation with municipalities, and may revise the forecast."

Schedule 3 does not identify an individual forecast for Guelph to 2031. On the basis of the current 57% population percentage split between the City and the County, the City's portion of the overall allotted population would be approximately 183,000 by 2031.²

Similarly, based of the current population to employment ratio within the City of 57 jobs per 100 people, the City's employment forecast, based on a population of 183,000 would be approximately 104,000 jobs.

¹ "at least" definition : "As a minimum", therefore at any time within the five years since the approval of the Growth Plan.

²Note: The City has approximately 57% of the total population in Guelph-Wellington; from the 2006 census, the City population is 115,000 and the total population for the area is just over 200,000 people. Applying a 57% share to the Growth Plan's 321,000 Guelph-Wellington 2031 allotment, yields a population for Guelph of approximately 183,000.

c) Intensification Provisions – Downtown

The Provincial Growth Plan establishes the Guelph *Urban Growth Centre* - the Downtown - as an area for further urban development.

Section 2.2.4 states:

- 4. "Urban growth centres will be planned -
- a) as focal areas for investment in institutional and region-wide public services, as well as commercial, recreational, cultural and entertainment uses,
- b) to accommodate and support major transit infrastructure,
- c) to serve as high density major employment centres that will attract provincially, nationally or internationally significant employment uses,
- d) to accommodate a significant share of population and employment growth."

Ministry of Public Infrastructure Renewal (PIR) staff have been working with City Staff to define the geographic limits of the 'Urban Growth Centre' for Guelph. **Schedule "A"** to this report outlines the general location for this major growth re-investment node for the municipality.

The Growth Plan provides some flexibility for defining the boundaries of the urban growth centre under Section 2.2.4, as follows:

- 2. "The Minister of Public Infrastructure Renewal, in consultation with municipalities ... will determine the approximate size and location of the urban growth centres."
- 3. "Municipalities will delineate the boundaries of urban growth centres in their official plans."

The City's 'Urban Growth Centre' as outlined by the recommendations of this report will consist of the present 'Central Business District' (as defined by the present City's Official Plan) as well as adjoining areas, i.e. areas to the west of the Gordon/Norfolk corridor, and a portion of the lands in St. Patrick's Ward.

The Growth Plan also establishes the following intensification provisions for Downtown Guelph, as outlined in section 2.2.4, as follows:

5. "Urban growth centres will be planned to achieve, by 2031 or earlier, a minimum gross density target of 150 residents and jobs combined per hectare. . . "

Through discussions with PIR staff, it was agreed that this provision applies to the Guelph Downtown, which is currently estimated to have density of about 120 residents and jobs per hectare.

d) Intensification Provisions - Designated Greenfield Areas

The 'Greenfield Area' of the City is that portion of Guelph that lies outside the existing (as of June 2006) built-up portion of the City. In Growth Plan terminology terms, the line that differentiates the 'Greenfield Area' from the 'Built-up Area' is referred to as the 'Built Boundary'.

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City staff have again worked with PIR staff to define the 'Built Boundary' for Guelph. The line while not officially proclaimed by the Province is now generally agreed to and is defined as illustrated on **Schedule "A"**.

The Provincial Growth Plan requires intensification targets of 50 residents and jobs per ha within the designated 'Greenfield Area', as outlined in Section 2.2.7, as follows:

2. "The designated greenfield area of each ...single tier municipality will be planned to achieve a minimum density target that is not less than 50 residents and jobs combined per hectare."

This density is generally higher than the present densities found in the City's suburban developing areas.

e) Intensification Provisions - the Built -up Area

The Provincial Growth Plan requires a shift from greenfield development to intensification within the City's built boundaries over time.

Section 2.2.3 requires:

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

The fundamental vision of the Provincial Growth Plan is to foster planning for complete communities which are socially, environmentally, culturally and economically sustainable and to discourage expansion of municipal boundaries that compromise the achievement of the intensification and density targets of the Growth Plan (Sections 2.2.8. 1 and 2). From background work in the Local Growth Strategy, the share of residential development on the edge of the community versus infill development has been in the order of 90% of all annual growth in the recent past. The recommendations of this report address the necessity to alter this traditional growth pattern in order to comply with the Growth Plan.

2. Existing City Official Plan Policies

The City's current Official Plan was last comprehensively updated in 2001. Currently an amendment is being processed (OP Amendment Number 37) to keep the Plan up-to-date and to incorporate provisions of the 2005 Provincial Policy Statement and many recent changes to the *Planning Act* through Bill 51.

The existing Official Plan is the single most important document to illustrate the type, form and location of growth in the City. The existing Plan reflects many of the key tenets of the Provincial Growth Plan – for example, the provision for intensification in the downtown, and designated mixed nodes and intensification areas, the clean-up and reuse of brownfield areas, etc.

The designations and policies of the current Official Plan provide a balance and variety of population and employment growth opportunities. Therefore, the existing Plan provides a strong foundation for the conformity exercise with the Provincial Growth Plan. **Schedule "B"** attached is a general depiction of the current designations in the Official Plan and outlines the areas of the City where intensification is already permitted both for residential and employment activities. **Schedule "B1"** is a summary of the net residential development densities permitted within the designations of the existing Official Plan.

While the existing Plan outlines significant opportunities for intensification of population and employment growth, this has generally not occurred because the focus of development has been on the more easily developed "greenfield" areas within the City limits.

3. The City's Response to the Provincial Growth Plan

Since 2006, the City has been working in collaboration with the Provincial Ministry of Public Infrastructure Renewal (PIR) in the development of various studies required to inform a new Local Growth Strategy that implements and conforms to the Provincial Growth Plan.

This report and its recommendations are a culmination of the work completed to date toward the preparation of a Local Growth Management Strategy (LGMS) for Guelph. The overall phasing of the project and a summary chart of the work completed is illustrated on **Schedule** "**C**". The Local Growth Strategy is currently in Phase III of a four phase process. The fourth and final stage is the implementation of the strategy and the update of the Official Plan to conform with the Provincial Growth Plan, and this will be initiated with the Council adoption of this report.

The Local Growth Management Strategy process has involved various stakeholders including the Province, surrounding municipalities, various municipal service departments, and most importantly the public. Consultant reports have been commissioned to provide detailed analysis and options. A community advisory committee, selected by City Council to represent a broad cross-section of the economic, environmental, social and cultural sectors of Guelph and the surrounding area, has provided a valuable sounding board for ideas and information generated during the preparation of the growth strategy. (See **Schedule "D"** for a listing of 'Community Advisory Committee' members)

The more detailed summary of the City's consultation and study process completed to date is attached under **Schedule "E".**

REPORT

1.0 SUSTAINABLE POPULATION THRESHOLD TO 2031 AND CITY OFFICIAL PLAN PREFERRED URBAN FORM ELEMENTS

The following discussion outlines five (5) key recommendations to set the framework for planning in Guelph over the next 25 years. These recommendations respond to the policies outlined in the Provincial Growth Plan, the background studies that have been completed, and public input. The recommendations lay out the basic form elements for an Official Plan update to be completed by June 2009.

The first recommendation outlines a population target to be used for planning purposes to the year 2031. The remaining recommendations present the additional basic components for the City's growth strategy. Finally, the report outlines the next steps following adoption of the growth strategy towards the development of the Official Plan Update that is in conformity with the Provincial Growth Plan.

1.1 City of Guelph Population Growth to 2031

The most critical planning direction for growth comes from the population target for the planning horizon year of 2031. This number sets the basis for future growth (i.e. areas for residential and employment growth), and is the basis for determining the necessary hard and soft services to support that growth. The following outlines the rationale for a recommended population target for 2031.

Recommendation 1

1. That the City of Guelph plan for a population target of 165,000 people to the year 2031 in response to the Provincial Growth Plan.

Rationale for the 2031 Guelph Population Threshold

Schedule 3 of the Provincial Growth Plan sets out a combined 2031 total population for Guelph and Wellington County at 321,000. In initiating the planning work in 2006, City staff in consultation with PIR and County of Wellington planning staff estimated that the population level for Guelph in 2031 would be in the range of 175,000 to 195,000 people. This assumed allotment was based on the historic population percentage split of 57 between the City and the County discussed previously.

In the completion of the background planning work associated with the Local Growth Strategy, PIR staff agreed to wait until the completion of City studies before determining a final forecast figure for Guelph. City staff from Community Design and Development Services, and Environmental Services will be meeting with PIR officials in the near future to discuss the population figure contained in the above recommendation.

The recommendation of a 165,000 population threshold for Guelph to 2031 is based on a number of factors, as addressed below, namely:

- 1. The assimilative capacity of the Speed River which limits population growth to 165,000.
- 2. Ensuring water supply options are environmentally sustainable.
- 3. An analysis of population scenarios that confirm a population of 165,000 is sustainable.
- 4. The public response to not expand beyond the current boundaries and to protect the existing character of the City.
- 5. Conformity with the Growth Plan principles that growth be environmentally, socially, culturally and fiscally sustainable and protect what is valuable.

These factors are addressed in detail below.

1.1.1 Assimilative Capacity of the Speed River

The Guelph wastewater treatment plant currently contains advanced treatment with some of the most stringent effluent criteria in the industry. Treated effluent from the plant carry substances (loading) that remove oxygen from the receiving water body (Speed River). The river can accept a limited amount of these substances (known as the assimilative capacity of the river). The volume of water in the Speed River varies seasonally with the lowest flow conditions happening in the summer. As a result, this low flow also represents the lowest assimilative capacity limit.

At current plant performance and under low flow river conditions, the assimilative capacity of the Speed River is 73.3 million litres per day (MLS). Plant Stage 2 expansion is scheduled to be completed by 2011/12 to increase it's current capacity from 64 MLD to 73.3 MLD. There is a need to

One of the main goals of the current Wastewater Treatment Master Plan study is to plan for additional capacity for the City in the future. The interrelationship between hydraulic loading, organic loading, plant capacity and assimilative capacity are very complicated. Recent analysis completed by Environmental Services has determined that the assimilative capacity of the Speed River is limited to take additional treated effluent. It has been determined that even with proposed technological upgrades and realizing additional water conservation measures that the City's wastewater treatment facilities can only handle a total population (and associated employment) of approximately 165,000 people by 2031 at this time.

The assimilative capacity of the Speed River to take treated City effluent and the effluent's loading factors on the receiving waterbody are set by the Ministry of the Environment in consultation with the Grand River Conservation Authority.

The population increase and associated assimilative capacity is further constrained by:

- the commitment to receive and treat wastewater received from Rockwood (service agreement with Guelph-Eramosa Township). This commitment is anticipated to increase with the planned growth of the Town's population from approximately 3,600 people to 6,000 over the next 25 years,
- potential related impacts on the assimilative capacity of the Speed River due to changing environmental regulations that may become more stringent or to address new standards, e.g. new standards for endocrine disruptors³,
- o uncertainties associated with climate change, e.g. less precipitation.

The City initiated a 50-year Wastewater Treatment Plan study in 2007 to examine the long-term availability of alternate technologies to provide additional sewage treatment capacity for Guelph. However, this process requires an environmental assessment and the approvals from this process are not anticipated to be available by the time the City's Official Plan has to be brought into conformity with the Provincial Growth Plan.

The City has been working closely with the Ministry of the Environment, and the Ministry is well aware of the operational capacity limitations of the Guelph wastewater treatment plant. This provincial agency is responsible for operational approvals for the plant and approval of environmental assessments to increase the capacity.

1.1.2 Water Supply Options

The City currently derives its water supply from groundwater and this supply is finite. To examine long term supply options, the City recently completed a Water Supply Master Plan that considered a future 50 year time horizon. One of the long term options examined in the Master Plan was the

³ Endrocrine disruptors are natural or man made chemicals that affect the growth and development of aquatic or terrestrial wildlife and include such chemicals as polychlorinated compounds found in leachate from landfills, pesticides such as atrazine, surfactants in certain detergents used for removing oil, human hormones produced naturally or found in contraceptives.

construction of a Great Lakes surface water supply. It was estimated that if Guelph was to consider a water pipeline to Lake Erie that the City's proportional cost (assuming the pipeline would serve a regional supply area including Waterloo Region and Brantford) would be approximately \$650 million.

In 2007 City Council again considered the recommendations of the Water Supply Master Plan, and clarified their position that they did not support a Great Lakes water supply option for a number of reasons (primarily due to environmental sustainability/energy cost considerations).

In considering a long term Great Lakes pipeline option, it is clear that this option would not be fiscally sustainable, i.e. a significant amount of new 'Greenfield' area growth would need to be accommodated to amortize the substantial costs for the pipeline. This prospect would compromise several aspects of the Provincial Growth Plan, most notably Section 4.2.4 concerning the promotion of a "culture of conservation."

It is therefore on the basis of a localized water supply that serves as the framework for growth planning for Guelph. The local water supply consisting of groundwater and surface water options as defined in the Water Supply Master Plan will permit additional development to occur in the City. The additional growth will be limited by available supply options and consideration of new legislation, i.e. Clean Water Act and Groundwater Protection Policy.

A City population in 2031 of 165,000 people in reflection of the sustainability of a local water supply is a conservative but realistic approach to planning for the City's growth.

1.1.3 Analysis of Population Growth Scenarios

In background consultant reports completed for the City in 2006-2007, a 2031 population target range of 175,000 to 195,000 people for Guelph was examined, i.e. studies by Meridian Planning and Watson Associates Economists.

The most recent Meridian report of December 2007, "Strategic Directions" concluded that the City should plan for a 2031 population of 175,000, but cautioned that:

- both water supply and wastewater treatment facilities may impose capacity limitations beyond the 165,000 population level; making commitments to levels of growth beyond 165,000 should not be made without a clear understanding of the feasibility, costs and sources of funding (*Direction #10*), and
- the City's approach to implementation should be conservative and flexible, to be able to respond to economic, social and environmental changes, while minimizing risk to the City's goals (Direction # 6).

In recognition of the volume of material that has been prepared respecting alternative population options for 2031, a summary of the different growth scenarios should be considered. This summary is intended to comprehensively examine the opportunities/limitations of the different scenarios considered. This analysis is summarized in **Schedule** ''F'' – Population Growth Scenarios for 2031.

The table examines various population thresholds from 155,000 to 195,000 for 2031 and considers the following variables of growth at various population thresholds:

- Are there available lands to support new population growth?, i.e. land supply in suburban 'Greenfield' areas assuming different density levels on the non-approved vacant lands, opportunities for residential intensification in the 'Built-Up' area;
- What proportion of the total supply of 'Greenfield' lands and 'Built-Up' area intensification opportunities would to be consumed assuming different density levels to accommodate future population growth?

- At what growth thresholds assuming differing density and intensification rates would annexation of land need to be considered?
- Is there sufficient hard infrastructure to support additional population growth? i.e. water supply, wastewater treatment supply, solid waste treatment supply.

Based on this quantitative evaluation exercise, the most defensible population target for Guelph in 2031 is 165,000 people. This population target includes increased residential density levels in all areas of the City (as per the provisions of the Provincial Growth Plan), reduces the pressure for annexation into surrounding rural townships, and is within the planned capacity of the City's wastewater and water infrastructure plants.

1.1.4 Public Input

The general consensus from the public engagement processes as articulated in **Schedule "E"** has been that growth was acceptable provided it was carefully planned, respected the City's overall urban form and recognized existing limits to growth in the community (protection of existing community character and environmental features and the provision of adequate hard and soft infrastructures).

The public response has been generally consistent with the principles of the Provincial Growth Plan, namely:

- more compact growth with intensification in the Downtown and in 'nodes and corridors',
- support for improved City transit and an inter-regional system,
- support for current planned road improvements,
- strong support for energy and water conservation and air quality management, and
- the provision of employment areas near to residential areas.

Overall, there was little support for the expansion of the current corporate boundaries for the City, and in general, there was a theme when it comes to growth that it is best to apply a conservative approach to planning for change.

The recommendation for a population of 165,000 to 2031 is in keeping with the public response and the principles of the Growth Plan.

1.1.5 Conformity with the Provincial Growth Plan

As mentioned in the Growth Plan's vision for 2031, "Communities will be supported by the pillars of a strong economy, a clean and healthy environment and social equity." Further, the Plan states that "a healthy natural environment with clean air, land and water will characterize" the Greater Golden Horseshoe. The area's "rivers and streams, forests and natural areas will be protected and accessible for residents to enjoy their beauty."

Given this vision, it is reasonable to examine how much additional growth a community's local environment is able to realistically support, particularly in regard to water supply, waste water treatment and impacts on environmental features. Growth must be balanced against the need to ensure the sustainability of the natural environment: there are natural limits to growth that characterize any ecological system. Essentially, it is not wise to stretch the ecosystem's capacity beyond its natural limits. In Guelph, this is particularly true. The amount of growth should be determined by the physical limitations of the area's natural environment. Based on current knowledge, water supply, waste water treatment and the natural environment, to a considerable degree, will determine the amount of growth which Guelph can sustain by 2031. It is apparent that under existing technology and with water conservation measures, that a population beyond 165,000 would not be environmentally sustainable. Clearly, the population target of 165,000 appropriately reflects the provisions of the Growth Plan to protect and manage what is valuable - water quality and associated natural heritage system and features.

In addition to the above, the Growth Plan lays out municipal fiscal responsibilities under Section 3.2.5.1

"Municipalities should generate sufficient revenue to recover the full cost of providing municipal water and wastewater systems."

In other words, development must be not only environmentally, but fiscally sustainable as well. The cost of services was addressed in the Watson Economists analysis, where it was concluded that development charges would not cover the substantial costs to meet higher population. Costs incurred over and above the development charges, would have to be funded by taxes or other revenues, (See **Schedule "G"** - Watson and Associates Economists "Fiscal Impacts of Proposed Growth Options - December 11, 2007".)

The City's philosophy is to ensure that an environmentally sustainable, socially, culturally and fiscally responsible approach to development is taken.

Guelph's current Strategic Plan Vision "to make a difference" has been recognized as a central theme in many of the recent Local Growth Strategy public engagement discussions (see Schedule "E"). A 2031 population target of 165,000 will enable the City to absorb its growth in a manner that meets the objectives of the Provincial Growth Plan and the values expressed by the public.

1.1.6 Conclusions on the 2031 Population Target

The primary long term 2031 constraint to development at this time is the assimilative capacity of the Speed River. The City is committed to ensuring that future development is environmentally, fiscally and socially sustainable. This approach is supported by the direction from the Provincial Growth Plan that requires municipalities to ensure that there is "sustainable water and wastewater services available to support future growth" and to ensure that municipalities "generate sufficient revenue to recover the full cost of development".

Should more economically viable, advanced wastewater treatment technologies be developed within the foreseeable future, there are opportunities to review and modify the 2031 population target at the next Official Plan update, if required. The 5 year review provision of population forecasts is provided for in the Growth Plan (Policy 2.2.1.2) and through the Official Plan review process under the *Planning Act*. Through discussions with Public Infrastructure Renewal (PIR) staff, it is also anticipated that Provincial forecasts will be revisited in conjunction with the release of updated new Census Data in 2011.

It is important to note that there is recognition both by PIR staff as well as Hemson Consulting, the consultant who provided the forecasts to the Ministry, that forecasting is "speculative" in nature, and should not be used to replace planning decisions. The background document, that served as the basis for the Provincial Growth Plan Schedule 3 population allocations entitled, *The Growth Outlook for the Greater Golden Horseshoe* (see PIR ministry website for report)) cautions the Ministry on the use of forecasts as follows:

"Forecasts are by their nature speculative. Because forecasting involves looking into the future there is inherent uncertainty in the results. . . Forecast results add to available information for decision makers - but should not substitute for sound judgement. Decisions made on the basis of the forecast should be made with the most current

information available . . . These forecasts should be viewed clearly as inputs to planning decisions, not the planning decisions themselves."

The City staff recommendation for a 2031 population of 165,000 people is consistent with this philosophy.

1.2 Annual Planning Growth Rate for Guelph

The annual growth rate is the growth rate at which the City grows per year. The existing Guelph Official Plan establishes a moderate, long term rate of growth that is equivalent to an average 1.5% annual increase in City population. Over a long term growth forecast, this translates into a new housing supply requirement of approximately 840⁴ new units per year.

Recommendation 2

That the City should plan for a steady rate of population increase; this rate of increase is primarily associated with the planning of future infrastructure – both hard and soft services and will be equivalent to a long term average annual population growth rate increase of 1.5 %.

Discussion on City's Annual Growth Rate

The City's existing growth forecast was approved by City Council in 2003 as a component of the preparation of the current Guelph Development Charges By-law. The forecast has an equivalent long term population projection that equates to a compounded increase of 1.5% per year. The forecast was prepared by C. N. Watson and Associates, and outlined in a report entitled 'City of Guelph Household and Population Projections 2001-2027'.

The current forecast has the City expanding in population but at a declining rate of annual growth over time, i.e. from over 2% per year in the early portion of the projection time horizon to a level just over 1% in the long term. The key rationale for a declining rate of growth over time was reflective of an assumption for slower rates of growth associated to an overall Toronto-centered region economic decline in the post-2011 timeframe. In terms of new unit development projected for Guelph, the following household projections were outlined: 2003-2010 at 900 units per year; from 2011- 2021 at 650 units per year.

For the purposes of the current planning process, the Provincial Growth Plan forecasts a steady increase in population over the 2006-2031 timeframe, and therefore the City's planning for growth should be premised on the same basis.⁵ As a component of the 5 year update to the City's Development Charge By-law, new forecasting assumptions for population, household and employment growth will be presented later this year.

⁴ With a total city population of 165,000 in 2031, there would be the need for 66,000 units (assuming 2.5 persons per household on average across the City). The current households in Guelph are approximately 45,000. With an additional 21,000 households (66,000 – 45,000), there would be on average an annual demand for 840 new units. (21,000/25 years).

⁵ Ministry of Public Infrastructure Renewal, Growth Plan for the Greater Golden Horseshoe, Schedule 3

Although some may argue it is not reasonable to assume continued steady growth into a long term future, it is believed to be prudent to proactively plan for the provision of new community infrastructure - both hard and soft services. Through community input in the recent public engagement process of the Local Growth Strategy, the response has been that growth was generally acceptable as long as infrastructure keeps pace with growth and that it was well managed.

A growth rate of 1.5% is reasonable and is reflective of a consistent growth rate over the 25 year forecast period. It allows the City to provide for hard and soft infrastructure in a reasonably paced timeline to permit the community to adjust to new built forms and servicing.

1.3 City of Guelph Employment Growth to 2031

The provision of employment areas is essential to ensure that the City is planned to be a 'complete community', i.e. a city where there are jobs as well as places to live. This aspect of growth has been a fundamental underpinning of planning in the City since Guelph's founding, and is reflected in the existing policy base of the current Official Plan. Most recently, the City's 2007 Strategic Plan highlighted the need for a balanced assessment base and the promotion of planning for a community where the population can both live and work in the City (2007 City Strategic Plan, Goal 3).

In the past, the City has been quite successful at retaining a strong diversified employment base, and this is a goal of the City's Local Growth Management Plan for the future.

Recommendation 3

- 3.a That employment growth in the City should be planned to keep pace with population growth. Based on a 2031 population threshold of 165,000 people, an additional 30,000 jobs will be required over the next 25 years.
- 3.b That in addition to the recommendations of this report, the current 'Employment Lands Strategy' being prepared by Watson and Associates will inform the future additional employment requirements/opportunities in Guelph.

Discussion on 2031 Guelph Employment

Opportunities for additional employment activity must be accommodated and planned for in order to meet both the City's corporate objectives as well as those of the Provincial Growth Plan. The Provincial Growth Plan outlines in general the requirements for future employment to be found in the City's 'Urban Growth Centre' – the downtown and its environs, as well as in areas throughout the city to provide opportunities for mixed use live/work opportunities.

Based on a population forecast of 165,000 people in 2031, the total job work force is estimated to be approximately 95,000. This level of employment is based on retaining a population to job ratio of 57%, reflective of the job to population ratio from $2006.^{6}$

⁶ In 2006, the employment base for Guelph has been estimated to be 65,000 jobs in an overall city population of 115,000, i.e. 57% job to population ratio.

There are several initiatives that are underway currently that are examining the extent of employment opportunities in the community. These activities include the following:

- The preparation of a secondary plan for the York District that comprises a major land holding of the Provincial Government (the former Ontario Reformatory Lands) in east Guelph. The Provincial lands as well as surrounding areas are designated in the City's Official Plan as a 'Special Study Area', and this area is anticipated to provide a substantial future supply of new employment and development opportunities for the community. The District Land Use and Servicing Plan will outline the type, form and location of future development activity for this area, and will incorporate the provision of the Community Energy Plan.
- Work on the availability and need requirements of employment lands is being completed through the Employment Lands Strategy study by Watson and Associates. The concentration of analysis for this study is employment activity that is found in major industrial and corporate office areas of the City. The first part of this Study that has particular relevance to the City's Growth Strategy deals with land supply and employment demand forecasting. The report is being finalized to reflect a 165,000 population threshold for Guelph in 2031 and will be made available shortly.

In addition to the work being conducted by Watson and Associates, examining the need for additional jobs in the community, the Local Growth Strategy work has relied on work completed by Meridian Planning Consultants as outlined in the 'Shaping our Choices' and 'Strategic Directions' reports. Their analysis is generalized and at a high level in order to complete the growth planning exercise but not to duplicate consulting effort by Watson who is undertaking the Employment Lands Strategy.

Meridian in their report 'Shaping our Choices' analyzed employment land needs for 2031 population alternatives of 175,000 to 195,000 people, as the assimilative capacity constraint was not completely confirmed at that time. Staff have therefore applied the consultant's methodology of determining employment land need on the basis of a reduced population of 165,000 in 2031.

Meridian's methodology relies on three factors: 1) a population to employment ratio calculation; 2) type of employment activity, i.e. population serving/service jobs, major office/institutional jobs, employment land jobs (industry/business parks); and 3) the examination of land demand/supply relative to these three types of basic employment categories.

In projecting future overall employment demand, Meridian used a factor of 57% of the City's population to be equivalent to the jobs that would be needed to keep a balanced residential/ employment mix. This ratio is based on the existing circumstances found in the City. To maintain this ratio to 2031 an additional 30,000 jobs would be required in the City.

Meridian also analyzed the type and location of future employment in the City. Out of the total employment base (and based on the existing Guelph employment mix), Meridian concluded that 35% of the jobs in the future will be population serving (retail, service), that 10% will be found in major office/institutional buildings, and that the remaining 55% of the work force will be located in employment business parks (corporate offices, industrial buildings).

For the purposes of locating employment activities, Meridian assumed that the population serving jobs will be located in the existing 'Built-Up' area of the City, (i.e. Downtown and nodes and corridors') and the 'Greenfield' areas will be designed to accommodate new population to support employment activities, (i.e. suburban mixed use centres, and new convenience centres).

In terms of addressing major office development, these types of activities are quite location specific and it is anticipated that new opportunities for new large complexes will be provided for in the City's 'Urban Growth Centre', in the institutional research lands adjacent to the University of Guelph, in the

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suburban mixed use nodes as well as in newly developing employment areas i.e. lands along the Hanlon Expressway.

Industrial and corporate office employment – the bulk of future employment activity – is predominantly located within suburban business parks, and identified as 'Employment Lands.' According to Meridian's calculations, there are 414 hectares of vacant employment lands, and another 258 hectares of future employment lands found within the York District and the 'Reserve Lands' in south Guelph. In Meridian's work an employment density of 35 jobs per hectare is used, and this translates into approximately 23,500 jobs that could be generated. In applying the total 'employment land' job assumption need of 55% of the total future employment, only 16,500 jobs are required (i.e. a surplus of 7000 jobs based on 35 jobs/ha).

From this simplified methodology and for the purposes of the Local Growth Strategy at this time, this analysis demonstrates there is sufficient land within the City's corporate limits to supply future employment land needs.

A more detailed analysis of the employment base is underway now with the City's Employment Lands Strategy Study. A review of the preliminary results from this study have been examined, and it is fair to state that the conclusions derived in this report are reflective of findings that will be made available shortly.

The Employment Lands Strategy will go into considerable more detail on assumptions and future development scenarios that will provide further insights to the formation of land use policies for updating the City's Official Plan, i.e. density of employment activity in new business parks, the number of major office complexes that can be accommodated in the City, the nature of future employment activities (distributional warehousing versus 'creative class' jobs).

It is the recommendation of this report that land annexation is not required to address employment projections at this time. From available vacant land inventory, there are presently lands that can be developed for new employment activity. In addition, just as there are opportunities for residential intensification to occur in the City, the existing Official Plan also outlines areas where non-residential development activity may intensify (see **Schedule "B"**).

The Employment Lands Strategy, once it is complete, will serve as a component of the municipal comprehensive review for employment activity within the municipality (as required as an implementational component of the Provincial Growth Plan) and assist in the development of land use policies for the update of the City's Official Plan.

1.4 The Focus of Residential Intensification

In order to conform to the Provincial Growth Plan, there is a need for additional residential intensification to the degree that has not been witnessed in Guelph before. This additional intensification will ensure that the City grows in a more compact urban form. Opportunities to create a transit supportive and pedestrian-scaled form of development is required to assist in making the City a complete community for living, working and playing.

Recommendation 4

- 4.a That within the 'Built-Up' area of the City, residential intensification opportunities will be identified in the Downtown 'Urban Growth Centre' and the 'nodes and corridors' as schematically illustrated on Schedule "H", Residential Intensification Opportunity Areas.
- 4.b That in addition to the 'residential intensification opportunities' within the 'Built-Up' area of the City, that opportunities to provide higher density residential development in the four 'Mixed Use Nodes' of the City's current Official Plan will be examined in the next phase of the Urban Design Action Plan.
- 4.c That higher residential density and mixed-use development be planned within the 'Greenfield' areas of the City based on the implementation of the Community Energy Plan

Residential intensification opportunities are available in areas across the City of Guelph. The challenge in the Provincial Growth Planning framework will be to make these 'opportunities' come to life as actual 'developments'. Opportunity areas are outlined in the 'Residential intensification Analysis' report compiled by the City's Policy Planning and Urban Design staff. Areas that can undergo increased densification are the Downtown and the 'node and corridor' areas outlined on **Schedule** "H".

Residential intensification development sites include pre-zoned multiple/apartment sites, brownfield sites, and areas identified for redevelopment comprising underutilized properties or areas requiring rejuvenation. In addition to these intensification opportunity areas, additional intensification can occur in the lower density areas of the City. Moderate forms of intensification include the creation of secondary apartment suites as well as the intensification of some existing low density residential lots under certain circumstances i.e. lot severances.

Within the 'Built-Up' area of the City as outlined in **Schedule "H"**, an estimated 18,500 units can be accommodated representing an estimating 46,250 persons (assumes a 2.5 person per unit occupancy standard). While these units represent opportunities for development, it is anticipated that intensification will occur in a gradual manner over the next 25 years. This gradual change will be reflective of new housing market conditions (supply and demand considerations), and the implementation of a detailed urban form planning framework to promote residential intensification opportunities.

To promote intensification opportunities, the City will continue with the development of the City's Urban Design Action Plan, and more accurately define the form, scale and height of development in the various intensification 'nodes and corridors' in the City. In addition, the Secondary Plan for the identified 'Urban Growth Centre' – the Downtown and its environs – will be completed.

In the residential portions of the suburban 'Greenfield' areas, there is the expectation that higher densities of development than in the past will be required to conform to 50 residents and jobs/ha as required by the Growth Plan. The background Meridian study on 'Shaping our Choices' (September 2007) has identified that 28,000 people can be accommodated in the 'Greenfield' areas. Of these 28,000, 12,800 people can be accommodated in plans that have already been approved. The higher density of development on non-approved suburban lands will also accommodate a higher proportion

of units allotted to multiple and apartment sites in keeping with the implementation of the Community Energy Plan and sustainable planning principles.

In addition, to assist in meeting overall residential development density targets within the 'Greenfield' areas of the City, the four suburban 'mixed use node' designations of the City's current Official Plan will be examined for the potential of intensification through the City's Urban Design Action Plan. These mixed use nodes are located generally in the vicinity of the intersections of Woodlawn/Woolwich, Watson/Starwood, Gordon/Clair and Paisley/Elmira.

1.5 Can Development be Accommodated within the Current Corporate Limits of Guelph?

Based on the available background studies, the projected growth to 2031 can be accommodated within the existing corporate limits of the City to implement the planning objectives of the Provincial Growth Plan and the recommendations of the City's Local Growth Management Strategy.

Recommendation 5

4.1

That development to meet the objectives of the Provincial Growth Plan and the City's local growth strategy will be accommodated on lands contained within the existing corporate boundaries for the City of Guelph.

Discussion

On the basis of a 165,000 planned population target to 2031, the existing corporate limits of the City are sufficient to accommodate the population and employment growth requirements for this current growth strategy. Downtown Guelph and the nodes and corridors provide excellent opportunities for both population intensification and jobs with significant public support at densities in keeping with the Provincial Growth Plan. The suburban 'Greenfield' areas of the City permit additional development to occur at densities higher than have been seen in the past. The existing vacant employment lands , the 'Reserve Lands' shown on **Schedule "B"** and the York District lands provide opportunities for both intensification and innovative employment opportunities including the application of the Community Energy Plan. Both the 'Reserve Lands' and the York District lands will require detailed plans to determine appropriate forms of development within these environmentally sensitive portions of the City.

2.0 NEXT STEPS

While a significant amount of work has been completed to date to address the general principles of the Provincial Growth Plan, additional work is required over the course of 2008. Phase IV of the Local Growth Strategy will be completed to include a more detailed assessment of the environmental, social, cultural and economical implications of the strategy, and the tools necessary to implement this type of growth.

Outlined in the next section of the report are the relevant topics that require additional background work to be able to fully implement the Local Growth Plan in a successful manner:

1. The City's Urban Design Action Plan

The Urban Design Action Plan will be completed in the spring 2008. This Plan will lay the foundation for defining the extent, scale and form of new development to be found in the City over the next 25 years. The Plan is intended to specifically examine opportunities for additional residential development in the 'Urban Growth Centre' (the downtown and environs), 'nodes and corridors.' In addition, a special examination of the extent, scale and form of residential development in the suburban 'mixed use centres' will be completed.

As a component of the Urban Design Action Plan, additional policies will be developed outlining how the character of existing Guelph will be respected and proposed mechanisms to be put in place to ease the transition to higher densities of development within the existing corporate limits of the City. The principles of energy efficient community design will be included. It is recommended that a phased study process be implemented whereby the opportunities and challenges of intensification across older parts of the City can be explored with community members. In addition, innovations that are included in Bill 51 will be examined as to how they can be integrated into Guelph's planning framework. This will include Design Review Panels and the Development Permit System and Alternative Development Standards.

2. Secondary Plan

Following up on the results and recommendations of the Urban Design Action Plan, work on the secondary plan for the City's Urban Growth Centre will be initiated. The Urban Growth Centre which encompasses the existing 'Central Business District' and the adjoining areas of the Gordon/Norfolk corridor and lands within the western portion of St. Patrick's Ward will be examined to implement the Provincial Growth Plan provisions for this significant population and employment growth node in the City.

3. York District Plan

Phase III of the York District Study will be completed to provide direction with respect to the land use designations, form and scale of development in this important employment district of the City. Opportunities for innovative implementation of the Community Energy Plan will be emphasized.

4. Community Energy Plan (CEP)

It is important to continue economic growth while substantially reducing the environmental footprint. The Official Plan policies will be refined, and guidelines and appropriate zoning changes will be developed to implement the Community Energy Plan. Essentially, the Community Energy Plan will form the basis for how areas of the City can be developed and redeveloped. This will include "best practice" research in order to determine the best approaches for reducing energy use and to cut greenhouse gas emissions as the City continues to grow. Particular attention will be given to innovative built form designs, alternative energy (renewable and recovered), district heating opportunities, Leadership in Energy and Environmental Design (LEED) and other building standards.

5. Natural Heritage Study (Phase 2)

Phase 2 of the Natural Heritage Strategy will be finalized in the summer of 2008. Dougan and Associates, the consultant preparing the strategy, will be identifying locally significant natural areas that should be protected. This study will impact future development potential within identified sensitive areas. This information, coupled with the existing natural heritage framework in the exiting Official Plan, will further the environmental sustainability of the community. The planning methodology taken in this natural heritage study is consistent with the natural heritage system planning approach advocated in the Provincial Growth Plan and the Provincial Policy Statement (PPS).

6. The South Guelph Reserve Lands

The next phase of the Local Growth Strategy will outline the basic background planning elements that will serve as the foundation for a special study of development options for the Reserve Lands in south Guelph. Inputs to this process will consist of the existing Secondary Plan that exists for the area (from Official Plan Amendment Number 2) and from other studies underway that will lay the planning work foundation for this area. In particular, the results of the Natural Heritage Study, the Community Energy Plan and the potential implications of the *Clean Water Act* will be important components applied to the planning for this area.

7. Financial Implications

Watson and Associates has been retained to provide a high level overview of 'costs of growth' in 2007. Phase 2 which will be a more detailed analysis based on the recommendations of this report will be examined in 2008 since it is crucial to understand the costs associated with the design, construction, operation and maintenance of infrastructure.

In addition, Watson has been retained by the City to review and update the Development Charges by-law. The cost of infrastructure for both hard and soft services and based on the provisions of the recommended Local Growth Strategy will be investigated by the various service areas in City Hall, e.g. water supply, wastewater supply, transportation services (road and all other non-auto transport modes), solid waste, planning for conveyance/storage of water and wastewater, and storm water management. This information will help to form the basis of a new Development Charges By-law.

8. Community Survey

A community survey will be completed to gauge public acknowledgement and acceptance of the planning framework recommended in this report. This survey will be patterned on the telephone survey completed at the beginning of the local growth planning exercise in 2006. The survey will reexamine some of the issues that were asked at the beginning of the growth planning exercise, but will also gauge receptiveness to the new planning form that is being contemplated in order to ensure conformity to the Provincial Growth Plan.

9. Community Hard Services

In addition to the cost of services, the Official Plan Update will address the location and design of hard services such as the identification of the new transit station, transit corridors, bicycle lanes, trails, etc., aimed at creating a pedestrian oriented and transit supportive community. In addition, opportunities for rail connectivity for both goods and people movement will be assessed, and applicable provisions incorporated into the Official Plan.

10. Community Soft Services

It is important to determine if the anticipated residential growth is enough to support additional community facilities and if existing facilities have additional capacity. Staff will work with City departments and community partners to examine implications of "soft" community infrastructure provision to match population growth (e.g. health care, education, parks, recreation and cultural services). Community consultation will be initiated with sectors outside of the service areas at City Hall. The City will initiate its 'Parks, Recreation and Culture Master Plan' to examine this portion of the soft infrastructure needs of the community.

11. Development Priorities Plan

The City's Development Priorities Plan will address the scheduling of development activities across the City, i.e. within the 'Built-Up' area as well as 'Greenfield' areas.

3.0 CONCLUSION

Based on the information known today and in keeping with the Places to Grow Plan and the City's Official Plan policies which are based on the environmental, social and fiscal bottom line, an anticipated population of 165,000 can be accommodated within the current boundaries of Guelph until 2031. The Provincial Growth Plan provides for a 10 year review as well as 5 year population reviews which can be coordinated with the City's Official Plan update which also is required to take place every five years. These provisions are in place so that a regular review of circumstances can occur to determine if change to the City's Official Plan is needed. Development should occur at the highest density possible while still meeting livability and sustainability objectives. Density should be optimized so as to:

- Increase residential population in Downtown
- Ensure a high level of livability
- Achieve, where appropriate, mixed-use neighbourhoods
- Increases the diversity of housing.

It must be ensured that growth and redevelopment account for the natural limits on water supply, waste water treatment and impacts on the natural environment. The approach taken in this report is to be conservative from an environmental perspective, but allows for flexibility so that the City can respond to changing economic, social, cultural and environmental conditions in the future.

Information reports will be provided to Council from time to time in 2008 to keep Council apprised of progress with the implementation of the City's Growth Plan. Consultation will continue with interested stakeholders as well as statutory open houses and public meetings in accordance with the *Planning Act* and the *Places to Grow Act*.

Corporate Strategic Plan:

All Goals – namely:

- 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 3: A diverse and prosperous local economy
- Goal 4: A vibrant and valued arts, culture and heritage identity
- Goal 5: A community-focused, responsive and accountable government
- Goal 6: A leader in conservation and resource protection/enhancement.

Financial Implications:

Costing implications to be examined by Phase II of Growth Fiscal Impact Analysis (to be completed in conjunction with the Development Charges 2008 Update)

Departmental Consultation:

All service areas internal to the Guelph City Corporation have been consulted in the formulation of the growth strategy.

Communications:

All materials used in the formulation of the growth strategy have been placed on the City's web page. A Community Advisory Committee selecting by City Council has assisted staff in the formulation of the growth plan.

A significant amount of public engagement has been used to derive some consensus on the priorities for action for the City. Consulting reports have been commissioned to assist staff in examining alternative courses of action to plan for the City's future.

Attachments:

Schedule A Delineation of the Places to Grow (P2G) draft Guelph 'Built Boundary' (also illustrates Urban Growth Centre, 'Built-Up' Area, and 'Greenfield' Area) Guelph 2001 Official Plan Existing 'Land Use' Schedule – Summarized Existing Schedule B Residential and Employment Intensification Policy Base Schedule B1 Potential Residential Intensification Provisions within the Current Guelph Official Plan Schedule C Local Growth Management Strategy Process and Detailed Work Completed Schedule D Local Growth Strategy 'Community Advisory Committee' Membership Schedule E Local Growth Management Strategy - Summary of the City's Consultation and Study Process to the End of Phase III Schedule F Population Growth Scenarios for 2031 Watson and Associates Economists – "Fiscal Impacts of Proposed Growth Options -Schedule G December 11, 2007" Schedule H Residential Intensification Opportunity Areas within 'Built-Up' Area Schedule I Meridian Planning Consultants "Strategic Directions for Growth Management -Summary of Directions (December 2007)"

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Prepared By: Paul Kraehling Senior Policy Planner 519 837-5616 x2268 paul.kraehling@guelph.ca

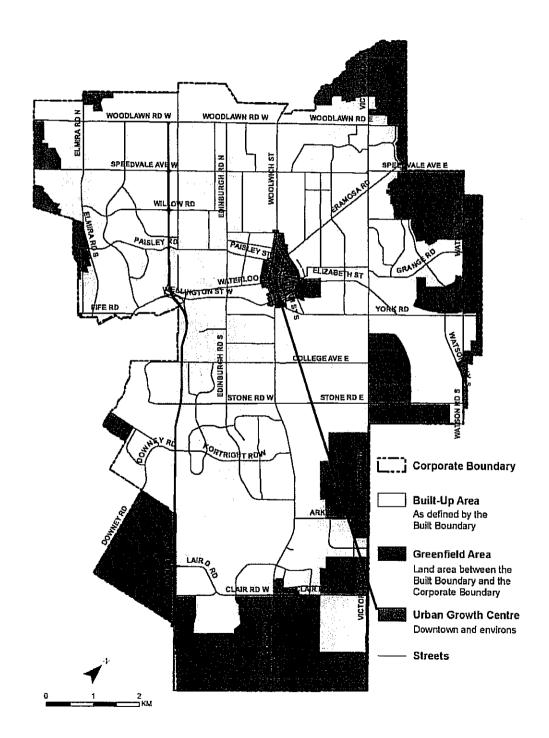
Prepared and Recommended By: Marion Plaunt Manager of Policy Planning and Urban Design 519 837-5616 x2426 marion.plaunt@guelph.ca

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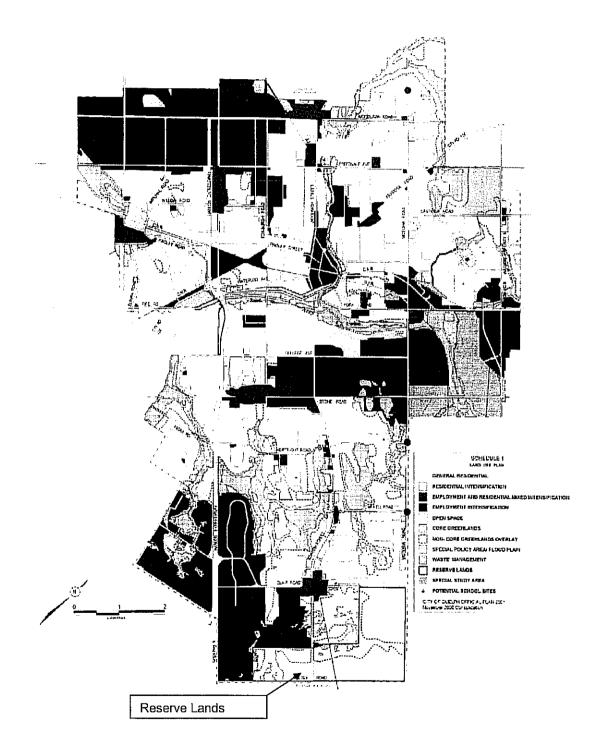
Recommended By: James N. Riddell Director of Community Design and Development Services 519 837-5616 x2361 jim.riddell@guelph.ca

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Schedule A Delineation of the Places to Grow (P2G) draft Guelph 'Built Boundary' (also illustrates Urban Growth Centre, Built-Up Area, and Greenfield Area)



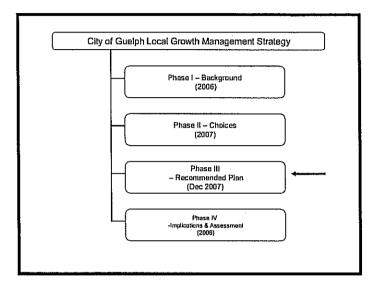
Schedule B Guelph 2001 Official Plan Existing 'Land Use' Schedule – Summarized Existing Residential and Employment Intensification Policy Base



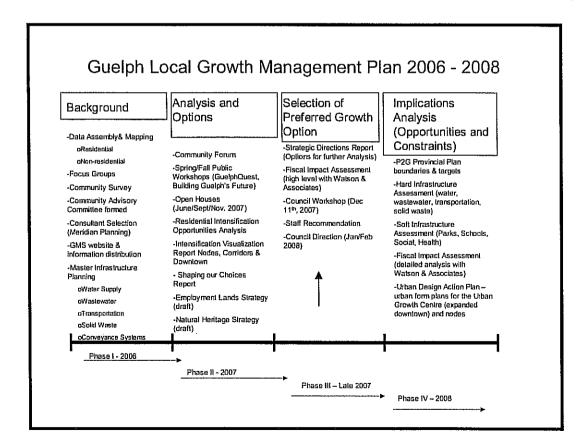
SCHEDULE B1	
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Potential Residential Intensification Provisions within the Current Guelph Official Plan on a Net Property Area Basis

	on a Net Property Area Basis
Designation	Density
Medium Density Residential	Maximum net density of 20 -100 units per ha
High Density Residential	Maximum net density 40 -150 units per ha
Central Business District	Max of 200 units per net ha subject to compatibility with the adjacent residential areas and the urban built form
Mixed Use Nodes	Maximum net density 20 -150 units per ha
Intensification Area	Maximum net density 20 -150 units per ha
Neighbourhood Commercial Centre	Maximum net density 20 -100 units per ha
Mixed Office Residential	Maximum net density 100 units per ha
General Residential	Maximum net density of 100 units per ha (accessory apartments, lodging houses, coach houses/garden suites)



Schedule C - Generalized Overview of Growth Management Preparation Process



Schedule D – Guelph's Local Growth Management Strategy Community Advisory Committee Membership, 2006 - 2008:

Lise Burcher, City of Guelph Councillor (2007-2008) Laura Bailey, City of Guelph Councillor (2006) Astrid Clos, Guelph Development Association Gary Cousins, County of Wellington Jan Craig, Public Health Unit Chuck Cunningham, University of Guelph David Douglas, United Way of Guelph and Wellington Karen Farbridge, Mayor of Guelph (2007-2008) Lloyd Grinham, Guelph Arts Council Maggie Laidlaw, City of Guelph Councillor Bill Mungall, Community Member Fred Natolochny, Grand River Conservation Authorty Kate Quarrie, Mayor of Guelph (2006) Jim Riddell, City of Guelph Community Design lan Smith, Chamber of Commerce Dan Schnurr, City of Guelph Councillor (2006) Anne Waller, Community Member Brad Whitcombe, Township of Puslinch Mayor Chris White, Township of Guelph-Eramosa Mayor

- other invited guests: Dwayne Evans, Ministry of Municipal Affairs and Housing Members of the public

Schedule E

Local Growth Management Strategy - Summary of the City's Consultation and Study Process to the End of Phase III

a) Community Consultation

The process has involved significant community stakeholder engagement via techniques that have included surveys, public meetings, stakeholder meetings, open houses, and innovative workshops. For example, the process has included several new public engagement tools, namely:

- the use of the 'GuelphQuest' software tool (developed by Envision Sustainability Tools Inc.) to engage the community in discussions regarding long term (2001-2041) growth options for the City and region, including trade-offs in economic, social/cultural and environmental factors, and
- a workshop based, hands-on 'Building Guelph's Future' exercise with "blocks and chips" that were used to examine alternative residential intensification options at a neighbourhood scale (amount, location, form), and finally, considerations for population allocation at a city-wide planning level.

In addition to the community input derived from the Local Growth Strategy, staff have also given consideration to comments derived from the City's Strategic Planning process conducted in the summer of 2007.

b) Background Consultant Reports

A number of consultants were engaged to assist the City with its planning exercise, including:

(i) Meridian Planning Consultants Inc. (Meridian)

Meridian was responsible for the consideration of planning options toward a preferred growth strategy for Guelph. Meridian prepared the following reports as background to the formulation of a Local Growth Strategy. However, it is important to note that these reports were based upon a population of 175,000 -195,000 in an attempt to consider a range that was generally within the Provincial Growth Plan forecasts for Wellington/Guelph¹:

- The Context (Sept. 2006)
- Shaping our Choices (Sept. 2007), and
- Strategic Directions (Dec. 2007).

The Strategic Directions Report received by Council in December 2007 came to a number of conclusions and these are outlined in **Schedule 'J'** - Strategic Directions for Growth Management - Summary of Directions.

(ii) Watson & Associates Economists Ltd. (Watson)

Watson was retained by the City to examine the implications of growth from a municipal finance perspective. Watson's "high level overview" assessment was for 3 different 2031

¹ Greater Golden Horseshoe Plan, Schedule 3 - 321,000 population allocation for 2031 for Wellington and Guelph combined

population scenarios - 155,000 (status quo), 175,000 and 195,000 and was completed during the fall 2007. A presentation of the consultant's findings was outlined at a Council meeting on December 11, 2007. A copy of the presentation, entitled "Fiscal Impact of Proposed Growth Options" is included in **Schedule 'G'**.

The salient conclusions from this report are:

- The Development Charges Act does not provide for the full recovery of capital costs, and
- The financial impact of each scenario increases as the population increases and places a higher burden on existing and future taxpayers.

(iii) PlanningAlliance Urban Design Consultants

PlanningAlliance completed visual simulations for alternative intensification 'node and corridor' growth forms (with associated density calculations as per the provisions of the Provincial Growth Plan). Their work was completed over the summer of 2007, and examined the existing built form and alternative intensification scenarios for four areas in the City – the Gordon Street node at Wellington, the Willow West Mall area, the Gordon/Clair area and the Speedvale Avenue corridor at Woolwich. These areas were selected for review as they represented the best intensification opportunity areas that are available for infill, rejuvenation and redevelopment in the City. A summary of the compiled information was presented at a public Open House in September 2007.

This visual material was used as a support tool in the fall 2007 workshop series entitled 'Building Guelph's Future'. The scenarios explored various levels of intensification in terms of height, scale and density of urban form. The material was compiled into a report entitled "Nodes Corridors and Downtown Intensification Visualization", September 2007.

c) Community Energy Plan

The Community Energy (CE) Plan was adopted by City Council in April 2007, and serves as one of the basic cornerstones for the preparation and implementation of the Local Growth Plan for the City. The CE Plan sets aggressive but still realistic targets for energy reduction targets for the community over the next 25 years. There are significant energy reduction opportunities identified in the Plan for the transportation system, i.e. increased use of transit, and a development form that emphasizes increased urban density and compactness.

Energy use reduction, with also associated decreased greenhouse gas emissions, will enable the City to conform to the conservation provisions of the Provincial Growth Plan (as outlined under Section 4.2.4) and also the provisions of Part 2 (e) of the *Planning Act*².

² Part 2 (e) of the Planning Act - the supply, efficient use and conservation of energy and water.

d) Background City Reports for Growth Management

City planning staff completed two land inventory analysis to identify opportunities for residential and employment uses and to aid in the establishment of a preferred long term growth form for Guelph. The two inventories were:

- Potential development inventories for the City of Guelph non-residential units and space (2006), and
- o Residential Intensification Analysis Report (Fall 2007).

e) Other Background Inputs

A number of other documents and studies coming out of current planning processes in the City have been considered in the preparation of the Local Growth Management Strategy recommendations. The following have been considered:

- Natural Heritage Strategy (initiated in 2004)
- o Brownfield Redevelopment Community Improvement Plan (2004)
- o Transportation Master Plan (2005)
- o Water Supply Master Plan (Sept 2006)
- o York District Special Study Area Background Study (initiated 2005)
- City of Guelph Strategic Plan 2007
- o Wastewater Treatment Master Plan (initiated May 2007)
- o Urban Design Action Plan (initiated in spring 2007)
- Water and Waste Water Conveyance Master Plan (2007)
- Solid Waste Resources Strategic Plan (initiated in 2007)
- Community Improvement Plan for Downtown (initiated Fall 2007)
- City service area input, i.e. environmental services, community design and development (engineering), economic development, finance
- Provincial Public infrastructure Renewal Technical Reports for the setting of the "built boundary" and the limits of the "urban growth centre" (downtown and area).

Throughout the past 2 years, background information has been generated, synthesized and analyzed. All of the material has been classified, and stored on the City's web page at Guelph.ca. Hard copy information is also available in the CDDS – Planning Services office. The City planning process has been engaging, transparent, and inclusive.

Sch	edule 'F' - Population Growth Scenarios for 2031 - Including Key 'Place	s to Gro	w' (P2G)	Develop	men	t Cri <u>ter</u> ia	anc	Local Ca	arrying C	apac	ity (Con	sideratio	ns
	ation (in number of people)									<u> </u>	—	-		
Schedules	0 14 5 5 9 0 12 9 0 12 9 0 12 9 0 12 9 10 12 9 10 12 10 12 10 10 12 10 10 10 10 10 10 10 10 10 10 10 10 10	Change from current 'build out'	Change from 2005 Population Base	Greenfield growth (Number)	Intensification growth (Percent)	Intensification growth (Number)	Exceeds Intensification potential	Intensification room to maximum potential of 45250 people (Note 4)	Annexation potential	Water capacity	Wastewater capacity	Waste Management capacity	2031 Population	Key issues
	Current build-out estimate - 155,000 population (Note 1) (Status Quo Scenario)						_							does not address Places to Grow (P2G) population allocation for this area
					<u> </u>				. <u></u>					
3	Extension of Guelph's Current Planned Growth Rate 1.5%/Year population increase) to 2031 without P2G inceased density targets consideration (Note 2)	10,000	50,000	25,000	-	15,000	-	-	moderate	yes	yes	?	165,000	some annexation required to accommodate additional 10,000 people above City's 'build out' estimate
31	Extension of Guelph's Current Planned Growth Rate (1.5%/Year population Increase) to 2031 with P2G density targets (increased greenfield and built area densification considerations) (Note 3) +++ PREFERRED POPULATION SCENARIO +++	10,000	50,000	28,000	44%	22,000	No	24,250	low	yes	yes	7	165,000	reflects new 'build-out' for the City; below forecast allocation expectations for P2G
4	Future moderately higher population target with min. P2G density targets (Note 5)	20,000	60,000	36,000	40%	24,000	No	22,250	moderate	yes	ло	?	ŗ	8000 person shortfall in 'Greenfield' area with min P2G densities; annexation required; long term infrastructure questions with pop >165k
4	Future moderately higher population target with min. P2G greenfield density development target & Increased built area intensification (53%)	20,000	60,000	28,000	53%	32,000	No	14,250	law	yes	no	?		achieving increased intensification unlikely
4	Future moderately higher population target with increased density in non- approved greenfield development areas and minimum built area intensification (40%) (Note 6)	20,000	60,000	36,000	40%	24,000	No	22,250	moderate	yes	no	7	175,000	high greenfield densilies unlikely; some 'Greenfield' annexation required
5	Future higher population target with min. P2G density targets (Notes 5 and 7)	40,000	80,000	48,000	40%	32,000	No	14,500	high	?	no	?		significant 'Greenfield' annexation; greater long- term infrastructure questions at 195k, e.g. all new water supply options must be met
5	Future higher population target with min. P2G greenfield density development target & increased built area intensification (65%)	40,000	80,000	28,000	65%	52,000	Yes	-5,750	low	7	ло	?		exceeds Intensification polential, i.e. servicing difficulties
5	Future higher population target with increased density in non-approved greenfield development areas and minimum bullt area intensification (40%) (Note 6)	40,000	80,000	48,000	40%	32,000	No	14,500	medium	?	no	?	195,000	high greenfield densitles unlikely; 'Greenfield' annexalion required
	Build out condition based on current Official Plan designations, and includes development within the 'Res	erve Lands'	designation in	south Guei	iph; inc	ludes devel	ортвл	ı of all lands ir	n the City in p	- 	21 lime	aframe	e (source 200	3 DC Sludy)
יי די	Reliects extension of 'status qua' scenario from current Official Plan 2001-2021; Current official plan land													
2) 10 10	Reflects extension of status que scenario from current Oricla Plan 2001-2021, Current Oricla plan and Reflects current planned rate of growth increase (1.5%/Year) but with increased intensification targets, i.e.									otal po	oulatio	on ass	ioned to 'Buil	l' area locations
90	Total Intensification within a P2G planning framework, i.e. low density area intensification @ 6,250 persor										lad -	28.00	il papele	
9 of 10	Assumes minimum 50 residents/hectare in greenfield locations & 60% of future growth in greenfield locat													
6)	Increased greenfield density above P2G minimum on non-approved lands within the City set at 75 person									pmenl	of 12,	800 p	= 33,500 101a	ai persons
7)	Based on available information from the County and in consultation with the Province, the higher population	n number i	of 195,000 wa	uld meet the	PIR L	arget for We	llingtan	a & Gueiph in I	lhe P2G Plan					
• • • •	Summary of Alternative Scenarios for Population		Guelph's L	.ocal Growth	Mana	gement Sira	tegy							December 2007

Schedule G – Watson and Associates Economists-Fiscal Impacts of Proposed Growth Options December 11, 2007

City of Guelph

Fiscal Impact of Proposed Growth Options

December 11, 2007

Watson & Associates Economists Ltd.



Purpose of Financial Review

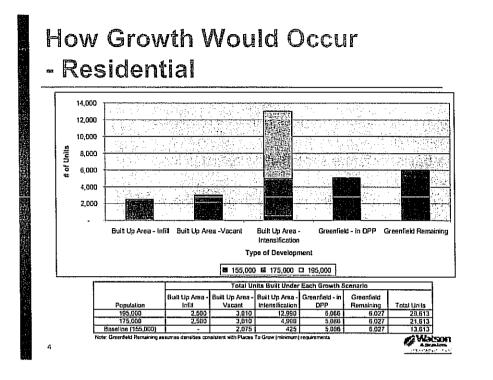
- To overview the implications of growth from a municipal finance perspective
- To provide a basis for future strategies to assist in long term decision making by Council
- To assist Council in developing policies to guide the preparation of operating and capital plans... understanding what choices are available and the implications of those choices
- Note that this is an "order of magnitude" evaluation to assess the differences between the levels of growth – this evaluation will be subsequently refined



Growth Options Considered

- In conjunction with Guelph's Local Growth Management Strategy and the Province's Places to Grow Legislation, Planning has been conducting community workshops to assist in developing the long term vision for Guelph.
- □ The financial impact of three population levels were considered:
 - 155,000 (status quo baseline for comparative purposes only)
 - ∎ 175,000
 - 195,000



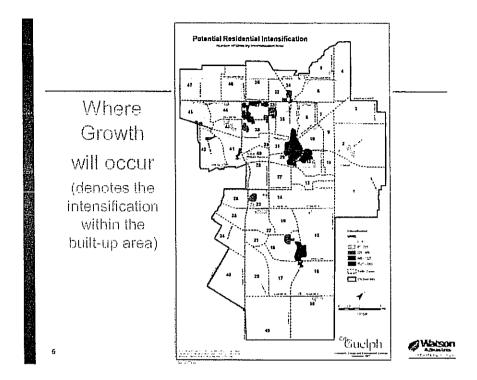


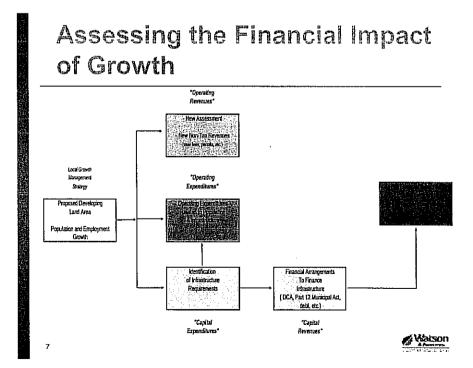
How Growth Would Occur - Non-Residential

	Employment										
Scenario											
(Pop Growth)	Commercial	Industrial	Intitutional	Total							
195,000 (b)	19,808	17,980	7,114	44,902							
195,000 (a)	17,011	15,411	6,109	38,531							
175,000	14,671	13,317	5,269	33,257							
155,000	8,197	13,143	5,431	26,771							

- Note that for the employment targets for the 195,000 scenario, are not attainable within the present City boundaries
- 195,000(a) identifies employment growth that can be accommodated within the present boundaries whereas 195,000(b) would requires additional land to be added

#Watson





Financial Impact of Growth Options

- We have considered the impacts of the three growth options
- To compare each option, we have approached the analysis on an "incremental" basis so the incremental revenues, property taxes, capital spending, operating costs and net impacts can be easily compared
- Note that subsequent to the selection of the final growth option, we will proceed to undertake a detailed financial impact assessment and corresponding DC study

Watson

Capital Expenditure Impact

Capital Spending

- We have reviewed the capital needs via:
 - Review of the 2008-2017 capital forecast
 - Discussions with staff for the services most affected by growth (i.e. transportation, transit, water, wastewater, stormwater, parks, recreation) - note that this is preliminary and will be refined in the next stage
 - For other services where DC service standards were available, we maintained the present level of service
 - For Corporate Services (i.e. Administrative Space) we use the observations and recommendations arising from that study
 - For all other service we made a general provision towards capital (daycare, health, social services, homes for the aged, etc.) we made a general provision of \$1,000 per capita
- A summary of capital needs is provided in the following slides

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Capital Spending Summary

	Base Line	Scenario 2	Scenerio 3	
	Capital	Capital	Capital	
Service	Cost	Cost	Cost	
	2008 - 2031	2008 - 2031	2008 - 2031	
Corporale Services	56,950,000	66,950,000	76,950,00	
Hospilal & Ambulance	12,769,836	19,212,057	25,657,96	
Cultural	12,700,000	12,700,000	12,700,00	
Transportation	265,357,000	273,357,000	288,857,00	
Transit	25,670,533	56,670,533	96,230,53	
Public Works	4,705,480	7,451,340	10,005,02	
Storm Water Management	66,262,500	79,515,000	66,350,00	
Fire/Police	17,796,024	21,639,737	25,465,86	
Recreation	42,243,000	107,443,000	112,609,65	
Parks	33,012,680	51,976,290	71,097,97	
Library	21,965,196	25,173,613	27,831,80	
Water Supply	75,959,000	175,119,938	260,153,75	
Water Distribution	67,542,000	92,964,000	112,142,00	
Wastewaler Treatment	71,400,000	105,400,000	166,800,00	
Wasiewaler Collection	26,796,000	66,562,000	96,596,00	
General Provision-All Services	34,460,000	54,255,000	74,215,00	
TOTAL	835,589,250	1,217,409,507	1,545,662,57	

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General Comments on Capital Spending and Growth

- Water supply and wastewater treatment appear to be attainable up to 175,000 people – past that, engineering solutions may be available but at a substantial cost
- Water distributions and wastewater collection systems – for the Baseline (155,000) population nominal existing main replacement will be needed – for 195,000 – extensive replacements needed especially in high density areas such as the downtown (and fringe) and certain nodal areas



General Comments on Capital Spending and Growth

- Transportation master plan road expansions provided (this considered 150,000 population) – assumed a shift to transit and alternative modes – for 195,000, may experience traffic congestion especially in the downtown area
- Stormwater needs to be investigated in detail estimates based on area calculations
- Parkland acquisition of additional lands will be limited will require intensification of existing parks and may require some open space parkland to be converted to active parkland
- Recreation generally maintains existing levels of service – may also need to be located on parklands

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Capital Funding



Commentary on Present DCA Regime

- The Development Charges Act growth does not provide for the full recovery of the capital costs due to:
 - Exempted services
 - Mandatory reductions
 - Service standard restrictions
 - Mandatory exemptions
- As well, the requirement to replace and expand infrastructure within the existing boundaries requires the recognition of the benefit to existing residents by having a portion of the cost paid for by taxes/rates.
- The detail of gross costs less reductions/deductions is provided in the following tables



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Capital Funding - Baseline Scenario (155,000 Population)

	Capital		Dedu	tions		Net	10%	ĐC
Service	Cast	laefigible	Existing	Post Period	Standard	Growth-Related	Reduction	Esgèle
	2008 - 2031		Benefit	Benefit		Capital Exp.		Capital Exp.
Corporate Services	56,950,000	(25,487,500)	(26,848,000)	-	-	4,614,500	(461,450)	4,153,05
Hospital & Ambulance	12,769,636	(12,000,000)	•	•	•	769,836	(75,984)	692,85
Cultural	12,700,000	(12,700,000)	•		<u> </u>	-	-	
Transportation	265,357,000	(17,971,650)	(106,699,250)		(11,947,000)	128,739,100	-	128,739,10
Transit	25,670,533	-	-	-	(18,674,590)	6,995,943	(699,594)	6,296,34
Public Works	4,705,480	-	(1,378,400)	-	•	3,327,060	-	3,327,08
Storm Water Management	66,262,500	•	(\$3,252,500)	-	-	53,010,000	•	53,010,00
Fire/Police	17,796,024	•	(7,138,00D)	(4,300,000)	(400,845	5,957,179	•	5,957,17
Recreation	42,243,000	•	(724,300)	(1,500,000)	(15,034,134	Z4,984,566	(2,498,457)	22,486,11
Parks	33,012,680	•	•	-	{1,742,047	31,270,633	{3,127,063}	28,143,57
Library	21,965,196	-	(6,920,000)	•	{9,056,924	5,988,272	(598,827)	5,389,44
Water Supply	75,959,000	-	•	•	•	75,959,000	-	75,959,00
Water Distribution	67,542,000	-	(11,400,000)	•	•	56,142,000	-	58,142,00
Wastewater Treatment	71,400,000	-	(32,227,149)	-	•	39,172,851	•	39,172,8
Wastewater Collection	26,796,000	•	(2,160,000)		-	24,636,000		24,636,0
General Provision-All Services	34,460,000	(34,460,000)	-		•	•	-	
TOTAL	835,589,250	(102,619,150)	(208,747,599)	(5,600,000)	(56,855,539	461,566,962	(7,462,375)	454,104,5

* Solid WasterRecycling Capital - has been incuded in operating budget as a contracted service for the purposes of this analysis.



Capital Funding - 175,000 Population Scenario

	Capital		Dedu	clions		Net	10%	DC
Service	Cost	Ineligible	Existing	Post Period	Slandard	Growth-Related	Reduction	Eligible
	2008 - 2031		Benefit	Benefit		Capital Exp.		Capital Exp.
Corporate Services	66,950,000	(35,487,500)	(26,848,000)	•		4,614,500	(461,450)	4,153,05
Hospital & Ambulance	19,212,057	(18,000,000)			-	1,212,057	(121,206)	1,090,85
Cultural	12,700,000	(12,700,000)	-	-	•	-	-	
Transportation	273,357,000	(17,971,650)	(\$10,699,250)		(15,947,000)	128,739,100	-	128,739,10
Transit	56,670,533		(3,100,000)		(43,255,640)	10,314,893	(1,031,489)	9,283,40
Public Works	7,451,340	•	(2,170,200)	-	-	5,281,140	•	5,281,14
Storm Water Management	79,515,000	-	(15,903,000)	•	•	63,612,000	_	63,612,00
Fire/Police	21,639,737	-	(7,138,000)	(2,150,900)	(1,544,338)	10,707,399	-	10,707,39
Recreation	107,443,000	-	(12,024,300)	(750,000)	(61,941,653)	32,727,047	(3,272,705)	29,454,34
Parks	51,976,290	•	-	-	(11,958,001)	40,018,289	(4,001,829)	36,016,46
Library	25, 173,613	-	(6,920,000)	•	(10,563,418)	7,690,195	(769,019)	6,921,17
Water Supply	175,119,936	•	(19,832,188)	•	-	155,287,750	•	155,287,75
Water Distribution	92,964,000	-	(\$6,484,499)	•	-	76,479,600	-	76,479,60
Wastewater Treatment	106,400,000	-	(32,227,149)		•	74,172,851		74,172,05
Wastewater Collection	66,582,000	-	(10,117,200)	-	•	56,464,800	-	56,464,80
General Provision-Al Services	54,255,000	(54,255,000)	-	-	•	•	•	
TOTAL	1,217,409,507	(138,414,150)	(263,463,686)	{2,900,000}	(145,310,051)	667,321,620	(9,657,698)	657,663,92

Solid Wasterflecycling Copital - has been incuded in operating budget as a contracted service for the purposes of this analysis.

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Capital Funding - 195,000 Population Scenario

	Capital		Dedu	tions		Net	10%	DC
Service	Cost 🐬	tnaligible	Existing	Post Period	Standard	Growth-Related	Reduction	Eligible
	2008 - 2031		Benefit	Benefit		Capital Exp.		Capital Exp.
Corporate Services	76,950,000	(45,487,500)	(26.848,000)	•	•	4,614,500	(461,450)	4,153,050
Hospital & Ambulance	25,657,963	{24,000,000}	-	-	•	1,657,963	(165,796)	1,492,167
Cultural	12,700,000	(12,700,000)	-	-	-	-	-	•
Transportation	288,857,000	(17,971,650)	(114,699,250)	•	(19,947,000)	136,239,100	-	136,239,100
Transit	96,230,533	-	(7,056,000)		(73,274,194)	15,900,339	(1,590,034)	14,310,305
Public Works	10,005,020		(2,968,600)	+	-	7,036,420	-	7,036,420
Storm Water Management	88,350,000	-	(17,670,000)	-	-	70,680,000		70,680,000
Fire/Police	25,465,867	-	(7,138,000)	-	(5.114.921)	13,212,947	-	13,212,947
Recreation	112,609,667	•	(15,615,967)	-	(52,995,094)	43,998,606	(4,399,861)	39,598,745
Parks	71,097,970	-	•	•	(16,141,559)	54,956,411	(5,495,641)	49,460,770
Library	27,831,609		(6,920,000)		(10,399,663)	10,511,946	(1,051,195)	9,460,751
Water Supply	260,153,750	-	(36,836,950)	•	•	223,314,800	-	223,314,800
Water Distribution	112,142,000		(20,320,000)		-	91,622,000	•	91,822,000
Wastewaler Treatment	165,800,000	•	(32,227,149)		-	134,572,851	-	134,572,85†
Wastewater Collection	96,596,000	-	(16,120,000)	•	•	80,476,000	•	80,476,000
General Provision-All Services	74,215,000	(74,215,000)			-	-	-	•
TOTAL	1,545,662,579	(174,374,150)	(304,421,915)	-	(177,872,631)	888,993,883	(13, 163, 976)	875,829,906

Solid WasterRecycling Capital - has been incuded in operating budget as a contracted service for the purposes of this analysis.

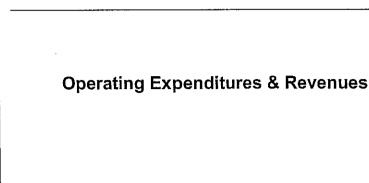
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Capital Funding Summary

	Capital Cost	DC Recove (estin		To be Funded by Taxes/Rates
	2008 - 2031	5	%	or Olher Rev.
TOTAL - Base Line (155,000 popn)	835,589,250	454,104,587	54.3%	361,484,663
TOTAL - Scenario 2 (175,000 popn)	1,217,409,507	657,663,922	54.0%	559,745,585
TOTAL - Scenario 3 (195,000 popn)	1,545,662,579	875,829,906	56.7%	669,832,673



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Operating Budget Forecast

- Forecast has looked at existing spending levels for each service - some reduction for general government and planning where some economies of scale may be experienced
- Costs are net of capital related expenditures (i.e. debt, transfers to capital and reserves)
- Costs represented on a per household and per employee basis and used to forecast operating expenditures as growth occurs
- Net non-recoverable capital is added assume debt financing over 10 years
- Provision also made over the long term for asset management related to new infrastructure

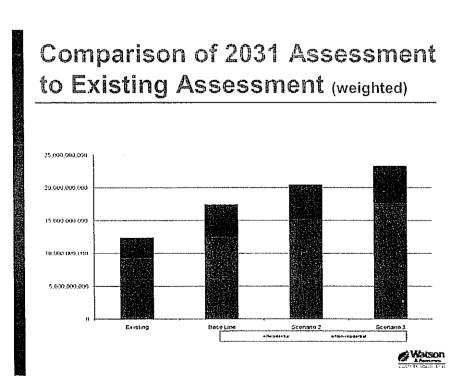


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Operating Revenues

- □ Similar approach used for non-tax revenues
- Considered those revenues which would vary with development
- Also looked at new assessment to be generated based on new development
- Sampled different forms of housing in some cases used samples from other areas in order to reflect the vision of built form for the scenarios
- □ Provided averaged assessment by housing category
- Note that for intensification, reductions were made to reflect the removal of existing units to make available land for intensification

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Net Impact of Development - Baseline (155,000 Population)

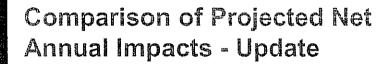
			1		(200	DG \$}		
			2008	2011	2016	2021	2026	2031
1.	Heve							
	1.1	Property Tax'						
		2008-2031 Residential Growth	2,116,963	8,467,854	19,052,672	26,234,311	31,005,763	31.862.084
		2008-2031 Non-Residential Growth	782,051	3,048,203	6,658,458	10,688,711	14,478,965	18,269,220
		Total Property Tax Revenue	2,879,014	11,516,057	25,911,130	36,903,022	45,484,728	50,171,30
	1.2	Non-Tax Revenues (User fees, feres, fin	es, permila, etc.)					•
		2008-2031 Residential Growth	1,959,537	7.836,146	17,835,834	24,464,918	29,058,872	29,903,01
		2008-2031 Non-Residential Growth	437,644	1.751,365	3,940,580	0,129,791	8,318,005	10,508,21
		Total Non-Tax Revenue	2,397,381	9,569,513	21,578,414	30,594,709	37,377,877	40,411,23
	1.3	2006-2031 Residential Growth	4.078.500	16.308.002				
		2008-2031 Non-Residential Growth	4,075,500	4,799,568	36,685,505	50,699,229	60,064,635	61,785,09
			1,199,895	4,799,568	10,789,038	16,798,502	22,797,970	25,797,43
		Existing Tax Revenue		-	-		-	•
	1018	Revenue	5,276,395	21,105,570	47,467,544	67,497,731	82,662,605	90,682,53
2	Espe	nditures						
	2.1	Operating						
		Total Operating Expenditures	3,828,892	15,321,392	34,473,125	48,786,903	59,456.059	64.018.11
	2.2	Capital						
		Provision for Capital (@25%)	957,223	3,830,348	8.615.261	12,106,726	14,864,515	16,004,52
		Development Specific	-	17,032,749	30,757,193	21.013.769	13,127,195	14,602,95
	Tola	i Expenditures	4,786,115	36,184,489	73,848,600	81,997,398	87,449,771	94,025,50
3.		al Surplus (Deficil)	490,280	(15,078,919)	(26,361,056)			[4,243,06
	Cum	utative Surplus (Deficit)	490,260	[33,160,293]	(142,111,409)	(253,772,718)	(296,622,008)	(318,835,20
2		utative Surplus (Deficit)	490,260	(22,180,292)	(142,111,409)	(253,772,718)	4	

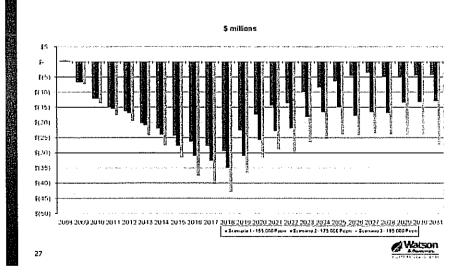
Net Impact of Development - 175,000 Population

					(200	ie S)		
			2008	2011	2016	2021	2026	2031
1.	Rever	11055						
	1.1	Property Tax*						
		2008-2031 Residential Growth	2,581,130	10,324,521	23,080,750	35,607,508	47,979,500	59,297,43
		2000-2031 Non-Residential Growth	900,252	3,601,047	8,102,355	12,603,663	17,104,972	21,606,28
		Total Property Tax Revenue	3,481,392	13,925,568	31,183,105	45,211,171	65,084,478	80,903,71
	1.2	Non-Tax Revenues (User feos, faros, fin						
		2008-2031 Residential Growth	2,136,607	8,546,427	10,102,444	29,463,398	39,692,800	49,037,61
		2008-2031 Non-Residential Grawth	596,607	2.387.224	5,371,260	0,355,293	11,339,325	14,323,35
		Total Non-Tax Revonue	2,733,414	10,933,651	24,473,704	37,818,891	51,032,125	63,360,97
	1.3	Tatal Revenue						
		2008-2031 Residential Growth	4,717,737	19,870,948	42,183,194	65,070,905	67,672,306	108,335,05
		2008-2031 Non-Residential Growth	1,497,069	5,968,271	13,473,615	20,958,956	28,444,297	35,929,64
		Estating Tax Revenue	•	•	•	-	-	-
	Total	Revenue	6,214,806	24,850,219	55,656,609	85,029,882	116,116,603	144,264,69
2.	Expe	oditizes						
	2.1	Operating						
		Total Operating Expenditures	4,474,371	17,903,914	40,072,398	61.916.218	83,641,078	103 693 62
	2.2	Capital						
		Provision for Capital (@25%)	1,118,593	4,475,979	10,018,100	15,479,055	20,085,270	25,923,40
		Development Specific		17,941,629	36,524,582	31,493,635	29,263,762	27,557,50
	Tolal	Expenditures	5,592,964	40,321,522	86,615,080	108,888,608	133,690,109	157, 174, 50
3.		ual Surplus (Deficil)	621,842	(15,462,303)	[10,950,271]			(12,009,89
_	Cum	ulative Surplus (Deficit)	621,642	(33,605,969)	[153,825,853]	(200,485,235)	(390,094,514)	[482,951,4
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Net Impact of Development - 195,000 Population

				(200B S)				
			2005	2011	2016	2021	2026	2031
1.	Rever							
	1.1	Property Tax'						
		2008-2031 Residential Growth	3.809.252	15.237.008	33.632.210	51,501,788	68.992.468	64,351,35
		2008-2931 Non-Residential Growth	1,043,878	4,175,514	9,394,904	14,614,295	19,833,687	25,053,07
		Total Property Tax Revenue	4,853,130	19,412,522	43,027,123	66,116,084	88,826,155	109,414,43
	1.2	Non-Tax Revenues (User Ices, fares, fin	ics, permits, etc.)					
		2006-2031 Residential Growth	3,179,351	12,717,404	28,036,526	42,889,280	57,405,870	70,078,29
		2008-2031 Non-Residential Growth	753,983	3,015,042	6,785,582	10,555,791	14,325,710	18,095,63
		Tolai Non-Tax Hevenue	3,933,334	15,733,346	34,822,380	53,445,971	71,731,580	08,173,93
	1.3	Total Revenue 2009-2031 Residential Growth	6,988.603	27.954,412	61,668,745	94,391,069	126,398,338	154,439,6
		2005-2031 Non-Residential Growth	1,797.661	7.191.456	16,180,788	25,170,086	34,159,397	43,148.7
		Existing Tax Revenue	-	-	-	-	-	-
	Total	Revenue	9,786,464	35,145,668	77,649,511	119,581,155	160,557,735	197,588,3
,	Evna	nditures	1					
-	2.1	Operating						
		Total Operating Expenditures	6.692.674	26,739,246	59,174,186	90,810,531	121,871,249	149,774,0
	z.z	Capital						• • • • • • • • • • • • • • •
		Provision for Capital (@25%)	1,670,669	6.684.812	14,793,547	22.702.633	30,467,812	37,443,5
		Development Specific	-	19,269,372	41,410,160	34,917,923	32,385,673	37,577,9
	Total	Espanditures	8,353,343	52,693,429	115,377,693	148,431,087	184,724,734	224,795,5
Э.	Annı	al Surplus (Deficit)	433,122	(17,547,501)	(37.526,382)	(28,669,932)	(24,166,999)	(27.207,1
	Cum	ulative Surplus (Deficit)	433,122	(38,011,409)	{178,345,235}]	(156,269,948)	[487,455,987]	1809,940,1
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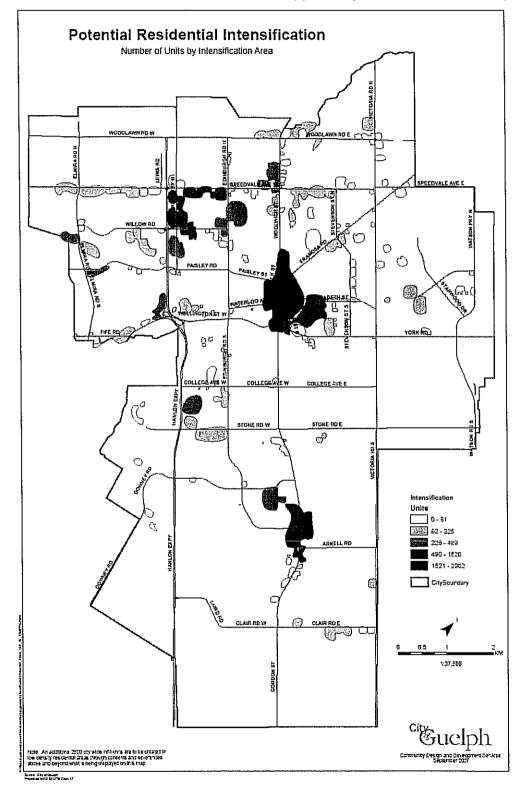
Observations and Conclusions

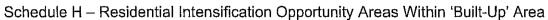
- From the analysis provided herein, the financial impacts of each scenario increases as the population (and density within existing built-up area) increases
- This is largely affected by the need to replace/reconstruct services in the older built up areas vs. the greenfield areas
- Also, as the amount of growth increases, the reductions/deduction of the Development Charges Act places a higher burden on existing and future taxpayers

Next Steps

- Upon Council's consideration and approval of the Local Growth Management Strategy, we can revisit capital needs in detailed and then proceed to undertake DC study
- Upon finalization of DC, we will undertake detailed fiscal impact assessment



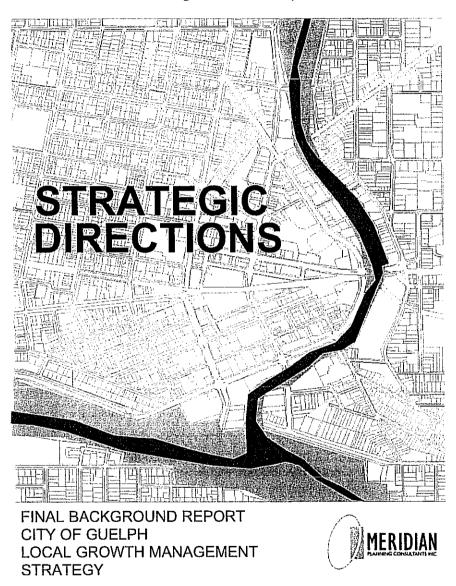




Schedule I

Meridian Planning Consultants:

Strategic Directions for Growth Management - Summary of Directions December 2007



This report sets out the basic issues to be dealt with by a growth strategy for Guelph, 2006 -2031. The reader should reference the first two reports – "Context" and "Shaping our Choices" – to have a good understanding of the background and analyses leading to this report.

Editorial Note: This report does not constitute the final recommendations for the Local Growth Strategy Study that have been adopted by the City of Guelph.

The following are the specific questions posed and strategic directions offered in answer. The full report provides the explanation and rationale for the answers given.

1. What is the appropriate growth level for 2031?

Should Guelph plan for a 2031 population of 175,000 and an employment level of 100,000? This represents an annual growth rate of 1.7% and a total population increase of 60,000 persons from the 2006 population of 115,000.

OR

Should Guelph plan for a 2031 population of 195,000 and an employment level of 110,000?

DIRECTION #1 - Guelph should plan for a 2031 population of 175,000 and an employment level of 100,000. This represents an annual growth rate of 1.7% and a total population increase of 60,000 persons.

2. What does the City need to do to ensure balanced growth?

Employment Growth No specific action is needed to ensure balanced growth.

OR

At a certain point maintaining a balance of population and employment will require a boundary adjustment would be required.

DIRECTION #2 - With a population of 175,000 an employment level of 100,000 is required to maintain a balanced and complete community. Achieving this level of employment would require an expansion of the City's boundaries in the middle part of the planning period. At the 195,000 population level the shortage of land will be commensurately greater and reached sooner.

DIRECTION #3 –In order to ensure balanced growth no commitment to a either a 175,000 or 195,000 growth level should be made without the certainty of a boundary adjustment meeting the City's needs for employment lands.

Housing Balance No specific action is needed to ensure balanced growth.

OR

The housing mix in Guelph is a reflection of the needs of the labour force and the demographic character of the City. Maintaining this

character is important to maintaining a balance of population and employment.

DIRECTION #4 – At present development rates, the available land supply for low density housing within the City's corporate boundaries could be developed within ten years. Virtually all new housing built after that point would be townhouses and apartments. This would not represent a balanced mix of housing.

DIRECTION #5 - Achieving the Growth Plan targets and policies without a boundary change will change the nature of housing produced in Guelph, and as a consequence, could potentially change the demographic make-up of the population. These impacts should be further explored should a boundary expansion not be sought.

3. What decisions must be made as a result of this process?

The City should immediately implement all aspects of the Growth Management process to ensure that the plan for 2031 can be achieved.

OR

Some elements of implementation of the Growth Management process are dependent on a variety of changes to current trends and circumstances. The City should move prudently to ensure that its goals can be achieved with a minimum of risk.

DIRECTION #6 - Implementation of the Growth Plan is based on a twenty-five year horizon; however elements of the Growth Plan and the City's Official Plan will be reviewed in five year intervals. As such the City's approach to implementation should be conservative and flexible, to be able to respond to economic, social and environmental changes, while minimizing risk to the City's goals.

DIRECTION #7 - Phasing the changing nature of the housing supply in Guelph prior to 2015 will also allow sufficient time to better understand the implications of such a change and also provide the opportunity for planning at the neighborhood level.

DIRECTION #8 - There is little certainty that there will be the demand for the mix of housing forms resulting from the achievement of the Growth Plan targets for intensification. The City should proceed slowly and with caution in making any significant financial decisions that are dependent on a dramatic change in housing preferences.

4. Should the City consider a boundary change?

Guelph will need additional land for growth to meet Provincial population and employment targets and should immediately begin consideration of the amount and most appropriate location.

Guelph will learn to live within its borders as part of the civic responsibility to be a sustainable community.

OR

Land beyond the current boundaries will likely be needed in the medium to long term to maintain a balance of population and employment at the 175,000 population level. There is no immediate need and the situation should be reviewed at each five year Official Plan review.

DIRECTION #9 - Land beyond the current boundaries will be needed in the medium to long term to maintain a balance of population and employment at either the 175,000 or 195,000 population level.

5. Is the City capable of providing the community infrastructure to accommodate growth?

The City is capable of providing the hard and soft infrastructure to accommodate the amount and forms of growth proposed.

OR

There is insufficient or uncertain capacity in the infrastructure systems either to support higher levels of growth or to provide for given levels and location of intensification.

DIRECTION #10 –The City's infrastructure systems must be designed and built to correspond to new population/employment targets for the City. At this point in time it is unclear whether adequate capacity exists to meet the 175,000 to 195,000 population thresholds. A comprehensive understanding of the long-term capacity of hard infrastructure to accommodate growth will be completed in the near future. Based on current knowledge, both water supply and wastewater treatment facilities may impose capacity limitations beyond the 165,000 population level. Making commitments to levels of growth beyond 165,000 people (with associated jobs) should not be made without an understanding of the feasibility, costs and sources of funding.

DIRECTION #11 - Implementation of the LGMS must include an analysis and understanding of the changing demand for 'soft' community infrastructure. – those elements of human services that deal with health and welfare at an individual level and quality of life at the neighborhood scale. Physical changes

provide an opportunity to enhance the City's neighborhoods if done in the right way and at an appropriate scale. This means balancing environmental, cultural and social factors with the financial implications to ensure decisions further the sustainability of the City.

6. How can the community character be maintained?

The City's current policy framework is sufficient to ensure both neighbourhood character and the City's sense of place are maintained and enhanced.

OR

Detailed local planning processes involving residents are needed to ensure the City's sense of place and neighbourhood character are maintained and enhanced, and to determine if existing areas have sufficient hard and soft infrastructure to support intensification.

DIRECTION #12 - Detailed planning at the local level is an essential next step in the transition to focusing growth in developed areas. Urban design guidelines are important and needed, and may serve as an interim measure, but should be supplemented by a comprehensive planning study at the neighborhood level that looks at cumulative impacts and relates the nature and amount of intensification to the capacity of local hard and soft infrastructure.

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	April 10, 2008
SUBJECT	Development Priorities Plan (DPP) 2008
REPORT NUMBER	08-30

RECOMMENDATION

"That the Community Design and Development Services Report 08-30 regarding the 2008 DPP, dated April 10, be received.

"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."

BACKGROUND

The attached document is the eighth annual Development Priorities Plan (DPP). This plan provides a multiyear forecast of development activity as measured by the anticipated registration of draft plans of subdivision. This report recommends approval of the 2008 DPP to assist staff in setting priorities for the review of new plans of subdivision and registration of currently approved plans.

The 2008 DPP has incorporated a number of changes which were directed by Council as part of the review of the 2007 DPP. Many of the changes were in response to the Provincial Growth Plan for the Greater Golden Horseshoe. The changes include:

- 1. a revised set of objectives for the DPP
- 2. an objective standard for the flexibility clause
- 3. delineation of the built boundary and use throughout the DPP
- 4. reporting on building permit statistics for the Built Up area and Greenfield Area.
- 5. Identification and mapping of potential infill residential sites.

This report also provides and overview and update on these changes.

REPORT

In July of 2007 City Council endorsed a revised set of objectives for the annual DPP. These revised objectives are set out in the "Introduction" section of the DPP which is attached to this report. Each of the objectives is highlighted below with a brief summary of how the 2008 DPP responds to the objective.

1. To manage the rate and timing of development in the City through a multi-year forecast of development activity as measured by the anticipated registration of draft plans of subdivision.

This objective continues to be the primary purpose of the DPP. Schedule 2 of the attached DPP outlines the dwelling unit targets that staff are asking Council to approve for 2008 under the heading "2008 Proposed Registrations". This schedule also forecasts anticipated registration activity for 2009 and Post 2009 under the headings "2009 and Post 2009 Anticipated Registrations". These latter sections of Schedule 2, however, are not a commitment for registration as the DPP is approved on an annual basis.

The DPP continues to be a useful tool to manage the rate and timing of development as the recommended dwelling unit numbers cannot be exceeded for 2008 unless further Council approval is given (see clause 3 of the resolution). In setting the recommended numbers, staff considers the City's Growth Management objectives as set out in the current population projections. From 2001 to 2006, a total of 6025 potential dwelling units were registered for an average of 1004 units per year. This is in keeping with the Council approved population projection forecast which called for a growth of 1000 units per year from 2001-2006. Staff continues to recommend registration activity to reflect the Council approved population projection forecasts. Currently this forecast calls for an average of 900 units per year from 2007 to 2010. A more detailed explanation of the rationale for the 2008 registration target is provided by Section 7 of this report.

2. To outline the municipal intentions with respect to the review, processing and servicing of plans of subdivision (residential and industrial).

Schedule 3 of the attached DPP provides information on current and future Draft Plan approval activity in the City. Included in the charts are plans that staff expect to be ready for consideration by Council during 2008. This is not a guarantee that the plan will be presented to Council or that Council will support all or any portion of the plan. It does provide a list of plans where staff time and resources will be allocated to resolving issues consistent with this objective. Schedule 3 identifies that a total of 1119 dwelling units, within 6 plans of residential subdivision, may be presented to Council for consideration of Draft Plan approval in 2008. The relatively large number of units reflects that there is a considerable backlog of subdivisions (both within the draft Built boundary and in the Greenfield area) waiting for consideration of Draft Plan approval. Our recommendation also is a reflection of the limited number of units that received draft plan approval in 2007. The 2007 DPP indicated that 878 dwelling units could have been ready for consideration of Draft Plan approval during 2007. In approving the 2007 DPP, City Council directed that this number of units be reduced by approximately 200 to 675. In reality, only two plans containing 98 potential dwelling units received Draft Plan approval in 2007 (see also Schedule 3). Even if all of the plans were able to be presented to Council for consideration of Draft Plan approval and did, in fact, get approved in 2008, the two year average for draft plan approvals would be 608.5 units (1217 divided by 2) which is still less than the current population project forecast of 900 units per year.

3. To provide a tool to assist with integrating the financial planning of growth related capital costs (10-Year Capital Budget Forecast) with land use planning and the timing of development in new growth areas.

Each year staff coordinate the preparation of the Capital budgets for roads, sewer and parks with the preparation of the DPP. Representatives from the DPP team include staff members from Development and Parks Planning, Engineering and Finance. Staff ensure that where a development is recommended for registration that the appropriate capital projects and funding necessary to support the development have been approved by Council consistent with this objective. Reference is made to the relevant capital project and timing within the "Timing and Servicing Comments" heading associated with each of the subdivisions on Schedule 4.

4. To address how growth will proceed over the long term in conjunction with the long term fiscal growth model and to maintain control over the City's exposure to the underlying costs of growth.

This objective is not yet fully realized. City Staff (Finance and Planning) continue to work with our consultants (Watson and Associates Economists Limited) to develop this model in conjunction with the Growth Management Strategy. A workshop was recently held on December 11th to provide Council with high level information regarding the assumptions surrounding the proposed model. When the fiscal impact model is completed in conjunction with the Growth Management Strategy, the DPP will be one of the tools used to implement the recommendations or policies resulting from both the Growth Management Strategy and the fiscal impact model.

5. To ensure an adequate supply and mix of housing units consistent with the goals and objectives of the Official Plan and to ensure a minimum three year supply of residential units in draft approved and registered plans to satisfy the housing policies of the Provincial Policy Statement (PPS).

The DPP provides information regarding the supply and mix of housing units consistent with this objective. Each of the Schedules of the DPP provides a unit mix breakdown (i.e. detached, semi-detached, townhouse and apartment dwellings). The City's Official Plan calls for a full range of housing opportunities and current city policy, as expressed by the approved Municipal Housing Statement, encourages at least 40% of the dwelling units to be multiple residential forms (townhouses, apartments and accessory apartments). In 2006, 331 permits (40%) were issued for multiple forms and residential accommodation and in 2007, 446 (47%) were issued for this same housing form which satisfies this objective.

Schedule 7, Table 1 of the DPP provides information about the potential supply of residential dwelling units in the short, medium and long term. The City currently has a 6.3 year supply of dwelling units in draft approved and registered plans, based on the currently approved population project of 900 dwelling units per year. This is the lowest inventory in the history of the DPP. Through careful management, the medium term supply of potential dwellings has been reduced from a high of 7600 units in 2003 to the current 5675 (see Schedule 7, Table 1). Within this inventory of units, Schedule 9 notes that there is only a 4 year supply of detached and semi-detached dwellings, a 5.9 year supply of townhouses and a 13 year supply of apartments in draft approved and registered plans.

In keeping with the commitment to provide an inventory and mapping for infill townhouse and apartment projects, Schedule 7, Table 1 has added this inventory to the short term supply of available units. There are currently 1206 potential townhouse and apartment units located in zoned sites outside of registered plans. These sites are mapped on Schedule 7, Map 2. When these numbers are added, the overall short and medium term supply of units increases to a 7.6 year overall supply and the townhouse and apartment units jump to 71% of the available supply. Although the medium term supply of units within Draft and Registered plans is at the lowest level recorded since the inception of the DPP, the supply of new low density forms of housing (detached and semi detached dwellings) is now approaching the minimum requirement (3 year supply) under the Provincial Policy Statement. It will continue to be important to ensure a balanced approach to the introduction of new units.

6. To monitor the rate and timing of growth in keeping with Places to Grow densities for the Greenfield area and in meeting the intensification target.

This objective reflects the need for the City to monitor its obligations under the Growth Plan for the Greater Golden Horseshoe. The Growth Plan states that by the year 2015, a minimum of 40% of all residential development occurring annually will be within the defined Built-Up Area. While the built boundary is not yet officially established, talks with the Provincial Government are very close to being completed, so that the 2008 DPP has included a "Draft" Built Boundary on Schedules 4, and 7 (Maps 1 and 2). Staff has also begun to monitor permit activity and dwelling unit inventories for all development within the draft Built Boundary and Greenfield areas. Schedule 7, Table 2 provides this information. Of note, is the fact that approximately 45% of building permits issued in 2007 were within the Built Boundary. In addition, approximately 71% of the remaining vacant units within registered plans are also within the Built Boundary. As noted on Schedule 7, there are a considerable number of existing registered plans, with units remaining to be constructed, within the Built Boundary. For the next several years, it is therefore anticipated that the 40% requirement will be easily met as these existing registered plans are fully constructed. The challenge at that point will be to continue to approve and construct new subdivisions and infill projects within the Built Boundary to balance the supply available and being approved in the Greenfield areas.

7. To ensure that the proposed rate and timing of growth is consistent with current Council endorsed population projections.

The current approved population projection forecast recommends the creation of approximately 900 new dwelling units per year for the years 2007 to 2010. Staff considers this forecast in making recommendations regarding registration (Schedule 2) and Draft Plan approval activity within the 2008 DPP. For example, the 1059 potential dwellings recommended for registration includes 931 new units as there was a carry over of 128 units from 2007. The recommendation also takes into consideration that the registration activity over the past two year has averaged only 803 units (648 units in 2006 and 959 units is 2007 – See Schedule 1). With regard to future draft approvals, Schedule 3 indicates that 1119 potential units could be presented to Council for consideration of Draft Plan approval. This figure reflects that only two plans containing 98 potential dwelling units received Draft Plan approval in 2007 and only 683 potential units received Draft Plan approval in 2007. The three year average of 633 units is less than the population projection. It also reflects the need to maintain an appropriate inventory of units, while working towards an overall decrease in the supply of units.

The DPP also monitors building permit activity to ensure consistency with the approved projections. Building permit activity is generally a reflection of market conditions and available inventories. As noted by Schedule 5, building permit activity for 2006 was 836 units. In 2007, 958 permits (including accessory apartments) were issued for new units.

The population forecasts for Guelph outlined by the Provincial Growth Plan are still under review and discussion with the Provincial Government and will be incorporated into the City's Local Growth Management Strategy and Official Plan update in early 2009. Once approved through the Growth Management Strategy and incorporated into the Official Plan, the DPP will use the revised population projections in recommending future development activity.

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

The DPP contains a wide range of information regarding the priorities and expected timing of future residential and industrial growth within the City. It is intended that this information will be used by the development industry (real estate agents, developers, consultants and builders) and other Boards and agencies in making investment decisions on future growth and development.

Further, staff communicates regularly with representatives of the Guelph Development Association to monitor the approved DPP. Section 9 of the attached DPP summarizes the issues raised as part of this year's review. Schedule 10 also includes the comments received from the developers and their consultants and Schedule 11 provides a staff response to the correspondence received.

Summary of Development Activity

The following summarizes recent development activity as set out in the DPP.

- The nine (9) plans of subdivision that were registered in 2007 will result in the potential creation of 959 dwelling units. This overall figure is slightly less than the 1087 dwelling units that were supported for registration by City Council (see Schedule 1).
- The flexibility clause was used in 2007 to move the registration of Victoria Gardens Phase 3 ahead into 2007.
- As of the end of October 2007 a total of 822 building permits have been issued for new dwelling units (see **Schedule 5**). The year end total was 958 new dwelling units (including accessory apartments).
- Recent permit activity has continued to see a balanced supply of a full range of housing forms including townhouses and apartments. In 2006, 331 permits (40%) were issued for multiple forms of residential accommodation. During 2007, 446 permits (47%) were issued for townhouses and apartments (including accessory apartments). These figures are consistent with the policy of the City that encourages at least 40% of the dwelling units to be multiple residential forms (includes townhouses, apartments and accessory apartments).
- Only 2 plans of subdivision were granted draft plan approval in 2007. This added 98 potential dwelling units (34 detached dwellings and 64 townhouses) to the medium term supply of potential dwelling units in the City (see Schedule 3).

Recommendations

City staff recommend that the 2008 Development Priorities Plan (DPP) be approved (Schedules 2, 3 and 4) and used as a guide to manage the rate and timing of development for the next year. The 2008 DPP recommends that Council support the creation of up to 1059 potential dwelling units from the registration of plans in 2008 (See **Schedule 2**). This figure is the lowest recommended total since the DPP was created in 2001.

The breakdown of the components of the 1059 dwelling units is 392 detached, 32 semi-detached, 300 townhouses and 335 apartment units. If these registrations are endorsed, the City will continue to have a sufficient supply of lots and blocks in registered plans to respond to market needs and trends and maintain a competitive market place in terms of pricing.

This year's DPP also recommends a number of plans for consideration of draft plan approval in 2008 (see **Schedule 3).** Included in the plans are approximately 1119 future dwelling units which is also in keeping with the population projection (900 units per year) when the units carried forward from the 2007 DPP are discounted and consideration is given that only 781 potential dwelling units received Draft Plan approval in 2006 and 2007 combined.

City Staff have made a number of changes to the DPP this year in response to the Places to Grow legislation and to monitor our commitments under the Growth Plan for the Greater Golden Horseshoe. Further changes will be incorporated when the Local Growth Management Strategy is finalized.

CORPORATE STRATEGIC PLAN

Goal 1 – An attractive, well functioning and sustainable city.

FINANCIAL IMPLICATIONS

All capital works required for the plans of subdivision recommended by Staff for registration in 2008 have been previously approved by Council in the capital budget.

DEPARTMENTAL CONSULTATION

The Development Priorities Plan team is made up of various staff members from Community Design and Development Services (Development and Parks Planning and Engineering) and Finance.

COMMUNICATIONS

N/A

ATTACHMENTS

2008 Development Priorities Plan

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Making a Difference







2008 Development Priorities Plan

March 2008

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Schedules

- 1 Number, type and Distribution of Potential units in Draft Plans of Subdivision registered between October 31, 2006 and October 31, 2007.
- 2 Summary of 2008 Post 2009 Proposed Registration
- 3 Draft Plan Approval Activity (includes Plans that were Draft Approved in 2007 and Plans anticipated to be considered for Draft Plan Approval in 2008)
- 4 Summary, Draft Approved and Preliminary Plans (Northeast, Northwest and South including map)
- 5 Building Permits for new Residential Units by Dwelling Unit Types as of October 31, 2007.
- 6 Residential Construction Activity by Unit Type, City of Guelph 1985 to 2007.
- 7 Table 1: Potential Development Summary Short, Medium and Long Term, October 31, 2007.

Table 2: Building Permits and Vacant Lots by Registered Plan of Subdivision Map 1: Remaining Units by Registered Plan of Subdivision Map 2: Infill Townhouse and Apartment Sites

- 8 3rd Quarter Updates on Wastewater Treatment Plant Flows and Water Treatment Flows
- 9 Total Draft and Registered Plan Analysis -
- 10 Written Responses to the Draft DPP
- 11 Staff Response

1 INTRODUCTION

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

The DPP is intended to manage the rate and timing of development in the City. The DPP provides a multi-year forecast of development activity as measured by the anticipated registration of draft plans of subdivision. The preparation and approval of the DPP is in keeping with one of the goals of the 'City of Guelph Strategic Plan 07 and beyond – The city that makes a difference' being "An attractive, well-functioning and sustainable city". Through the recommendations in the DPP, City Council establishes priorities for the planning and development of future growth areas.

Other objectives of the Plan, as amended in July 2007, include:

- 1. To manage the rate and timing of development in the City through a multi-year forecast of development activity as measured by the anticipated registration of draft plans of subdivision.
- 2. To outline the municipal intentions with respect to the review, processing and servicing of plans of subdivision (residential and industrial).
- 3. To provide a tool to assist with integrating the financial planning of growth related capital costs (10-Year Capital Budget Forecast) with land use planning and the timing of development in new growth areas.
- 4. To address how growth will proceed over the long term in conjunction with the long term fiscal growth model and to maintain control over the City's exposure to the underlying costs of growth.

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- 5. To ensure an adequate supply and mix of housing units consistent with the goals and objectives of the Official Plan and to ensure a minimum three year supply of residential units in draft approved and registered plans to satisfy the housing policies of the Provincial Policy Statement.
- 6. To monitor the rate and timing of growth in keeping with Places to Grow densities for the Greenfield area and in meeting the intensification target.
- 7. To ensure that the proposed rate and timing of growth is consistent with current Council endorsed population projections.
- 8. To assist the development industry and Boards and agencies involved in development (School Boards, Guelph Hydro) by providing growth and staging information for the City.

The DPP provides information to the development industry, individual landowners and the general public about the priorities for current and future residential and industrial development.

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

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

By approving the 2008 DPP, City Council will set a limit for the creation of potential dwelling units from Registered Plans from October 31, 2007 to October 31, 2008 (see Schedule 2). Staff will manage the registration of the various subdivisions identified for 2008 in keeping with the approved dwelling unit target. Further, Council will also identify those Draft Plans of Subdivision (or phases) that are anticipated to be considered for Draft Plan Approval (DPA) in 2008 (see Schedule 3). Staff will allocate time and resources to resolving issues associated with these draft plans so that they may be considered for DPA by Council in 2008.

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

. .

The sections that follow explain the criteria used by Staff for determining the priority of subdivisions and provide an explanation for the DPP schedules. This document also outlines the flexibility clause and the process to advance the registration of a subdivision (or a particular phase) into the current year.

2 CRITERIA FOR DETERMINING THE PRIORITY OF SUBDIVISIONS

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

The factors influencing the support for a Registration include:

- Location of plan within the 'Built Boundary' (currently still draft) or 'Greenfield' areas of the City as per the Growth Plan for the Greater Golden Horseshoe;
- Any required Capital works have been approved in the 10 year Capital Forecast;
- Appropriate Phasing Conditions have been fulfilled (e.g. approval of an EA);
- Proximity of servicing (e.g. end of pipe versus need for a service extension);
- Servicing capacity (water and waste water);
- The realization of the goals, objectives and policies of the Official Plan (e.g. design, layout etc.);
- The objective of balanced community growth in all three geographic areas (NW, NE and South);

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		Notes:
•	The provision of Community benefits (e.g. the addition of parks and school sites);	·····
•	Commitment by the Developer (e.g. signing of Engineering Services agreement, posting of Letters of Credit);	
•	Status and complexity of Draft Plan conditions and timing to fulfill (e.g. need for Environment Implementation Report);	
•	The variety and mix of housing units being provided;	
•	Consideration of the City's Growth Management objectives (an average annual growth rate of 1.5 %) and Population Projections; and	
•	Review of Staff resources.	
The factors is	ofluencing the consideration of Draft Plan approval are:	· · · · · · · · · · · · · · · · · · ·
•	Conformity of the plan to the density targets of the Growth Plan for the Greater Golden Horseshoe;	
•	The status of relevant Community, Secondary Plans or Watershed Studies;	
•	Conformity with the Official Plan and any applicable Secondary or Community Plan;	
•	Community Energy Plan considerations;	
•	The need for growth to maintain a minimum 3-year supply of dwelling units in Draft Approved and Registered Plans;	
. •	The need and status of required Capital works in the 10 year Capital Forecast;	· · · · · · · · · · · · · · · · · · ·
•	Servicing capacity (water and waste water);	
•	Council's approved "Phasing Policy for New Large-Scale Residential Plans of Subdivision";	

- The objective of balanced community growth in all three geographic areas (Northwest, Northeast and South).
- Complexity of issues and the time necessary to resolve them (e.g. environmental impact, neighbourhood concerns); and
- Review of Staff resources.

3 EXPLANATION OF SCHEDULES IN THE DPP

The Development Priorities Plan Report 2008 – Post 2009 is comprised of several schedules with development activity statistics for the City of Guelph. In most cases the tables are divided into three geographical areas of the City, "Northwest", "Northeast" and "South", that correspond with the geographical areas that were used for the Population Projections Report ("City of Guelph Household and Population Projections 2001-2027). Guelph City Council approved this study in May 2003. The Population Projections Report contemplated an average annual growth of approximately 1000 dwelling units per year from 2001 to 2006, 900 dwelling units per year for the years 2007- to the end of 2010 and 650 units from 2011 to 2027. It was also assumed that the growth would occur 17% in the northwest, 37% in the northeast and 46% in the south to meet the objective of providing balanced community growth.

The Schedules are described in detail below:

Schedule 1: Registration Activity between October 31, 2006 and October 31, 2007.

This Schedule reports on the subdivisions that were registered in the period October 31, 2006 to October 31, 2007. It also compares the potential dwelling unit totals against the approved DPP registration target for the same time period (in this case the 2007 DPP). When a plan of subdivision is registered, the number of potential dwelling units created by

Based on population projections, Guelph is expected to grow at an annual rate of 900 dwelling units per year for the period 2006-2011. the registration of the plan are added to the short-term supply of dwelling units (see Schedule 7).

Registration activity will not exceed the approved DPP dwelling unit target unless authorized by Guelph City Council.

The plans that were registered between October 31, 2006 and October 31, 2007 are divided into three geographic areas of the City. The unit counts are potential dwelling units and are not indicative of building permit activity (this information is provided on **Schedule 5**). The table shows the number of dwelling units that could be created if the registered plans were fully built out in accordance with the maximum number of dwelling units permitted in the approved zoning.

Through the approval of the 2007 DPP, 1087 potential units could have been registered in 2007. Schedule 1 displays that 8 plans of subdivision (or phases) achieved registration in 2007 or executed a subdivision agreement. These plans provide a total of 959 potential dwelling units; 73% of the units are detached or semi-detached and 27% are multi-residential units. 58% of the registration activity occurred in the Northeast and 42% in the South. On average, 1000 units have been registered each year since the inception of the DPP.

Schedule 2: Summary of 2008 - Post 2009 Proposed Staging, Dwelling Unit Targets.

This Schedule summarizes the staging of development for plans of subdivision for the years 2008, 2009 and post 2009. This schedule also provides a breakdown of all of the dwelling units that could result from Draft Approved and Preliminary Plans of Subdivision as of October 31, 2007.

The portion of the table entitled "2008 Proposed Registrations" is the recommended dwelling unit limit that City Staff are recommending City Council to approve for the year 2008. The recommendation for the 2008 DPP is a total of 1059 potential units in 10 plans of subdivision; two plans do not contain any residential units (23T-03507 Pergola

Schedule 2 of the DPP displays the recommended dwelling unit limit for 2008. commercial and 23T-03501 Hanlon Creek Business Park. This recommendation would result in 30% of new development in the Northeast, 15% in the Northwest and 55% in the South.

The portion of the table entitled "2009 Anticipated Registrations" is a summary of the likely registration activity in the year 2009, based on input received from the Development Community and Staff's assessment of the criteria for determining the priority for subdivision registration. This portion of the Table is not a commitment for registration during 2009 because the DPP is approved on an annual basis and provides a Council commitment for the next year only (in this case 2008). It is, however, Staff's best estimate of the plans that could be registered during 2009. Schedule 2 shows that 1179 units are anticipated to be registered in 2009.

The final portion of the table entitled "Post 2009 Anticipated Registrations" summarizes the potential dwelling units within all remaining plans for subdivision that have received Draft Plan approval or have been submitted on a preliminary basis to the City. There are approximately 4534 potential units in proposed plans of subdivision that are projected to be registered post 2009. Approximately 1106 units (24%) are in draft approved plans, 3428 units (76%) are in preliminary plans. Development from these plans is 33% in the Northeast, 19% in the Northwest and 48% in the South.

Schedule 3: Draft Plan Approval Activity

This schedule provides information on current and future Draft Plan approval activity in the City. The table entitled "Plans Anticipated to be considered for Draft Plan Approval in 2008" highlights the draft plans (or phases) that staff expect will be ready to be considered by Council during 2008. Inclusion in this table does not guarantee that the plan will be presented to Council for consideration of DPA in 2008 nor does it commit Council to approving all, or any portion, of the plan. Staff will however allocate time and resources to evaluating the application and resolving issues associated with these draft plans so that they can be considered for DPA by Council in 2008. 6 residential plans of

Schedule 3 displays the plans that are anticipated to be considered for Draft Plan approval by Council in 2008. subdivision are included in this table with a total of 1119 potential units (54% detached and semi-detached and 46% townhouse and apartments).

The table entitled "Draft Approved Plans during 2007" shows plans of subdivision (or phases) that received Draft Plan approval by Council during 2007. Two plans of subdivision were draft approved in 2007 resulting in 98 units (35% detached and semi-detached and 65% townhouse and apartments). Through the 2007 DPP, Council supported a total of 675 units to be brought forward for consideration of draft plan approval in 2007.

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

This schedule consists of three (3) components and provides the details that generated the Summary provided in Schedule 2. The three components include:

- 1. A table showing the total number of potential dwelling units in Draft Approved and Preliminary Plans of Subdivision by geographic area of the City. (Please note the total number of dwelling units provided on this chart are the same as the total found on Schedule 2).
- 2. Tables showing the detailed land use breakdown of the individual Draft Plans of Subdivision by geographic area of the City. The headings and information provided in these tables are described in more detail in Section 4 of this report "Explanation of Columns and Headings".
- 3. Map of the City providing a visual presentation of the recommended priority and timing for the plans of subdivision.

Schedule 5: Building Permits for New Residential Units

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

Schedule 4 provides the detailed breakdown of plans of subdivision and expected timing of development. 836 units in 2006. As of October 31, 2007, 823 permits have been issued within the entire City. It is anticipated that year end permits for 2007 will be slightly higher than 2006.

Schedule 6: Residential Construction Activity

This chart shows residential construction activity in the City of Guelph over the last 20 years (1986-2007). Schedules 5 and 6 are used by City Staff to monitor the number of units constructed in the City by year. Registration activity is a measure of the supply of potential units. Construction activity is a measure of the demand or absorption of the units that were previously registered in plans of subdivision and/or available through other infill sites. The Population Projections Report and the Development Charges Study both assumed that the City would grow at a rate of approximately 1000 dwelling units per year for the years 2001 – 2006, 900 units per year from 2007 to end of 2010 and 650 from 2011 to 2027. Upon completion of the Local Growth Management Strategy, the population projections that are used for the DPP will be changed to reflect those approved through the Growth Strategy.

The average permit activity from 2001 to 2006 for the entire City is 1000 units per year (not including accessory apartments) which is exactly what the Population Projections study had contemplated.

The building permit activity for the first 10 months of 2007 (745 units) projects to a year end total of approximately 894 units (not including accessory apartments) per year for the entire City which is consistent with the 900 units per year contemplated by the Population Projections study.

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

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

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Schedule 7 Table 1: Potential Development Summary - Short, Medium and Long Term

This table displays the potential dwelling units in three time frames: Short, Medium and Long Term. The short term supply includes lots and blocks that are registered and where building permits are readily available. The medium term supply includes lots and blocks in Draft Approved Plans that have not been registered. Long term supply includes lands designated for development where staff is reviewing preliminary plans or unofficial proposals. The Provincial Government, in its Provincial Policy Statement (PPS), requires a municipality to maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment and land in draft approved and registered plans (short and medium term). The current figures indicate that as of October 31, 2007, the City has approximately 5675 potential dwelling units in these draft approved and registered plan representing approximately a 6.3 year supply of growth, based on the growth projections.

A part of a commitment with the approval of the 2007 DPP, this table also provides a summary of infill townhouse and apartment sites in the City available for facilitate residential intensification and redevelopment as required by the PPS. These sites have approved zoning (in some cases with a holding zone) and located outside of registered plans. If built out these sites could supply an additional 1206 multiple residential dwelling units and increase the available supply to 7.6 years.

Schedule 7 Table 2: Building Permits and Vacant Lots by Registered Plan of Subdivision

This table provides a listing of permit activity by Registered Plan of Subdivision together with information on the unconstructed units available to be built within each plan. Each of the subdivisions is identified as being within the Built Boundary or Greenfield areas as defined by the Provincial Growth Plan. The table also provides information on the percentage of permits issued from registered plans within the built boundary and Greenfield areas and the percentage of unconstructed units within the two areas. For 2007, Currently, the City of Guelph has approximately a 6.3 year supply of units in draft approved and registered plans; down from a 7 year supply in 2006.

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approximately 45% of the building permits from new subdivisions were issued within the Built Boundary. Further, approximately 71% of the unconstructed units were located within the built boundary. Most of these unconstructed units are contained within vacant multiple residential sites (Townhouses and Apartments). The Provincial Growth Plan requires that 40% of new development occur within the Built Boundary by 2015 and for every subsequent year thereafter.

Schedule 7 Map 1: Remaining Units by Registered Plan of Subdivision

This map presents a visual presentation of the location of unconstructed units by Registered Plan (61M Plans) presented in Schedule 7 Table 2.

Schedule 7 Map 2: Infill Townhouse and Apartment Sites

This map presents a visual presentation of vacant infill townhouse and apartment sites not included in Registered Plans of subdivision. These sites are considered to be part of the short term supply of unconstructed units.

Schedule 8: Update on Water and Waste Water Flows

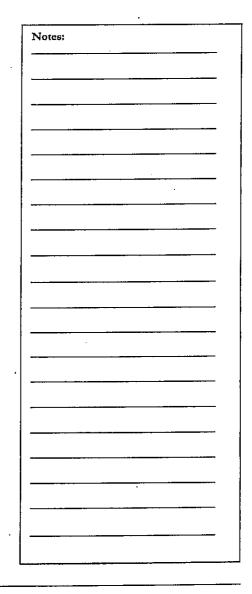
The City of Guelph allocates physical water and wastewater capacity at the time of registration as per an agreement with the Ministry of the Environment (MOE). With respect to draft plan approvals, the City must ensure that the planning commitment for sewage treatment capacity does not exceed the assimilative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

Similarly, the City must ensure that the long-range water supply commitments to draft plans are below the rated capacity. Environmental Services recently completed and Council

approved the Water Supply Master Plan in principle to the year 2010. Climatic conditions, well interference and water quality influences are impacting upon the yield of the existing municipal water supply. The goal of the Water Supply Master Plan is the provision of an adequate and sustainable supply of water to meet the current and future needs of all customers. In September, 2007, the City received approval from the MOE of an Environmental Assessment (EA) to increase the water taking at the Arkell Spring Grounds by approximately 9,200 m³/day. With the EA approval, it is expected that a portion of this increased water supply capacity will be commissioned by late 2008. The EA also recommends implementation of conservation and efficiency strategies to ensure the best use of the City's existing water resources. In the past five years, conservation, efficiency and reduced sewer inflow/infiltration have allowed development to occur without significantly increasing annual water supply or wastewater treatment flows.

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

The tables in **Schedule 8** provide the latest information on Water and Wastewater capacity. The tables are updated and included in the Development Priorities Plan on an annual basis. On an individual draft plan of subdivision application basis, staff will continue to confirm that the subdivision application is consistent with the approved Development Priorities Plan and therefore, the subdivision application would fall within the water and wastewater capacity criteria shown on the tables included in the approved Development Priorities Plan for the current year.



Schedule 9: Total Draft and Registered Plan Analysis

This schedule illustrates the relationship between the current supply of Draft Approved and Registered units in comparison to projected annual take up which is based on population projections.

Schedule 9 displays a 4 year supply of detached and semi-detached units, a 5.9 year supply of townhouse units and a 13 year supply of apartment units in draft approved and registered plans. The Populations Projection Study determined a supply of 900 units per year for the years 2006-2010 consisting of 495 (55%) detached/semi-detached, 225 (25%) townhouses and 180 (20%) apartments. This breakdown of unit types will be revised to reflect the recommendations of the Local Growth Management Strategy upon its approval.

4 EXPLANATION OF COLUMNS AND HEADINGS IN SCHEDULE 4

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

FILE NUMBER (DESCRIPTION)

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

STATUS

The files/subdivisions are either:

- 1. Draft Approved (City Council has approved).
- 2. Preliminary (Formal applications have been received and are being reviewed by City Staff).

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3. Future (Unofficial Proposals have been received by City Staff, but no formal application has been made).

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

RESIDENTIAL

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

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

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

COMM, IND, INST,

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

PARK

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

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DRAFT PLAN APPROVAL DATE

For "Draft Approved" plans, the date listed is the actual date of Draft Plan approval. For "Preliminary" and "Future Plans" the date listed staff's expectation of when that the plan of Subdivision may be presented to Council for consideration of Draft Plan approval. This year is not a commitment by Staff nor does it guarantee that City Council will support the plan in whole or in part. The year provided is an estimate by staff of when the subdivision will be ready to be reviewed by City Council after considering the factors influencing the consideration of Draft Plan approval. Schedule 3 provides a summary of the Draft Plans (or phases) that are anticipated to be considered for draft plan approval in 2008.

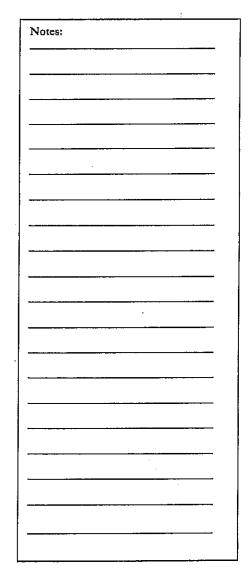
DC EXPENDITURE/REVENUE

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

EXPECTED DEVELOPMENT

This column identifies the priority for registration given to the plan of subdivision or phases of the plan. The year in which the plan of subdivision (or phase) is likely to be registered and the potential number of dwelling units are shown. The individual plan will either be identified as 2008, 2009 or Post 2009. The information from this column is used to create the Summary Table in Schedule 2. The timing and phasing is also consistent with the map provided at the end of Schedule 4.

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



5 FLEXIBILITY

Subdivisions that are scheduled and approved to be registered in 2008 may not necessarily proceed. In some cases, registration does not proceed as the developer/owner may decide that the market conditions do not dictate the risk to service a particular development. In other cases, the time to clear various conditions (e.g. preparation and approval of a necessary Environmental Implementation report) may have been underestimated. Under these circumstances the DPP flexibility clause allows for development not currently approved to be registered in 2008 to be advanced. City Staff have the authority to move the registration of developments ahead (e.g. from 2009 to 2008) provided that the dwelling unit target will not be exceeded and any capital expense is already approved in the capital budget. The flexibility clause is applied using the following procedure:

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

Council approval is required if the requests for advancement will exceed the dwelling unit target or there is an impact on the capital budget. Under this scenario, Staff will review the request and prepare a report and recommendation to the Community Development and Environmental Services Committee of Council.

City staff meets quarterly with the Guelph Development Association and the Guelph and District Homebuilders to review the status of all development in the DPP and identify instances where the flexibility clause may be used.

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6 SUMMARY OF DEVELOPMENT ACTIVITY IN 2007

"Stable" is the best way to describe subdivision and building permit activity for the year 2007. A historic high was set in 2004 when 1495 permits were issued. During 2005 and 2006, building permits were slightly below the 20 year average of 874 permits (not including accessory apartments). As of the end of October 2007 a total of 745 permits (not including accessory apartments) have been issued for new dwelling units (see Schedule 5). The average permit activity from 2001 to 2006 for the entire City is 1000 units per year (not including accessory apartments) which is exactly what the Population Projections study had contemplated. The building permit activity for the first 10 months of 2007 (745 units) projects to a year end total of approximately 894 units (not including accessory apartments) per year for the entire City which is consistent with the 900 units per year contemplated by the Population Projections study.

The reduction in permit activity over the last three years is consistent with other area Municipalities and seems to reflect a general weakening in demand in the residential marketplace. The Canadian Mortgage and Housing Corporation (CMHC) expects that rising home prices, greater choice in the resale home market and less than robust labour markets in the Kitchener and Guelph area will keep housing starts below the record highs recorded in the early 2000's. Single detached housing starts are expected to trend lower in 2008 but detached homes are expected to continue to be the product of choice for homebuyers. In the long term, the focus is expected to shift toward higher density forms of housing due to the Places to Grow Act focus on more compact development and the ageing population's demand for smaller units.

Recent permit activity has continued to see a balanced supply of a full range of housing forms including townhouses and apartments. In 2005, 337 permits were issued for new townhouse and apartment dwellings representing approximately 39% of the total dwelling units; and in 2006, 331 permits (40%) were issued for multiple forms of residential accommodation. To date in 2007, 379 permits (49%) were issued for townhouses and apartments. These figures are consistent with the policy of the City that encourages at least 40% of the dwelling units to be multiple residential forms (includes townhouses, apartments and accessory apartments).

Building permits for 822 new dwelling units were issued by October 31, 2007.

Registration activity was on track with the figures established in the 2007 DPP. Of the 9 registrations proposed for 2007, 2 plans were fully registered while 7 plans signed subdivision agreements allowing the commencement of servicing. The flexibility clause was used in 2007 to move the registration of Victoria Gardens Phase 3 ahead into 2007. The registration of Mitchell Farms Phase 2 and Arkell Springs Phase 2 were delayed thereby allowing the units reserved for their registration to be transferred to other plans. These two plans are included in the allocation of units for registration in 2008. The nine (9) plans of subdivision that were registered in 2007 will result in the potential creation of 959 dwelling units. This overall figure is slightly less than the 1087 dwelling units that were supported for registration by City Council (see Schedule 1). Registration activity in the south end included the third phase of the Westminister Woods East subdivision (61M-143), the third phase of Victoria Gardens and nine lots on Edinburgh Road South for a total of 398 potential units. Registration activity in the east end of the City included Phase 5 of the Watson East subdivision, the first phase of the Morning Crest (Almondale Homes) subdivision, phase 3 of Ingram, phase 4B of Grangehill and phase 2 of Northview for a total of 561 potential units. There was no registration activity in the west end of Guelph in 2007.

The 2006 DPP was the first year that a schedule for plans of subdivision seeking Draft Plan approval (DPA) formed part of the DPP. This inclusion responded to a new policy supported by Council dealing with the phasing of new large-scale residential subdivisions. The policy requires that draft plan approval of residential subdivisions containing more than 200 potential dwelling units or greater than 10 hectares in area be brought forward for consideration in a logical phase or phases in keeping with the approved DPP. In 2007 Council directed staff to reduce the proposed number of potential units in anticipated draft plan approvals to 675 in an attempt to reduce the inventory of units in draft and registered plans of subdivision. In keeping with this direction, staff identified 6 plans of subdivision with a total of 526 potential units for consideration of draft plan approval in 2007. Only 2 plans of subdivision were granted draft plan approval in 2007. This added 98 potential dwelling units to the medium term supply of potential dwelling units in the City. These plans include the redline amendment to the Watson East subdivision and Walkover lands (23T-06501) and the nine lot subdivision at 974 Edinburgh Road South. Schedule 3 provides a summary of all of the plans that achieved Draft Plan approval in 2007.

A phasing policy for subdivisions was approved in 2005. One plan of subdivision was granted an extension to draft plan approval in 2007 to allow time to complete the plan. The Victoria Gardens subdivision received a 3 year extension to September 27, 2010.

7 FORECAST OF SUBDIVISION AND PERMIT ACTIVITY FOR 2008

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

In Guelph, the permit activity for 2007 was forecast to be consistent with or slightly less than the activity experienced in 2006 (837 new dwelling units). As of October 31, 2007 it was apparent that permit activity was going to be slightly higher than that achieved in 2006.

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

Interest in obtaining draft plan approval and registration of various subdivisions remains strong. At the outset of the annual DPP review in August 2007, City staff received requests from the development community to register approximately 2100 potential dwelling units during 2008. The circulation of the draft 2008 DPP in October 2007 resulted in the development community's understanding of staff's proposed registration timing and there were no additional requests made to modify staff's recommendation for registrations in 2008. Staff's recommendation of a total of 1059 potential units for registration in 2008 is based on the objectives of the DPP and the following:

1. Council's approved growth rate of approximately 900 units per year as set out in the population projection targets.

Building permit activity has decreased since 2004; this decrease is not unique to Guelph.

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- 2. The impact of the Provincial Places to Grow legislation and Growth Plan for the Greater Golden Horseshoe that places requirements on where future growth needs to occur (see discussion in Section 8).
- 3. The need to take a more conservative approach to approvals and registrations to ensure that anticipated capacity upgrades in the water and waste water systems are fully operational (see discussion in Section 3)

Requests to register all or parts of 10 subdivisions are contained within the recommended dwelling unit target of 1059 dwellings contained on **Schedule 2** for the 2008 DPP (see Section 10 Conclusions and Recommendations) Four (4) registrations are expected in the east, five (5) in the south and one (1) in the west. Included within this recommendation are three plans of subdivision that were expected to be registered in 2007; Mitchell Phase 2, Kortright East Phase 2 and Arkell Springs Phase 2. While this number (1059 potential units) exceeds the current population projection forecast of 900 units per year, it reflects that 335 potential units are contained within 3 apartment blocks scheduled to be included in the various registrations. There are only 424 potential detached or semi-detached dwellings included in the overall target.

Staff expect that six (6) preliminary plans of residential subdivision are likely to be ready to be presented to Council for consideration of Draft Plan approval in whole, or in part, during 2008 (see **Schedule 3**). The subdivisions (or parts thereof) that may be considered for Draft Plan approval in 2008 include a total of approximately 1119 potential dwelling units. This number reflects that there is a considerable backlog of subdivisions (both within the built boundary and in the Greenfield areas) waiting for consideration of Draft Plan approval. Our recommendation, for example, reflects the potential units that did not achieve draft approval in 2007. The 2007 DPP identified that 675 potential units could brought forward for consideration in 2007 but only 98 potential units actually were approved by City Council. Therefore, 577 potential units were carried forward into 2008 and form part of the 1119 units which could be considered for Draft Plan approval in 2008. The limited number of plans that achieved Draft Plan approval and the healthy permit activity has reduced the overall supply of potential units in the short and medium term (within plans of subdivision) to a 6.3 year supply, which is the lowest in the history of the DPP. Even if all of the plans were able to be presented to Council for consideration of Draft Plan approval and did, in fact, get approved, the two

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year average for draft plan approvals would be 608.5 units (1217 divided by 2) which is still less than the current population project forecast of 900 units per year.

The number of plans highlighted for consideration is considerably less than the requests received by the development community. The recommendation also reflects the need to ensure that growth is consistent with Council's population projection target of 900 units per year. This recommendation of considers the implications of the Growth Plan for the Greater Golden Horseshoe (see Section 8) where less emphasis, in future, will be placed on Greenfield development.

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

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

Intensification Target

The Growth Plan establishes that single tier municipalities (like Guelph) will plan for a phased increase in the yearly percentage of residential intensification so that by the year 2015 generally a minimum of 40% of all new residential units occurring annually within each municipality will be within the defined built up area. The Minister of Public Infrastructure Renewal may review and permit an alternative minimum intensification target for a single-tier municipality located within the

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outer ring to ensure that the intensification target is appropriate, but it is expected that this requirement will impact the consideration of future development within the City.

On November 20, 2007, the Ministry of Public Infrastructure Renewal released the "Proposed Final Built Boundary for the Growth Plan for the Greater Golden Horseshoe" but at this time it is still considered to be Draft.

In 2007 a number of changes were recommended to the DPP to incorporate monitoring of the implementation of the Growth Plan. These include:

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

Staff have been able to achieve these recommendations within the 2008 DPP. The Draft Built boundary is identified on Schedule 4 and on Maps 1 and 2 of Schedule 7. In Schedule 5 and Schedule 7 (Table 2) of the 2008 DPP, permits have been identified as being within the Built Boundary or the Greenfield area of the City based on the Proposed Final Built Boundary provided by the Province. Schedule 5 also displays the percentage of overall permits that were issued for each area. Of note, is the fact that approximately 45% of building permits issued in 2007 were within the Built Boundary. In addition, approximately 71% of the remaining undeveloped units within registered plans are also within the Built Boundary. Further, Schedule 7 (Tables and Maps) have been adjusted to provide an inclusive list of potential units from currently approved projects (infill and subdivisions) to provide a current inventory of potential residential units within the City. This is by no means the total potential units as the Local Growth Management strategy will outline this potential supply.

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Further, the strategy for achieving the intensification target will be developed through the Local Growth Management Strategy. Upon approval of the strategy, the DPP will act as the monitoring tool for achievement of the intensification targets.

Density Targets

The Growth Plan also specifies a set of density targets for the identified Urban Growth Centre (i.e., the downtown area) and the designated Greenfield area. The City of Guelph is one of the identified municipalities where a minimum density target (in this case 150 people and jobs per hectare) is to be achieved in the Urban Growth Centre. Similar to the establishment of the Built Boundary, the Ministry of Public Infrastructure and Renewal has met with City Staff concerning the establishment of the boundary of the Urban Growth Centre in Downtown Guelph. This boundary has not yet been finalized.

The Growth Plan requires that the density target for the whole of the designated Greenfield area is to be not less than 50 residents and jobs combined per hectare. The density target is to be measured over the entire designated Greenfield area, not by individual project, and excludes provincially significant wetlands where development is prohibited. Census data, released every five years, will be used to monitor progress towards achieving the targets, although municipal data is expected to be used to supplement the census to obtain a count of jobs and residents that is as accurate as possible.

The following changes were recommended to future Development Priority Plans:

- The Mapping for the 2008 DPP will identify the Urban Growth Centre Boundary and the Built Boundary. It will also provide a density estimate for the areas based on the most recent census information as supplemented by municipal data.
- Schedule 4 will provide the density estimate for all draft approved plans within the designated Greenfield area based on the land use schedule for each draft approved plan.
- A density estimate for all new Draft Plans of subdivision recommended for consideration in 2008 in the Greenfield area will be provided based on the information available at the time of publication of the DPP (NB: As noted in

Section 4, Draft Plans of subdivision identified for consideration by the DPP does not commit Council to approving the plan in whole or in part. As the most appropriate time to review and establish future densities is at the time of Draft Plan approval, individual plans showing less than the density target will have to be modified to achieve the target).

Staff continue to work toward incorporating these commitments into the DPP. The Urban Growth Centre was not mapped for the 2008 DPP, as this boundary has not yet been formally established and discussions are ongoing with the Ministry of Public Infrastructure and Renewal. The DPP will include this boundary when it is formally established.

Staff have also prepared a detailed spreadsheet for all draft approved and preliminary plans of subdivision in the Greenfield area. While this spreadsheet is still draft, for the six plans (6) of subdivision (or phases) anticipated to be considered for Draft Plan approval in 2008 the data indicates a density of approximately 52 jobs and residents per hectare. This is an average of the six plans and, as such, some plans have a higher density and some have a lower density. As noted above, these plans are being reviewed and revised and the best time to establish future densities is at the time of Draft Plan approval. As reports are generated related to the individual applications, staff will ensure that density calculations are provided for Council's consideration. Further, Staff are currently trying to determine the best way of presenting the data to monitor our obligations for Greenfield densities with the publication of future DPPs.

Population Projections

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

The Province is currently undertaking an allocation process for the Wellington County – Guelph area. This, in turn, will help to determine the population growth rate expected for the City of Guelph and Wellington County. Once this allocation process is finished, it will be incorporated into the City's Local Growth Management Strategy and the Official Plan update. The population projections and growth rate approved by City Council, through the Official Plan update, as part of

the Local Growth Management Strategy will form the basis for future Council decisions affecting growth and development. It is also expected that the DPP will continue to be the primary growth management tool to assist City Council in managing the rate and timing of new growth and will take its direction from the Growth Management Strategy once it is approved.

9 CIRCULATION OF DRAFT DPP TO THE DEVELOPMENT INDUSTRY

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

The Draft 2008 – Post 2009 DPP was circulated to the development community (owners/consultants and agencies) for comment on October 17, 2007. Following release of the draft, City staff met with the GDA representatives on November 15, 2007. At the meeting the GDA discussed several issues including:

- The Places to Grow legislation and the Growth Plan and the need to show how the DPP will be used to implement the intensification commitments set out in the Growth Plan.
- Concern about lands designated "Reserve Lands" in the Official Plan becoming solely employment use in the future. Need for a secondary plan for South Guelph.
- Lack of building lots available in the City; need for mapping indicating where vacant lots are available.

Individual responses received from the owners and consultants concerning the timing of a number of draft and preliminary plans and the DPP in general are included in Schedule 10.

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

Notes:			
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10 CONCLUSIONS AND RECOMMENDATIONS

The DPP continues to be an implementation tool for the City's Strategic goal of managing growth in a balanced sustainable manner. During 2007, the DPP was also effective in assisting staff in establishing priorities for the review and approval of new development from residential plans of subdivision.

10.1 Registration Activity

Registration activity in 2007 was on target with the dwelling unit targets set by Council as a limit to growth. The 2007 DDP supported the creation of up to 1087 potential dwellings units from new registered plans and 959 potential units were registered. From 2001 to 2006 a total of 6025 potential dwelling units were registered for an average of 1004 units per year. This is in keeping with the Council approved population projection forecast which called for a growth of 1000 units per year from 2001-2006. Staff will continue to recommend registration activity to reflect the Council approved population projection forecasts. Currently this forecast calls for an average of 900 units per year from 2007 to 2010. The recommendation of 1059 potential units exceeds the current population projection forecast of 900 units per year, but it reflects that 335 potential units are contained within 3 apartment blocks scheduled to be included in the various registrations. It is logical that these blocks are included in the registration. There are only 424 potential detached or semi-detached dwellings included in the overall recommendation.

10.2 Building Permit Activity

Residential building permit activity was stable in 2007. The residential permit activity for 2007, a total of 823 units at the end of October is projected to be slightly higher than the 836 permits issued for new units in 2006. Buoyed by a strong economy, 6004 permits (excluding accessory apartments) were issued for new dwelling units from 2001 to 2006 for a year over year average of 1000 units. This matches exactly the Population Projections endorsed by Council. These projections indicated that the City would grow at a rate of approximately 1000 dwelling units per year for the years 2001 to 2006 and 900 units per year from 2007 to 2011. The year end permits in 2007 are expected to exceed 900 units (including accessory apartments). The 20-year average is 904 dwelling units per year as noted on Schedule 6.

Notes:		
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10.3 Phasing Policy

The phasing policy (established in 2005) for large scale residential subdivisions is effective in introducing new potential dwelling units at a moderate rate into the medium term housing supply (plans with Draft Plan approval). During 2007, 2 draft plans of subdivision containing 98 potential units received Draft Plan approval (see Schedule 3). In support of Council's direction to reduce the inventory of units in draft approved and registered plans, the 2008 DPP highlights plans (or phases of plans) anticipated to be presented to Council for the consideration of Draft Plan approval in 2008 (see also Schedule 3). These are the subdivisions where staff time and resources will be allocated to resolving issues so that they can be considered by City Council. If supported these subdivisions would add a potential 1119 dwelling units to the medium term supply. While this number appears high, it is important to note the lack of draft approval activity in 2007 (only 98 units received Draft Plan approval). The recommendation therefore includes a carry-forward of 577 potential units that were anticipated to be considered for draft plan approval in 2007 (based on Council's approval of 675 potential units). Even if all the units (1119) were to receive Draft Plan approval by Council, the two year average is 608.5 dwelling units, which is less than our current growth projections (900 dwelling units per year from 2007-2010) and will not negatively impact the direction to reduce the medium term supply of units.

10.4 Inventory of Units

A lack of new units receiving Draft Plan approval has reduced the medium term inventory of units from approximately 6300 units in 2007 to 5675 units in 2008. This equates to an overall supply of approximately 6.3 years of growth at 900 units per year (see Schedule 7) which is the lowest inventory in the history of the DPP. Through careful management, the medium term supply of dwellings has been reduced from a high of 7600 units in 2003 to the current 5675 units. The medium term supply of low density dwellings (detached and semi-detached dwellings) is now at a 4 year supply; down from a 5 year supply in 2007 while the inventory of townhouses and apartments remains high. Within Draft and Registered Plans there are 3699 potential townhouse and apartment units (approximately 65% of the supply).

For the first time, the DPP has also included an inventory of zoned townhouse and apartment infill sites not included in Draft or Registered Plans. There are 1206 potential townhouse and apartment units within this category. When theses numbers are added the overall short and medium term supply of units increases to a 7.6 year supply and the townhouse and apartment units include 71% of the available supply. The medium term supply of units within Draft and Registered plans is at the lowest level recorded since the inception of the DPP and the supply of new low density forms of housing (detached and semi detached dwellings) is approaching the minimum requirements (3 year supply) under the Provincial Policy Statement. A managed approach to the introduction of new units is essential in conjunction with long-term water and wastewater capacities.

10.5 Water and Wastewater

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

The data indicates that the current wastewater treatment plant has the capacity for the registration of an additional 6850 units of residential development, which equates to 7.6 years of growth based on the population projections. For water, the data indicates a current capacity to register an additional 4000 dwelling units, which equates to a 4.5 year supply. In addition, long range forecasting shows the City has sewage treatment capacity for approximately 12,700 additional residential units and water capacity for 7100 units.

10.6 Recommendations

City staff recommend that the 2008 Development Priorities Plan (DPP) be approved (Schedules 2, 3 and 4) and used as a guide to manage the rate and timing of development for the next year. The 2008 DPP recommends that Council support the creation of up to 1059 potential dwelling units from the registration of plans in 2008 (See Schedule 2). This figure is the lowest recommended total since the DPP was created in 2001. The figure also reflects a couple of new realities for new development.

1. The DPP needs to respond to the population projection forecast, which recommends the creation of approximately 900 potential new units from 2007 – 2010. This is down from the 1000 dwelling units per year from 2001 to 2006.

The 2008 DPP recommends support for the creation of up to 1059 dwelling units from the registration of plans in 2008. 2. The Growth Plan for the Greater Golden Horseshoe now generally requires that by the year 2015, 40% of new growth occur within the built up areas of Cities. The final minimum requirement will be spelled out in the final recommendations for the Local Growth Management Strategy following discussions with the Minister of Public Infrastructure Renewal. However, since most of the new subdivision activity identified by the DPP is expected to be identified beyond the built boundary (i.e. Greenfield area) there is the need to take a more conservative approach to Greenfield approvals and commitments to achieve the intensification target.

Included in the 1059 potential units is a carryover of 122 units that were identified for registration in 2007. If these units are removed, 937 new units are included in the recommendation. In the recommendation, consideration was also given to the registration activity in the past two years. In 2007, 959 potential units were registered and in 2006, 648 potential units were registered. The two year average is 800 units per year. Both the number of new units (937) and the average of the past two years are consistent with Council's current population project forecast of 900 units per year.

The breakdown of the components of the 1059 dwelling units is 392 detached, 32 semi-detached, 300 townhouses and 335 apartment units. If these registrations are endorsed, the City will continue to have a sufficient supply of lots and blocks in registered plans to respond to market needs and trends and maintain a competitive market place in terms of pricing. In terms of short-term supply, there are 3058 potential units (as of October 31, 2007) currently available for building permits in registered plans. This overall number is up from last year's DPP (2785 units). The addition of the 1206 potential units in infill townhouse and apartment site pushes this total to 4264 potential units. The majority of potential units in the short term supply, approximately 3044 units (71%) are in potential multiple residential projects (Schedule 7).

This year's DPP also recommends a number of plans for consideration of draft plan approval in 2008 (see Schedule 3). Included in the plans are approximately 1119 future dwelling units. This relatively large number reflects that only 98 units received Draft Plan approval in 2007. When the units carried forward from last year (577) are discounted, only 542 new units are contained within the recommendation. This is in keeping with the population projection (900 units per year). Again, even if all the units (1119) were to receive Draft Plan approval by Council, the two year average is 608.5 dwelling units, which is also less than our current growth projections (900 dwelling units per

year from 2007-2010) and will not negatively impact the direction to reduce the medium term supply of units.

City Staff have begun make a number of changes to the DPP this year in response to the Places to Grow legislation and our commitments under the Growth Plan for the Greater Golden Horseshoe. Further changes will be incorporated when the Local Growth Management Strategy is finalized.

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NUMBER, TYPE AND DISTRIBUTION OF POTENTIAL UNITS IN DRAFT PLANS OF SUBDIVISION REGISTERED BETWEEN OCTOBER 31, 2006 AND OCTOBER 31, 2007

Northwest '

Plan # and Name	Detached S	eml-detached	Townhouses	Apartments	Total
TOTAL	0	0	· 0	0	0

Northeast

Rian # and Name	Detached S	emi-detached&	-Townhouses**	Apartments	臺甸商間屬
61M-142 Watson East Ph 5	35				35
61M-147 Northern Heights Ph 3	43	•			43
61M-144 (Morning Crest)	87	32	36		155
Grangehill 4B	117	64	50		231
Northview Ph 2	54		43		97
TOTAL	336	96	129	0	561

South

					and the second
Plan #and Wame		Semiedetached	وبرابعه والإرجاز والإرجاز الدوالية فتتحد فتتخط الذوار والمتحدة والمحدة	Apartments	
61M-146 Victoria Gardens Phase 3	86	18	86		190
974 Edinburgh Road South	9				9
61M-143 - Westminister East Ph 3	159		40		199
TOTAL	254	18	126	0	398
					· · · ·
ACTUAL OVERALL TOTAL (2007)	590	114	255	. 0	959
APPROVED 2007 DPP	662	64	361	0	1087
· · · · · · · · · · · · · · · · · · ·					
ACTUAL OVERALL TOTAL (2006)	522	0	126	0	648
APPROVED 2006 DPP	855	106	326	0	1287
ACTUAL OVERALL TOTAL (2005)	759	128	331	0	. 1218
APPROVED 2005 DPP	1056	140	324	0	1520 .
			· · · ·		
ACTUAL OVERALL TOTAL (2004)	315	66	211	100	692
APPROVED 2004 DPP	805	85	349	100	1339
ACTUAL OVERALL TOTAL (2003)	774	60	126	0	960
APPROVED 2003 DPP	926	134	125	0	1185
<u> </u>				<u> </u>	
ACTUAL OVERALL TOTAL (2002)	567	120	127	199	1013
APPROVED 2002 DPP	1002	152	168	199	1521
ACTUAL OVERALL TOTAL (2001)	575	84	410	425	1494
APPROVED 2001 DPP	790	166	449	446	1851

* Semi-detached numbers are unit counts

*Townhouses and apartments based on approved zoning

SUMMARY OF 2008-POST 2009 PROPOSED STAGING DWELLING UNIT TARGETS

Sectorit Single Semi-Semi-Semi-Semi-Sectority Apartments Sictails Detached:

2008 Proposed Registrations

Northeast	143	0	6	167	316
Northwest	98	32	32	0	162
South	151	0	262	168	581
Subtotal	392	32	300	335	1059

2009 Anticipated Registrations

		<u> </u>			
Northeast	249	128	249	165	791
Northwest	117	0	50	0	167
South	114	0	107	0	221
Subtotal	480	128	406	165	1179

]	Post 2009 Ant	icipated Regist	trations		
Northeast	641	92	508	235	1476
Northwest	0	0	0	877	877
South	784	28	627	742	2181
Subtotal	1425	. 120	1135	1854	4534
· · · ·	······				
2008 DPP OVERALL	2297	280	1841	2354	6772
2007 DPP OVERALL	2780	486	1739	2253	7258
2006 DPP OVERALL	3082	450	1848	1964	7344
2005 DPP OVERALL	3767	646	2198	2013	8624
2004 DPP OVERALL	3867	734	2012	2071	8684
2003 DPP OVERALL	4132	. 806	1752	1935	8625
2002 DPP OVERALL	4141	831	1628	2127	8727

Draft Plan Approval Activity

Plans Anticipated to be Considered for Draft Plan Approval in 2008

Northeast	Single		Townhouses	Apartments	Total
23T-04501	的过去式和过去分词	eracueo:			
340 Eastview Rd / Morning Crest	68	94	25	165	352
23T-07502	00	- 54	25	105	352
294-316 Grange Rd	6	34		22	62
23T-07505					02
300 Grange Rd	14		78		92
Total Northeast	88	128	103	187	506
Northwest					
Total Northwest					
South 1997 The second se					
23CDM05506					
1159 Victoria Road South	82		20	108	210
23T-01508					
Kortright Rd E	175	28		· ·	203
23T-02502			-		
Westminister Woods East Ph 4	93			107	200
23T-06503					
Southgate Business Park					
Total South	350	28	20	215	613
Overall Total	438	156	123	402	1119

Plans that were Draft Approved during 2007

The second second second		Contractor State State 1 44 27	and all the second and the second second second	
Single	i Semi Diaerana	TIOWNDOUSES	Appliments	elotel.
25		64		89
25		64		89
				法 進
]	
9				9
9	0	0		9
34	0	64	0	98
	25 25 25 9 9	25 25 25 9 9 9 0	25 64 25 64 25 64 25 64 9 9 9 0	25 64

Development Priorities Plan Draft Approved and Preliminary Plans

Sector

Residential File # D SD TH APT	Residential		Residential	Residential				DC	DC	
	APT	Comm	Comm Ind	inst Park		Expenditure	Revenue			
(Description)		<u> </u>	(ha.)	(ha.)	(ha.)	(ha.)				
Northeast	1033	220	763	567	2,538	2.884	0	3.354	\$4,966,290.69	\$13,525,813.00
Northwest	215	32	82	877	9.72	9.188	Ó	0.213	\$340,975.89	\$4,607,889.00
South	1049	28	996	910	6,756	167	2.131	4.588	\$12,315,868.53	\$12,379,173.00
TOTAL	2297	280	1841	2354	19.014	179.072	2.131	8.155	\$17,623,135.11	\$30,512,875.00

<u>Note</u>:

D = Single DetachedComm = CommercialSD = Semi-DetachedInd = IndustrialTH = TownhouseInst = InstitutionalAPT = ApartmentDC = Development Charge

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Flie # Status (Description)			Res	sidential			n Ind (ha.)			Draft Plan Approval Date	Expected
	Status	D	SD	TH	APT	Comm (ha.)		Inst (ha.)	Park (ha.)		Development
23T-86004 West Hills	Draft Approved				521	3.52		•	TBD	23/12/1987	Past 2009
Servicing Comments:	Requires extension (of existing se	irvices.								`
Timing Comments:	Developer is reviewi will include a park (s affected.	ng final area ize to be det	of plan in ermined).	conjunction Environment	with propose tal Impact St	ad realignme udy require	ant of Whit d because	lelaw Road. I natural heri	New draft pla itage feature	an expected which (woodlot) Is	
23T-88009	Draft Approved	215	32	82	356		4.688		0.213	01/06/1997	Phase 2008
23T-04503										5/13/2005	(98 D, 32 SD, 32 TH) Phase 2009 (117 D, 50 TH)
23T-04503 Mitchell Farm	Requires extension o	of existing se	arvices. St	orm sewer o	versizing (S\	W0023).				5/13/2005	Phase 2009
23T-04503 Mitchell Farm Servicing Comments: Timing Comments:	Requires extension of next						ijacent ne	lghbourhood	i.	5/13/2005	(117 D, 50 TH)

October 2007

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<u>Sector</u>

Northwest Residential

		Residential							Draft Plan	Expected	
File #	Status	D	SD	тн	APT	Comm	Ind	Inst	Park	Approval	Development
(Description)			• •			(ha,)	(ha.)	(ha.)	(ha.)	Date	

<u>Sector</u>

Northeast Industrial

			Res	idential						Draft Plan	Expected
File # (Description)	Status	D	SD	тн	APT	Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Approval Date	Development
23T-00501 Warner Custom Coating	Preliminary Part Zoning Approved						13.91 4.887			Post 2008	Post 2009
Servicing Comments:	Extension of watermal water outlet for York R	n on York load vla A	Road and d irpark Place	connection to . Storm wai	o watermain ter outlet to ^y	on Airpark F Watson Roa	Place. Exte d.	ension of se	rvices on Air	park Place. Storm	
Timing Comments:	Nоле.										
				•							

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· ,			Residen	itial						Draft Plan	DC	Expected
File # (Description)	Status	D	SD	тн	APT	Comm (ha.)	ind (ha.)	Inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
23T-98501 Vatson East Ph 6	Draft Approved	15		6	117	1.048	2.884			20/03/2001 (3 year extension to 2007/03/20)	(\$480,280) \$475,809	2008
Servicing Comments:	Extension of existing Upgrades to Eastvie				les being	completed	now. Wate	əmaln on E	Eastview Roa	d under construction	now.	
Iming Comments:	Watson Road from (Grange Road	d to Eastvley	w Road i	approved	lπ 2002 Ca	apital Budgi	et (RD0080	D).			
3T-98501 / 23T06501 Valson Creek	Draft Approved	82		124					part cash in lieu	20/03/2001 (3 year extension	·(\$623,958) \$1,151,704	2009
Servicing Comments:	Extension of existing	j services. V	/atson Road	l upgrad	es require	əd.				to 2007/03/20)		
iming Comments:	Watson Road from C	Grange Road	d to Eastvley	w Road a	approved	in 2002 Ca	ıpital Budgı	et (RD0080)).			
3T-98506 Grangehill Phase 5	Preliminary	67		53	140				0.428	Post 2008	(\$230,662) \$1,113,726	Post 2009
ervicing Comments:	Extension of existing	services.				· .						
Iming Comments:	Requires amendmer	t to the Offic	cial Plan. Th	e applica	ation is o	n hold at th	e request o	if the applic	cant. The Offi	cial Plan Identifies th	e lands as part	

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	1	1	Residentia	I	<u> </u>				Draft Plan	DC	Expected
File # (Description)	Status	D		Н АРТ	Comm (ħa.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
23T-99501 / 23T-96501 Valerlote and Martini	Draft Approved	20						cash in lieu	extension to 11/21/2009	(\$24,308) \$126,720	Post 2009
Servicing Comments:	Requires services fro	om Cityviev	v Drive. Upgrad	les to Cityvie	w Drive requ	ılred.					:
Ilming Comments:	Sanitary and water s	ervicing for	r Cilyview Drive	identified as	i a Local Imp	rovement i	Project (WS	60032, WWD	022).		
237-01501 Ingram	Draft Approved	78	. 7	2 50					06/09/2002 3 year extension to 06/09/2008	(\$939,940) \$1,010,914	Phase 2008 (44D, 50 APT) Phase Post 2009
Servicing Comments:	Requires Victoria Ro	ad North u	pgrade and ex	ension of wa	termain. Pur	nping static	on/forcemai	n constructio	n underway.		
Timing Comments:	Victoria Road North	upgrade ap	proved in 200	Capital Bud	get (RD0073	I). Registra	tion of next	phase will a	llow for completion of	the park which	
	includes the Ingram I	Farm Hous									······································
23T-01502 Northylew Estates	includes the Ingram I	Farm Hous						1.166	06/09/2002 3 year extension to 06/09/2008	(\$540,061) \$354,816	2009
		56			termain. Pur	nping static		1.166	06/09/2002 3 year extension to 06/09/2008	(\$540,061)	2009
Northvlew Estates	Draft Approved	56 ad North u	e. pgrade and ex	ension of wa				1.166	06/09/2002 3 year extension to 06/09/2008	(\$540,061)	2009
Northylew Estates Servicing Comments:	Draft Approved Requires Victoria Ro	56 ad North u	pgrade and ex pproved in 200	ension of wa				1.166	06/09/2002 3 year extension to 06/09/2008 In underway.	(\$540,061)	2009
Northvlew Estates Servicing Comments: Timing Comments: 23T-01506	Draft Approved Requires Victoria Ro Victoria Road North	56 ad North u upgrade ap 72	pgrade and ex pproved in 2003	ension of wa	get (RD007:	3).	on/forcemal	1,166 in constructio	06/09/2002 3 year extension to 06/09/2008 In underway.	(\$540,061) \$354,816 (\$87,507)	

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Northeast Residential

			Resid	ential				1		Draft Plan	DC	Expected
File # (Description)	Status	D	SD	тн	APT	Comm (ha.)	Ind (ha.)	inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
23T-03502 58-78 Fleming Road	Draft Approved	23		·					0.31 & cash in lieu	14/07/2005	(\$27,954) \$145,728	2009
Servicing Comments:	Requires extension of	f existing e	ervices.									
Timing Comments:	N/A		_									
23T-04501 340 Eastview Rd Almondale Homes /	Part Draft Approved Part Preliminary	80	94	25	165	1.49		-	1	14/03/2006 Part 2008	(\$706,672) \$1,723,759	Phase 2008 (12 D)
Morning Crest		,							۶.			Phase 2009
Servicing Comments:	Requires extension of				y portion (of the East '	Watson Pla	n. Waterrr	iain on Eastvie	w Road being cor	npleted now.	
	Upgrades to Eastview	Road bei	ng comple	ted now.								
Timing Comments:	Upgrades to Eastview Next phase requires D		- · ·	ted now.			·					
Timing Comments: 23T-07501 Grangehill Ph 7			- · ·	36	77				TBD	2009	(\$254,443) \$1,326,373	Post 2009
	Next phase requires D	Draft Plan i	approval.		77				TBD	2009		Post 2009
237-07501 Grangehill Ph 7	Next phase requires D	Draft Plan a	approval. 24	36		ch will requi	re further p	ubilc proce		2009		Post 200 9
23T-07501 Grangehill Ph 7 Gervicing Comments:	Next phase requires D Preliminary N/A	Draft Plan a	approval. 24	36		ch will requi	re further p	ublic proce		2009 2008		Post 2009 2009
23T-07501 Grangehill Ph 7 Servicing Comments: "Iming Comments: 23T-07502	Next phase requires D Preliminary N/A Requires Draft Plan ap	120 pproval. A	24 24 revised pl	36 an is exp		ch will rəqui	re further p	ubile proce	955.		\$1,326,373	

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Northeast Residential

			Residential						Draft Plan	DC	Expected
File # (Description)	Status	D	SD TH	APT	Comm (ha.)	Ind (ha.)	inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
23T-07505 300 Grange Rd	Preliminary	14	78					TBD	2008	(\$61,802) \$486,348	2009
Servicing Comments:	·				•						
Timing Comments:	Requires Draft Plan	Approval,									
UP0408 Cityview and Watson	Future	92	22					0.4	Post 2008	(\$133,335) \$695,068	Post 2009
Servicing Comments:	Part of lands require	sanitary out	et through adjac	ent lands (A	mishaw). I	Jpgrades I	o Cityview I	Drive required	i.		
Timing Comments:	Requires submissio	n of applicatio	n for draft plan a	ipproval. Re	quires CN	approval a	nd an EIS.				
			the second s								
UP0601 Tivoll/Stockford Rd	Future	12 .	26 32						Post 2008	(\$77,487) \$403,904	Post 2009
	Future	12	26 32						Post 2008		Post 2009
Tivoll/Stockford Rd	Future Requires submissio			endment an	d draft plan	of subdivis	sion.		Post 2008		Post 2009
Tivoll/Stockford Rd Servicing Comments:				endment an	d draft plan	of subdivle	sion.	0.36	Post 2008 Post 2008		Post 2009 Post 2009
Tivoll/Stockford Rd Servicing Comments: Timing Comments: UP0604 55 Cityview Drive	Requires submissio	n of applicatio	n for zoning am	endment an	d draft plan		sion.	0.36		\$403,904 (\$297,648)	

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Northeast Residential

		Residential							Draft Plan	DC	Expected
Flie # (Description)	Status	D S	D TH	APT	Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
UP0607 66-82 Eestview Road	Future	8	120					TBD	Post 2008	(\$127,107) \$662,448	Post 2009
Servicing Comments:							٢				
Timing Comments:	Requires submission required due to pro				id possible (draft plan a	pproval. En	vironmental	Impact Study		
Timing Comments: UP0709 Woodlawn/Eramosa					id possible (draft plan a	pproval. En	wironmental	Impact Słudy Post 2008	(\$282,992) \$1,475,112	Post 2009
UP0709	required due to pro	ximity to provincia	ily significant v	wetland,	d possible (draft plan a	pproval. En	wironmental	· · ·		Post 2009

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	<u>, </u>	[Res	Idential						Draft Plan	Expected
File # (Description)	Status	D	SD	тн	APT	Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Approval Date	Development
23T-03501 (SP-0201) Hanlon Creek Business Park	Preliminary						167		Trails in lleu	2006	Phase 2008 Phase Post 200
Servicing Comments:	Extension of existing side of Hanlon and p WW0052, WS0029,	ossible sa	equired. Ph nitary pump	nasing plan i ing station o	required to d lepending or	etermine red phasing pla	juirements. in. SS0002	, Possible , SW0007,	watermain ex WW0036, W	tension from east W0053, WW0040,	
fiming Comments:	Minutes of Settlemer will be dependent on	nt of Ontari MTO deve	o Municipal elopment ca	Board appe ip and timing	al approved g of Leird Ro	October 23, ad Interchar	2006. Tim Ige.	ing for dev	elopment bey	ond the first phase	
23T-06503 Southgate Business Park	Preliminary						50			2008	Post 2009
	•						50			2008	Post 2009

DRAFT SCHEDULE 4 Continued

Development Priorities Plan: Draft Approved and Preliminary Plans

Sector -

			Resi	dential		J		[[Draft Plan	DC	Expected
File # (Description)	Status	D	SD	тн	ΑΡΤ	Comm (ha.)	Ind (ha.)	Inst (ha.)	Park _(ha.)	Approval Date	Expenditure/ Revenue	Development
3T-01503 /ictoria Gardens Ph 4	Draft Approved			30	168	0.503				27/09/2002 extension to 27/09/2010	(\$1,857,810) \$655,764	2008
Servicing Comments:	Requires sanitary outlet Trunk Sanitary Sewer to required,	via Victoria be constru	Road, Pi cted in co	umping sta onjunction	ation/forcer with Victor	nain constru ia Road Brid	ction unde ge under c	rway, Gravi construction	ty sanitary ou now. Arkell R	itlet to Speed River		
Timing Comments:	Sanitary sewer construct 2006 Capital Budget (W forecasted for 2007/200	S0056). Vi	toria Ro	ad Bridge (constructio	n approved						
23T- 01507 Arkell Springs	Draft Approved	50		72						11/07/2003 extension to 11/07/2008	(\$281,252) \$470,396	2008
Servicing Comments:	None.											
iming Comments:	None.											:
3T-01508	Part Draft Approved	476	28	346	400	0.873		2.131	3.014	03/01/2006	(\$4,372,685)	Phase 2008
fortright East Pine Meadows)	Preliminary Requires sanitary outlet	via Vietorio	Pood D	umping sta	tion <i>liferen</i> er			way Gravit	y sanitany ou	Part 2008	\$6,154,452	(101 D, 160 TH Phase Post 200 (176 D, 28 SD) Phase Post 200 (199 D, 26 TH)
ervicing Comments:	Sewer to be constructed								y samary ou	וופי וט סטפט וזואפו ו	Turik Sarinary	• • •
Iming Comments:	Sanitary sewer construc Budget (WS0056), Victo Capital Budget (RD0070	orla Road Bi	idge con	struction a	n bevongq	1 2006 Capit	al Budget ((RD0051). H				Phase Post 2009

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DRAFT SCHEDULE 4 Continued

Development Priorities Plan: Draft Approved and Preliminary Plans

Sector

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			Resi	dential]				Draft Plan	DC	Expected
File # (Description)	Status	D	SD	тн	АРТ	Comm (ha.)	Ind (ha.)	Inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
3T-02502 Vestminister Woods East	Preliminary	231		404						Part 2008	(\$3,245,946) \$3,523,208	Phase 2009 (93 D, 107 TH) Phase Post 2009
Servicing Comments:	Extension of existing	services requ	ired.									
iming Comments:	Draft plan approval r	equired for ne	xt phase(s). Revised	submissio	n and stagir	ng strategy	has been r	eceived.			
3T-03507 Pergola	Draft Approved			26	77	5.38		<u></u>	0.446	26/05/2006	(\$742,646) \$363,009	Phase 2008 (Commercial Blocks Phase Post 2009
ervicing Comments:	Sanitary sewer outle Developing part of la						e, Watermi	ain extensio	on on Gordon S	Street required.		
iming Comments:	Application for zonin south of Clair, impro	g amendment vements foreca	for comm asted for :	ercial uses 2009 in 20(submitted)6 Capital I	In 2007, Fir Budget (RD)	st phase (2 0114).	2008) is the	commercial co	mponent of plan. (Gordon Street,	
3T-05501 /ictoria Park West	Preliminary	14							cash in lleu	Post 2008	(\$17,015) \$88,704	Post 2009
ervicing Comments:	Detailed servicing re Gravity senitary outle construction now.	port required, i at to Speed Riv	Requires ver Trunk	sanitary ou Sanitary S	itlet via Vic ewer to be	toria Road. I constructed	Pumping si I in conjund	ation/force tion with Vi	main construct ictoria Road Br	ion underway. Idge under		
iming Comments:	Requires Draft Plan Budget (WS0055) ar	approval. Requ	uires envi ition/force	rohmental :	studies. Sa oved in 200	nitary sewel 16 Capital Bi	r constructi udget (WSI	on on Victo 0056), Vict	xia Road appro	oved in 2002 Capita ae construction	al	

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DRAFT SCHEDULE 4 Continued

Development Priorities Plan: Draft Approved and Preliminary Plans

South					i · · · ·		1	r	Draft Plan	DC	Expected
File # (Description)	Status		Residential D TH	АРТ	Comm (ha.)	Ind (ha.)	inst (ha.)	Park (ha.)	Approval Date	Expenditure/ Revenue	Development
23CDM05506 1159 Victoria Rd South	Preliminary	82	20	108				cash in Ileu	2008	(\$988,238) \$298,268	Post 2009
Servicing Comments:	Detailed servicing rep Gravity sanitary outle construction now.										
Timing Comments:	Requires Draft Plan a Budget (WS0055) an approved in 2006 Ca	d pumping station/	forcemain appl	roved in 200	6 Capital B	udget (WS	0056). Vict	oria Road Brid	ge construction	al	
23CDM07503 0&11 Valley Rd	Preliminary	21							2008	(\$25,523) -\$133,056	2009
Servicing Comments:											
Timing Comments:	Requires Draft Plan a	ipproval.									
ZC0306 1897 Gordon Street Krizsan-Bird	Preliminary	27	40	60				0.26	Post 2008	(\$258,395) \$195,412	Post 2009
Servicing Comments:	Gordon St services ar water booster station.		lred. Developn	nent of a po	tion of the l	ands will re	quire the c	onstruction of (either a new water j	pressure zone or a	
fiming Comments:	Requires approval of (RD0114). South end							forecasted for	2009 in 2006 Capil	tel Budget	
JP0301 Dallan	Future	148	58	97				0.868	Post 2008	(\$807,612) \$1,233,412	Post 2009
Servicing Comments:	May require servicing servicing report requir		djacent lands.	Developing	part of land	ls may requ	ilre water pi	ressure booste	r system. Detalled		
iming Comments:	Requires submission (of Traffic Impact S	tudy for applica	ation for Dra	ft Plan appi	roval to be	considerad	complete.			

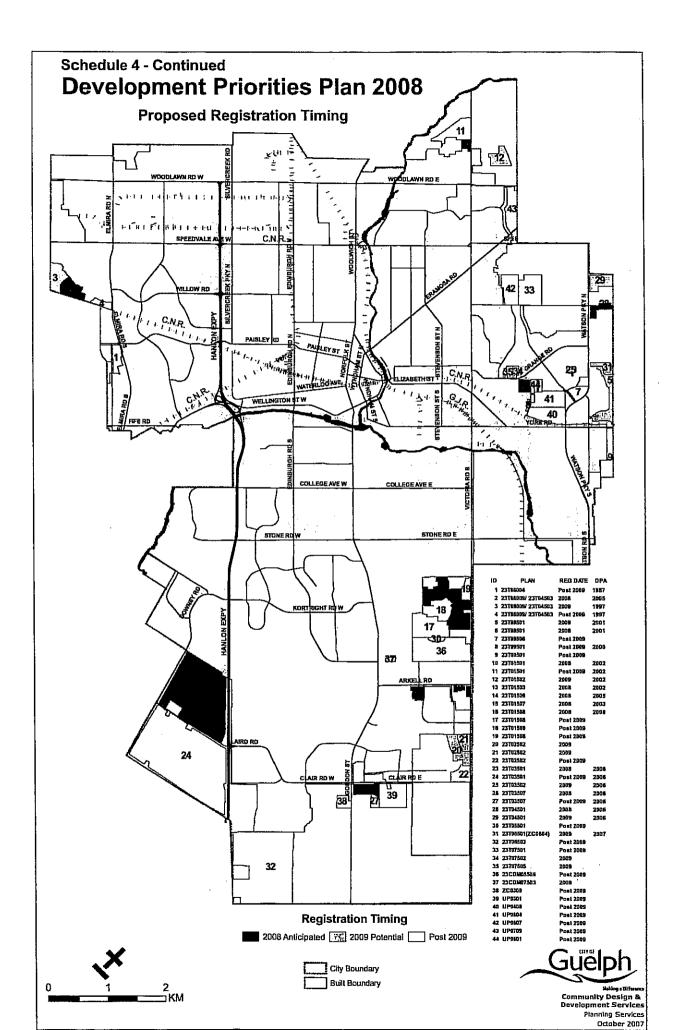
<u>Sector</u>

October 2007

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Page 3

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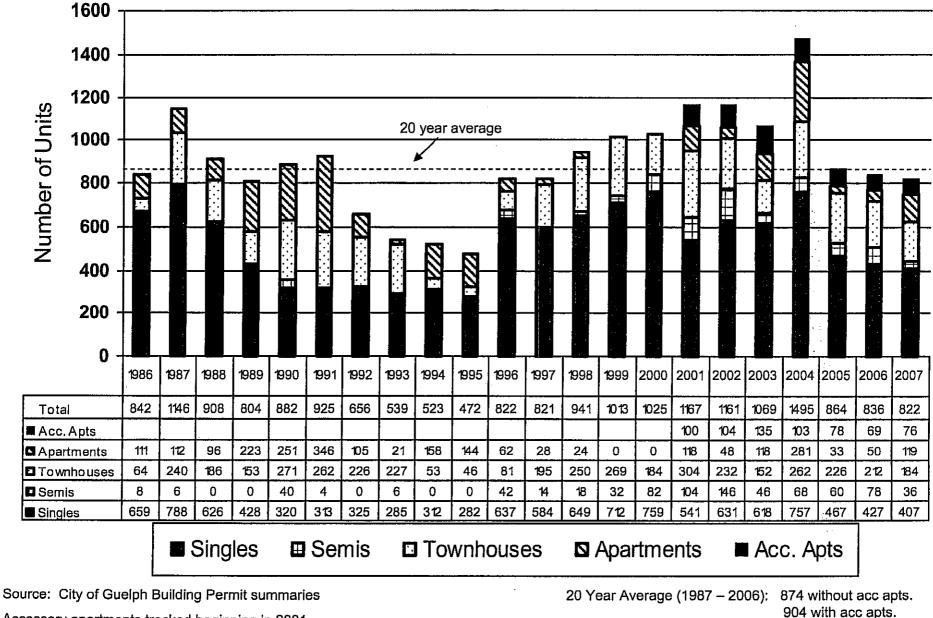
Building Permits For New Residential Units by Dwelling Unit Types as of October 31, 2007

Month		igle- iched		mi- ched	Town	houses	Apar	tments		ssory pts	Building Permit Totals	Demol	itions	Net Totals
	2007	2006	2007	2006	2007	2006	2007	2006	2007	2006	2007 2006	2007	2006	2007 - 2006
January	20	38	0	4	15	16	0	0	8	5	43 . 63	1	2	42 61
February	25	28	4	2	34	11	0	0	4	3	67 44	2	0	65 44
March	51	43	4	6	36	33	0	50	4	9	95 141	1	0	94 141
April	43	33	6	10	9	11	0	0	7	7	65 61	1	1	64 60
May	63	57	2	4	39	0	34	0	6	7	144 68	3	1	141 67
June	48	25	0	6	22	33	0	0	12	6	82 70-	2	4	80 66
July	53	38	4	16	7	39	0	0	6	6	70 99	0	0	70- 99
August	39	36	2	6	4	5	84	0	13	4	142 51	3	3	139 48
September	29	32	6	6	18	6	0	0	10	8	63 52	0	3	63 -co :49
October	36	31	8	4	0	15	0	0	8	8	52 58.	1	1	51 57
November		31		0		4		0		5	0		1	.0 39
December		35		14		39		0		1	0 89-		1	.088
Totals	407	427	36	78	184	212	118	50	78	69	823 836	14	17	809 819

Source: Building Permit Summaries, Community Design and Development Services

Distribution of Permits Based on		Un	its		% of Total Units
Places to Grow Areas	D	SD	ΤН	APT	
Permits within the Built Boundary:	156	8	103	186	55.04%
Permits within the Greenfield Area:	251	28	81	10	44.96%
Total Permits:	407	36	184	196	100.00%

Schedule 6 Residential Construction Activity by Unit Type City of Guelph 1986-2007



Accessory apartments tracked beginning in 2001

2007 Permits to October 31, 2007

Schedule 7 - Table 1

Potential Development Summary - Short, Medium and Long Term October 31, 2007

	<u>Singles</u>	<u>Semis</u>	<u>Townhouses</u>	<u>Apartments</u>	<u>Total</u>	<u># of Years</u> <u>Supply</u>
Short Term	1072	148	954	2090	4264	4.7
Registered Plans of Subdivision	1072	148	748	1090	3058	3.4
Infill Townhouse and Apartment Sites			206	1000	1206	1.3
Medium Term Draft Plans of Subdivision	724	32	572	1289	2617	2.9
Long Term Preliminary Plans & Unofficial Proposals	1573	248	1269	1065	4155	4.6
Overall Total	3369	428	2795	4444	11036	12.3
Total Draft and Registered Plans Total Short and Medium Term	1796 1796	180 180	1320 1526	2379 3379	5675 6881	6.3 7.6
Previous DPP's Total Draft and Registered Plans	<u></u>	;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;				
DPP 2007	2145	266	1364	2511	6286	7
DPP 2006	2123	310	1441	2440	6320	7
DPP 2005	2227	430	1544	2344	6545	7.3
DPP 2004	2481	425	1348	2330	6584	7.3
DPP 2003	2958	515	1660	2463	7596	8.4
DPP 2002	2851	518	1213	2059	6641	7.4
DPP 2001	3230	372	1144	2151	6897	7.7

Registratio			Places to	Sin	ngle-Detached Semi-Detached			hed	Townhouse			Apartment			Total		
n Date	Sub	division Name	Grow*	Total	Permits	Vacant	Total	Permits	Vacant		Permits	Vacant	Total	Permits	Vacant	Permits	
1988	779	Old Stone Estates	Built	Units 79	2007	Units 1	Units	2007	Units	Units	2007	Units	Units	2007	Units	2007	Units
1996	856		Built	122		0				60		15				0	1
1998	61M8	Paistey Village	Built	118		ō	16	0	0	118	0	0	236	34	169	34	169
1998	61M13	Carrington Place	Built	58		0			<u> </u>	24	13	Ő				13	0
1998	61M18	Grangehill Ph 3	Built	151	2	4	70	0	8	151	0	0	50		0	2	12
1998	61M26	Paisley Village Ph 2	Built	222		0				129	Ð	129				0	129
2000	61M35	Westminister Woods Biks. 181 & 182	Bullt	20		5										o	5
2000	61M45	Pine Ridge East Ph 2	Built	43	1	0				42	٥	٥				1	0
2000	61M48	Stephanie Drive	Bulit	41		0	60	2	2	21	0	0	80	0	80	2	82
2000	61M53	Elmira Road Extension	Built			0				[347	0	347	D	347
2000	61M54	Victoria Wood (Kortright 4)	Built	88		0				30	0	30				D	30
2001	61M55	Gles (Kortright 4)	Built	157		1	4	0	0						Ì	<u>0</u>	1
î <u>ğ</u> ne (SHARE	antistialitetia Altania in 5	(Garëne) fr			- 6g		G)	ĩ	$ \hat{j} $	1	i)	ំខ្ញុំត្រ	()	100	0	(QQ)
2002	61M67		Built	64	3	2				1				<u> </u>	<u> </u>	3	2
2002	61M68	Chillico Helghts	Built	198	· · · · · · · · · · · · · · · · · · ·	0	38		2	36	0	36				0	38
2002	61M69	Cedarvale- Schroder West	Built			0				91	O	7	99	O	99	O	106
2002	61M70	Clairfields Ph 4	Built	125	4	6										4	6
2003	61M82	Southcreak Ph 9B Westminister	Built	50		8				ļ		<u> </u>			ļ	0	8
2003	61M83	Woods Ph 4	Built	177	l	0	44		2	38	6	0				6	2
2003	61M84	Chillico Woods	Bulit	96	4	8	16		0	58	10	14				14	22
2016)\$.	SHORES.	ज्याद्व (सुलान) है सहरा मिन्ना ते - विभिन्नारी, इलाने जीव्यक्तारीह			6					ļ	-	1 -1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	ļ	; ;===: <u></u>	! {	10	
:70098	503,200	在别问 1999年5月1日日中的1993年1993	ម្នំតែខ្លះឆ្នាំតា	ារផ្ទុ							Ę.	ţ)				,	
2004	61M91	Valleyhaven	Built	72		3										0	3
2004	61M93	Grangehill Ph 6B	Built	15		3 0	2			С.		<u></u>		6)			13
2004	6 6 6 9 5	warden papiers		10				(i)					84	84	0	84	0
2004		Bathgate Drive	Bulit	12	2	4								<u> </u>	<u></u>	2	4
2004	61M104	Southcreak Ph 9C	Built	54	3	1	10	D	0	1				1	-	3	1 1
2004		VBA Ph 5	Built										_405	0	280	0	280
2005	61M107 61M108	Valleyhaven Ph 3 Vic Gardens Ph 2A	Built Built	66 106	7	16 4	22	4	0					<u> </u>	<u> </u>	<u>11</u> 9	<u>16</u> 4
2005	61M110	Pine Ridge East Ph 7	Built	8		0	30		2	72	8	56				8	58
20105	នៃរាណ	Mentaga Esserita 3	L Lager	<u>7</u> 7	1	ų. 	-			79	້າຊີ່	12	_			36	i. 21.
្ទីសិស្ត្រ				1.2	jara-ara j ₁₂		ineer and a state of the state	(<u>1</u>	;	;=			i.		<u> </u>		
	he na na se	Phile Martines (98-5	Grafia	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	jiidy	ļ		<u> </u>			5. ·				12	10
2005		Arkell Springs Ph 1		55	20	11	2	2	0							22	11
2005	61M119	Vic Gardens Ph 2B	والمتكاف	46	7	2				49		0				7	2
<u> 1065</u>		······································	(Serenanda)	- 91¢	3	<u>_</u>	20	6	- 1	-54 -	· · · ·	24) 2				4121	71
2005 201615		Fleming/ Pettitt	Built	55 1213	19	13										19	13
	5 Set Alt At	WERE CHARTER	(ភ្នំ-ខ្លះដភ្លា បើកចុះជាតិ	7'01	310 10 10	<u>\$</u> 61	22		् र	(P) ()	-50)			<u> </u>		ા દીધે યુદ્ધ	·:(0);;;
<u>1</u> .662	FILMER	anisterior Billis is a	इ.स.च्यत	Ciare:	1 36	12	im svinas 1 1			1		i i			<u>⊹</u> ⊧	11. 11. (115)	-
1005			Green	27			-	<u></u>	; ;	 	2 d 2 -						63
2006	61M133	Conservation	Built	80	55	25											1
2000		Estates Dawn Avenue							<u> </u>	28		28	<u> </u>	<u> </u>	<u> </u>	55	53
2007	61M136	Joseph St.	Built Built	3 15	3	0 14		<u> </u>							3	3	3
	let ministr	an an street with the state	A gereizini	h điển		312				-35		Эĉ				- i):!	1 1651
2007		Woodside Drive	Built	12	1	11										1	11
2007	lanı a		daraan.			1.740				10	ñ		<u> </u>		ţ.		()) (12)()
		ិរចូលត្រូនី៖នេះទិង្សន៍	·	3715	204	<u> </u>	A44	20	24			<u> </u>	4440	4-17	i	0	<u> </u>
		Total Built B			394 141	676 139	444 312	36 8	34 16	1386 947	118 37	533 315	1413	118 118	1090 978	666	2333
			reenfield		253	537	132	28	18	439	 	218	112	0	112	304 362	1448 885
• Built - with	in the Dui	It Boundary; Green =											the second s	nin Built F			

Schedule 7 Table 2 Building Permits and Vacant Lots by Registered Plan of Subdivision

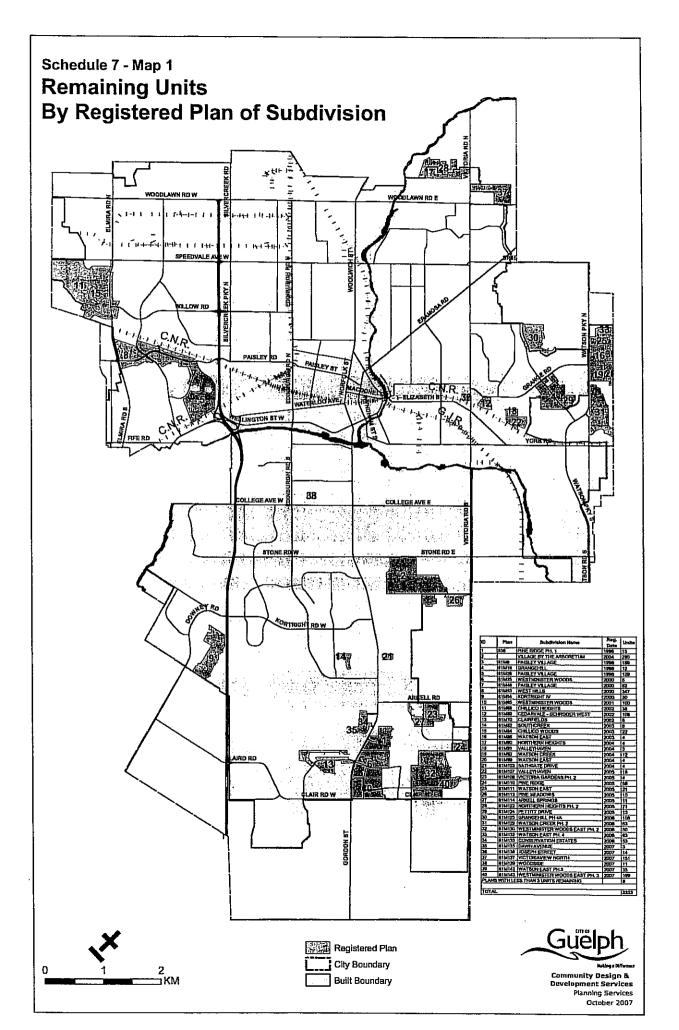
 Total Greenfield
 1307
 253
 537
 132
 28
 1

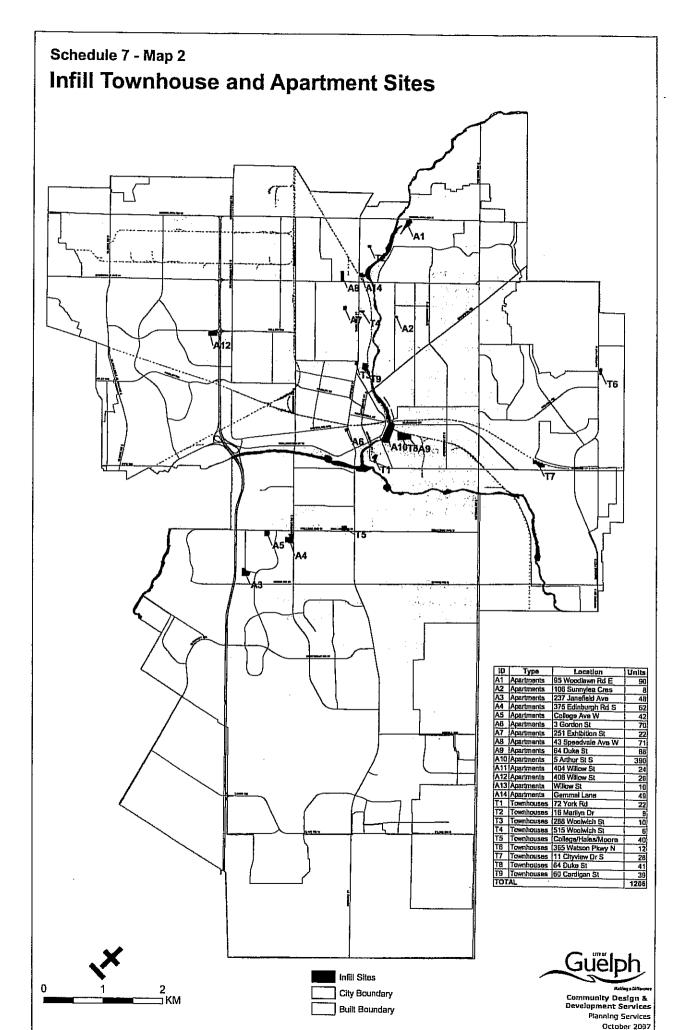
 * Built = within the Built Boundary; Green = within the Greenfield area as defined by Places to Grow Source: Building Parmit Summaries, Community Design and Development Services

 218
 112
 0
 112
 362
 885

 % of Total within Bullt Boundary
 45.65%
 62.07%

 % of Total within Greenfield
 54.35%
 37.93%





Schedule 8 2008 DPP Water/Wastewater Firm Capacity

Explanation: This table shows the determination of how many units can be serviced (line 4) after subtracting the actual daily flow used (line 2 a) and 2 b)) and the servicing commitments (line 3) from the total available firm capacity (line 1). Line 5 shows how many units are proposed to be registered in the 2008 Development Priorities Plan and line 6 confirms whether there is capacity available for these units.

		Water	Wastewater
1	Firm Capacity	75,000 m³/day	64,000 m³/day
2 a)	Average Maximum Daily Flow (water)	64,361 m³/day	N.A.
2 b)	Average Daily Flow (wastewater)	N.A.	51,229 m³/day
3	Servicing Commitments	5,263 m³/day (3,928 units)	5,454 m ³ /day (3,928 units)
4	Available Servicing Capacity to Register New Dwelling Units (Uncommitted Reserve Capacity)	4,012units	6,852 units
5	Units to be Registered in 2008 based on the proposed Development Priorities Plan	1,059 units	1,059 units
6	Capacity Available	YES (2,953 units)	YES (5,793 units)

<u>Notes</u>

1. Total Available Firm Capacity:

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

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

- 2. a) **Maximum Daily Flow (water)** is the actual maximum daily flow based on the past three year average.
- 2. b) Average Daily Flow (wastewater) is the actual average daily flow for wastewater treatment based on the past three year average.
- 3. Servicing Commitments are registered and zoned lots/blocks that could currently proceed to building permit and construction. The figure for servicing commitment for wastewater treatment also includes a total of 1260 m³/day committed to the Village of Rockwood.

Responses to the Draft 2008 Development Priorities Plan

 Internus
 1700 Langstalf Road, Suite 2003, Concord, Ontario LdK 383

 Internus
 Internus

 Internus
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City of Guelph Community Design and Development Services 59 Carden Street Guelph, Ontario N1H 3A1

Attention: Ms. Meilasa Castellan, MCIP, RPP, Senior Development Planner

Dear Ms. Castellan

Re: 2008 DEVELOPMENT PRIORITIES PLAN

Further to your letter of October 17, 2007 we have the following comments.

 Page 6 shows Draft Plan Approval for Grangehill Phase 7 in 2008 and expected development post 2009.

We agree with the draft approval timing of 2008, however we request that 50% of the units be allocated for development in 2009.

We would appreciate your confirmation of this request, and thank you for your cooperation.

Yours truly Cobert L. Hooshley, P.Eng Vice-President RLH:st

File:Guelph/ph7/DP.

c: John Cox, J.L. Cox Planning Consultings Inc Fax: (519) 837-1701





October 16, 2007

Project: 01-3367

Mr. Al Heame Senior Development Planner Community Design and Development Services City of Gueloh 59 Carden Street GUELPH, Ontario NIH 3A1

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

OCT 16 2007

Dear Mr. Hearne:

Re: Revision to Apartment Units within the Proposed Official Plan Amendment, Zoning Amendment, Draft Plan of Subdivision and Common Element Condominium Part of the Northeast Half of Lot 5, Concession 8 (Formerly Puslinch Twp.) 1159 Victoria Road South (Victoria Park West Golf Course) Owners Diodoro Investments Limited (Ted De Corso)

Further to my letter of July 25, 2007, the owner has been in discussion with a number of builders regarding the development of this site. You will recall that the apartment buildings proposed for this site were to be 3 storeys in height and contain 19 units per building. It has now been decided that a 4-storey building is more appropriate as there will be a need to provide elevators within these buildings and at 3 storeys in height, this becomes a less viable project.

Attached is a revised plan that now shows each apartment building containing 26 units. Although the footprints remain the same with some additional surface parking, we have chosen to modify the plan so that the accompanying "Relevant Information" chart on the face of the plan accurately reflects the unit breakdown.

The project will now contain a total of 210 units with approximately 61% of these units being townhouses or apartment dwellings.

Should you have any questions, please do not hesitate to call me.

Yours very truly

BLACK, SHOEMAKER, ROBINSON & DONALDSON LIMITED

XIOENA (Ce

Nancy Shoemaker, B.A.A., M.C.I.P., R.P.P.

Attachment

Copy: Mr. Teo De Corso, Diodoro Investments Limited

A. B. DONALDSON, O.L.S., O.L.R. I. D. POBINSON, E.S.C., O.L.S., O.L.P. K. F. HILLS, B.S., O.L.S., O.L.I.P. N. C. SHOEMAKER, B.A.A., M.C.LP., FLPP

	
:	

Melissa Castellan

From: peter linke [almondale@rogers.com] Sent: Tuesday, October 23, 2007 1:59 PM

To: Melissa Castelian

Subject: Fw: Draft DPP 23T-04501

----- Original Message -----From: <u>peter linke</u> To: <u>meliasa,catellan@quelph.ca</u> Sent: Tuesday, October 23, 2007 1:21 PM Subject: Fw: Draft DPP 23T-04501

---- Original Message -----From: <u>peter linke</u> To: <u>melisssa.castellan@guelph.ca</u> Sent: Tuesday, October 23, 2007 11:20 AM Subject: Draft DPP 23T-04501

Hi Melissa.

Re: 340 Eastview Road Morning Crest Subdivision

We responded to the draft DPP yesterday by phone call to you and you agreed with us on the following:

1) Subdivision referred to as Morning Crest Phase 1, Morning Crest Phase 2 as will be shown on the subdivision sign

 In Schedule 3, "Draft Plan Approval Activity", the error regarding numbers will be corrected. There will be 94 Semi-Detached, 25 Townhouses, Total 352.

Any questions or further discussion, please call or email.

Thanks again.

Regards.

Peter





October 25, 2007 Our File: S-284

City of Guelph Community Design and Development Services Planning and Development Services 59 Carden Street Guelph, ON NIH 3A1

Attention: Mr. Scott Hannah Manager of Development Planning

> Re: 2008 Development Priorities Plan Bird Property 1897 Gordon Street

Dear Mr. Hannah:

Because it is likely that this development will include a plus 5-storey building, it will be necessary to put in a water booster station. Therefore, following our review of the draft schedules and mapping for the 2008 Development Priorities Plan, we kindly request that the servicing comments for the Bird Property (City of Guelph Zone change ZC0306) be revised to state the "Development of a portion of the lands will require the construction of either a new water pressure zone or a water booster station." This revision will provide flexibility in the type of development proposed for the site and the engineering servicing design.

We trust this is the information you require at this time. If you have any questions or require additional information, please do not hesitate to call.

Yours truly,

GAMSBY AND MANNEROW LIMITED Per:

42 Demo

Christopher R. Sims, P.Eng.

AK/

COMMUNITY DESIGN AND DEVELOPMENT SERVICES 0CT 2 6 2007

cc: Mr. Tom Krizsan, Thomasfield Homes Limited Ms. Astrid J. Clos, Planning Consultant Ms. Melissa Castellan, City of Guelph

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people engineering environments

Gamsby and Mannerow Limited • Guelph, Kitchener, Listowel, Owen Sound 255 Woodbwn Road W, Suite 210, Guelph, ON NIH 811 519-824-8150 fox 519-824-8089 www.gamsby.com

2008 Development Priorities Plan

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Meliss	a Castellan		
From:	Ashid Clos (askid.clos@ajcptenning.ca)	and in the second second for hand for the second	
Sent	Friday, November 02, 2007-10:23 AM		
To:	Scott Hannah; Meiissa Castellan		
Ĉe:	'Jim Horlen'		
Subjec	: DPP - Southegte Business Park - Schedule 4		
Senis Fri To; Rajar Cc: 'Astri	m Horton [mailto:jameshorton@rogers.com] day, November 02, 2007 10:08 AM 1.Philips@guelph.ca; Geoffrey.Keyworth@guelph.ca d Clos 2 Schedule 4		

Raian:

Further to our discussion yesterday, the comment in Schedule 4 regarding the Southgate Business Park (23T-0653) should read:

"Development will be dependent on MTO approval for improvements to Maliby Road and the Hanton Expressively intersection, including upgrading of Maliby from its intersection with Southgate easienty to the Hanton"

.

Thanks

Jian Horton

wrt

SCHEDULE 11 – Staff Response

Grangehill Phase 7 - 23T-07501

Metrus Development Limited has requested that this phase be identified for consideration of Draft Plan approval in 2008 and registration in part in 2009.

The draft of the DPP circulated for comment in the fall of 2007 included the request for consideration of Draft approval in 2008 but identified registration of the plan "Post 2009". Subsequently staff has altered the final DPP to remove consideration of Draft Plan approval until 2009 while maintaining that registration of the plan in whole or in part will not occur until "Post 2009". Several issues have influenced the staff recommendation including the expectation that changes are needed to the plan to meet the Places to Grow density requirements and further public review will be necessary. This will likely delay consideration of the plan until 2009. Further, this plan is considered to be Greenfield development and the City needs to take a more conservative approach to the approval of Greenfield developments in order to ensure that it meets its intensification targets.

Staff has advised the representatives of this development of this position and the change from the Draft to the Final version of the DPP.

Victoria Park West Golf Course (23CDM05506)

Nancy Shoemaker on behalf of the applicant requested revisions to the unit counts anticipated, based on changes to the apartment building format.

Staff have made the changes requested and would advise that modifications to this development are ongoing.

Morning Crest Subdivision/Almondale Homes - 23T04501

Peter Linke on behalf of the Morning Crest subdivision (340 Eastview Road) indicated some minor oversights in the unit counts for phase 2 of this development. The correct unit counts are now identified in the DPP.

1897 Gordon Street (ZC0306 Krizsan-Bird)

Gamsby and Mannerow requested that the servicing comments for the Bird Property include the need for either a new water pressure zone or water booster station to reflect changes expected to this development to increase the density.

Staff has made the changes requested.

Southgate Business Park (23T-06503)

Astrid Clos on behalf of the owners of the proposal has requested changes to the timing comments to reflect certain road improvements.

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Staff has made the changes requested.

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Schedule 8 2008 DPP Water/Wastewater Planning Capacity

Explanation: This table shows the determination of how many units can be serviced (line 5) after subtracting the actual daily flow used (line 2 a) and 2 b)), the servicing commitments (line 3) and the draft plan approval commitments (line 4) from the total available planning capacity (line 1). Line 6 how many units are proposed to be draft plan approved in the 2008 Development Priorities Plan and line 7 confirms whether there is capacity available for these units.

		Water	Wastewater
1	Planning Capacity	83,100 m ³ /day	73,300 m ³ /day
2 a)	Average Maximum Daily Flow (water)	64,361 m ³ /day	N.A.
2 b)	Average Daily Flow (wastewater)	N.A.	51,229 m³/day
3	Servicing Commitments	5,263 m ³ /day (3,928 units)	5,454 m ³ /day (3,928 units)
4	Draft Approval Commitments	3,881 m ³ /day (2,896 units)	3,093 m³/day (2,896 units)
5	Available Servicing Capacity for New Draft Plan Approved Units (Uncommitted Reserve Capacity)	7,161units	12,666 units
6	Units to be Draft Plan approved in 2008 based on the proposed Development Priorities Plan	1,119 units	1,119 units
7	Capacity Available	YES	YES
		(6,042 units)	(11,547 units)

<u>Notes</u>

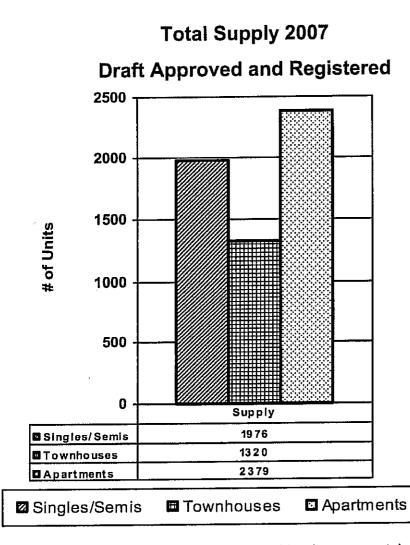
1. Planning Capacity:

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

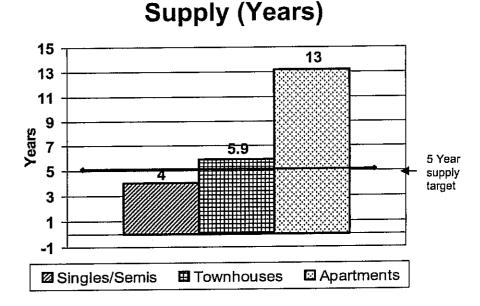
Wastewater - based upon the approved assimilative capacity of the Speed River. Plant expansion to provide an additional 9,000 m³/day of treatment capacity in order to reach the approved assimilative capacity is planned for 2008.

- 2. a) Maximum Daily Flow (water) is the actual maximum daily flow based on the past three year average.
- 2. b) Average Daily Flow (wastewater) is the actual average daily flow for wastewater treatment based on the past three year average.
- 3. Servicing Commitments are registered and zoned lots/blocks that could currently proceed to building permit and construction. The City provides servicing commitment at the time of lot/block registration in keeping with the agreement with the MOE. The figure for servicing commitment for wastewater treatment also includes a total of 1260 m³/day committed to the Village of Rockwood.

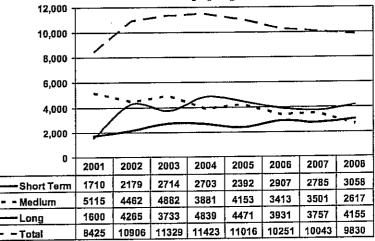
Schedule 9 Total Draft and Registered Plan Analysis



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



DPP Overall Supply 2001-2008



COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	April 10, 2008
SUBJECT	Growing the Greenbelt Plan
REPORT NUMBER	08-44

RECOMMENDATION

"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 and to the County of Wellington, the Townships of Puslinch and Guelph Eramosa, as the City's comment on the draft criteria for Growing the Greenbelt."

SUMMARY

The Ministry of Municipal Affairs and Housing has developed draft criteria for public consideration in order to address potential requests "to grow the Greenbelt."

The Ministry has requested comments and suggestions on the draft criteria by April 30, 2008.

A copy of the Consultation Paper circulated by the Ministry is attached as Schedule A.

Purpose of this Report

The purpose of this report is for Council to provide comments to the Minister of Municipal Affairs and Housing on the merits of the proposed criteria for expanding the Greenbelt Plan.

REPORT

The following report is structured to address the following:

- 1. What is the vision of the Greenbelt Plan?
- 2. What area is currently included in the Greenbelt Plan?
- 3. How can the Greenbelt Plan be amended?
- 4. What are the draft criteria for "growing the Greenbelt" and are the draft criteria appropriate?

These four questions are addressed below.

1. What is the Vision of the Greenbelt Plan?

The vision of the Greenbelt Plan is set out under Part 1.2.1 of the Plan as follows:

- protects against the loss and fragmentation of the agricultural land base and supports agriculture as the predominant land use;
- gives permanent protection to the natural heritage and water resource systems that sustain ecological and human health and that form the environmental framework around which major urbanization in south central Ontario will be organized; and
- provides for a diverse range of economic and social activities associated with rural communities, agriculture, tourism, recreation and resource uses.

The goals elaborate on the vision and provide further details with regard to agricultural and environmental protection, and cultural, recreation and tourism activities that are considered compatible with the vision of the Plan.

Policies Affecting Settlement Areas

The Goals also address the role of "settlements areas"¹. In the context of the Greenbelt Plan, the City of Guelph would meet the definition of settlement area.

Part 1.2.2 Goals establishes the following goals for settlement areas:

- a) Support for a strong rural economy by allowing for social, economic and service functions through residential, institutional and commercial/industrial uses needed by the current and future population within the Greenbelt, particularly within settlements.
- b) Sustaining the character of the countryside and rural communities.

Part 1.4.2 - Structure of the Plan, states that:

"the Plan does not apply to lands within the boundaries of Towns/Villages and Hamlets, as they existed on the day this Plan came into effect. Municipal official plans will continue to govern land uses within these settlements."

¹ Settlement areas are defined in the Greenbelt Plan as follows:

Means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets that are:

a) built up areas where development is concentrated and which have a mix of land uses; and

b) Lands which have been designated in an official plan for development.

Part 3.2.2 Natural Heritage System Policies, further indicates that:

5. The Natural Heritage System, including the natural features policies of section 3.2.4, does not apply within the existing boundaries of settlement areas, but does apply when considering expansions of settlements as permitted by the policies of this Plan. Municipalities should consider the Natural Heritage Systems connections within settlement areas when implementing municipal policies, plans and strategies.

The Greenbelt Plan, as currently written, would require an amendment to both the text of the Plan, as well as the maps to include settlement areas or parts thereof within the Greenbelt Plan. The Greenbelt Plan generally does not extend into cities, with the exception of major river valley systems and the Niagara Escarpment Plan Area as illustrated on Schedule B.

However, the extension of the Greenbelt Plan to include the defined natural heritage system within a settlement area would be consistent with the vision of the Greenbelt Plan to provide "permanent protection to the natural heritage and water resource systems that sustain ecological and human health and that form the environmental framework around which major urbanization in south central Ontario will be organized," and supports the concept that natural heritage and water resource systems are interconnected both within and outside the Greenbelt Plan.

Policies Affecting the Expansion of Settlement Areas

The inclusion of land in the Greenbelt Plan outside a settlement area (for example within the County of Wellington between the City of Guelph and the Greenbelt Plan) would directly affect the ability of the settlement area to expand, as addressed below.

Policy 3.4.2 of the Greenbelt Plan prohibits expansion of settlement areas from expanding into the Greenbelt Plan until 2015.

In 2015 the Greenbelt Act requires a review (the 10 –Year review) of the Plan, at which time the settlement area expansion policies apply.

In the interim, Part 5.7 of the Plan provides for amendments to the Greenbelt Plan outside the 10-year review only in the following circumstances:

- 1. there are major unforeseen circumstances, or major new Provincial policy, legislation or regulation that creates a need for an amendment;
- 2. the overall effectiveness and integrity of the Plan would be threatened if the amendment were deferred to the next 10-year review; or
- 3. the effectiveness and or relevance of the Plan's policies would be improved through the amendment.

2. What Area is Currently Included in the Greenbelt Plan?

The Greenbelt Plan includes and builds upon the protection provided by the Niagara Escarpment Plan, the Oak Ridges Moraine Conservation Plan, and supports the Parkway Belt West Plan and the Rouge North Management Plan as well as several areas of hydrogeologic significance, e.g., portions of the Lake Simcoe watershed and former Lake Algonquin Shoreline within York and Durham Regions and the former Lake Iroquois shoreline in Durham and Niagara Region.

The Protected Countyside and Natural Heritage System rounds out the Plan and is generally based upon watershed boundaries and municipal boundaries. See Schedule B. The Greenbelt Plan south and east of Guelph is delineated by a combination of watershed and municipal boundaries. Only a small portion of the Grand River watershed is within the Greenbelt Plan in the Region of Halton southeast of Guelph. This area includes a portion of the Paris Galt Moraine, where it is located within the Region of Halton.

3. How Can the Greenbelt Plan be Amended?

The *Greenbelt Act* allows only the Minister of Municipal Affairs and Housing to amend the Greenbelt Plan. Final approval by the Lieutenant Governor in Council (Cabinet) is required.

4. What are the Draft Criteria for "Growing the Greenbelt" and are the Draft Criteria Appropriate?

The following outlines the draft criteria for "growing the Greenbelt" Plan.

- 1. <u>A municipality requesting to expand the Greenbelt should address the</u> <u>following questions:</u>
 - Is the request supported by regional, county or single-tier municipal council?
 - Does the request identify the geographic area within the municipality to be considered for addition to the Greenbelt?
 - What specific measures has council taken to engage the public and key stakeholder organizations about growing the Greenbelt in its municipality?
 - What specific measures has council taken to engage Aboriginal communities about growing the Greenbelt in its municipality?
 - Is there consensus among a region or county and its lower-tiers affected by the proposal? Is the request supported by council resolutions?
 - Has the municipality provided a supporting rationale as to how the criteria have been met?

Comment:

The above criteria are intended to make the process open and transparent, involve public engagement and foster cooperation between municipal jurisdictions all of which is in keeping with the Mission Statement in the City's Strategic Plan:

"To achieve excellence through leadership, innovation, partnerships and community engagement."

Requiring public and stakeholder consultation and identifying specific areas which are being considered for inclusion in the Greenbelt affords the public with knowledge that a municipal council is considering an action that may affect certain lands within a municipality. It requires that requests be supported by clear rationale and supporting documentation and evidence. As such this draft criterion provides the public with an open and transparent consultation process based on sound planning rationale.

2. Embraces the Greenbelt Purpose

Proposed expansions to the Greenbelt must recognize its key role in guiding land use planning in the Greater Golden Horseshoe and seek to maintain this purpose. Does the proposed expansion protect environmentally sensitive and agricultural lands while meeting the needs of growing communities?

• Is it consistent with the vision and goals of the Greenbelt Plan?

Comment:

This is a reasonable criterion since it requires the balancing of the need for growth against environmental considerations when making decisions.

3. Additions to the Greenbelt

Greenbelt additions should be logical extensions to its existing area. New lands to be added should be easily connected and not create isolated patches. Further, the Greenbelt Act, 2005 provides that the Greenbelt's area cannot be reduced through an amendment.

- Is the proposed expansion next to the existing Greenbelt?
- Does the proposed expansion consist only of additions to the Greenbelt and not include deletions?

Comment:

Isolated or disconnected patches would not be consistent with the systems approach of the Greenbelt Plan. This is a reasonable criterion.

4. <u>Connections to Greenbelt Systems</u>

The Protected Countryside was built using a provincial-scale 'systems approach'. Requests to grow the Greenbelt should connect to and build upon this framework that established the original Greenbelt.

- Is the proposed expansion based on a provincial-scale systems approach that formed the original Greenbelt (as opposed to local or regional scales)?
- Does the proposed expansion build upon the Greenbelt's natural heritage system?
- Does the proposed expansion build upon the Greenbelt's agricultural system?
- Does the proposed expansion build upon the Greenbelt's water resource system?

Comment:

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 add anything, and the essence is captured by the remaining three bullets.

5. Complement Greater Golden Horseshoe Growth Plan

The Growth Plan sets a framework for managing growth and revitalizing existing urban communities in the Greater Golden Horseshoe. It also steers growth away from environmentally sensitive and prime agricultural areas. The Greenbelt Plan identifies where major urban growth cannot take place. To implement the Growth Plan's policies, municipalities are required to update their official plans by 2009.

- Does the proposed expansion complement the Greater Golden Horseshoe Growth Plan?
- Will affected municipalities be able to bring their official plans into conformity with the Growth Plan if the proposed Greenbelt expansion occurs?

Comment:

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 the two provincial plans do not conflict is reasonable; however, it could be more clearly articulated.

6. <u>Timing and Relationship to Other Provincial Initiatives</u>

There are a number of provincial initiatives affecting the Greater Golden Horseshoe including broader transportation/transit planning, protection of water resources and planning for future growth.

Does the request for growing the Greenbelt complement and support these ongoing provincial initiatives? (E.g., does it allow for the completion of Source Protection Plans under the Clean Water Act, 2006?)

Comment:

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/the implementation of such policies into municipal official plans.

CORPORATE STRATEGIC PLAN

Mission:

To achieve excellence through leadership, innovation, partnerships and community engagement.

Goals: Objective 5.2 A constructive and collaborative approach to community decision making

Objective 5.3 Open, accountable and transparent conduct of municipal business.

Objective 5.4 Partnerships to achieve strategic goals and objectives

FINANCIAL IMPLICATIONS

None at this time.

DEPARTMENTAL CONSULTATION

The County of Wellington The Ministry of Municipal Affairs and Housing

ATTACHMENTS

Schedule A Growing the Greenbelt Consultation (February 2008)

Schedule B Greenbelt Plan 2005

Prepared By:

Marion Plaunt Manager of Policy Planning and Urban Design 519-837-5616 Ext. 2426 marion.plaunt@guelph.ca

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Recommended By: James N. Riddell Director of Community Design and Development Services 519-837-5616 Ext. 2361 jim.riddell@guelph.ca

T:\Planning\CD&ES REPORTS\2008\April 2008\(08-44)(04-11) Growing the Greenbelt Plan (Marion)Ver 3.doc



INTRODUCTION

Ontarians have come to cherish the Greenbelt since it was created in February 2005. It protects 1.8 million acres of environmentally sensitive and agricultural land around the Greater Golden Horseshoe. Moving forward, growing the Greenbelt can improve Ontarians' quality of life.

The Ministry of Municipal Affairs and Housing has developed some draft criteria for public consideration in order to accommodate potential requests to grow the Greenbelt.

This booklet provides some background information about the Greenbelt and its creation, and outlines draft criteria that could be used by the Minister of Municipal Affairs and Housing to consider municipal requests to expand the existing Greenbelt. Comments and suggestions on these draft criteria are welcome.

BACKGROUND

Providing agricultural and environmental protection, the Greenbelt also contains important natural resources and supports a wide range of recreational, tourism and cultural opportunities.

The Greenbelt helps protect the water we drink and the air we breathe. It offers greenspaces to enjoy hiking and skiing. It preserves farmland so that future generations can enjoy food that is grown and raised close to home.



The Greenbelt includes the Oak Ridges Moraine, the Niagara Escarpment and land that is known as "Protected Countryside" and lies at the heart of the Greater Golden Horseshoe.

The Greenbelt is the cornerstone of the Greater Golden Horseshoe Growth Plan, Ontario's over-arching strategy for managing growth for the area. The Greenbelt Plan identifies where major urban growth cannot take place. The Growth Plan directs most growth to existing urban areas, away from environmentally sensitive and prime agricultural areas.

THE GREENBELT ACT AND PLAN

The Greenbelt Plan and Greenbelt boundary were established under the Greenbelt Act, 2005. The act allows only the Minister of Municipal Affairs and Housing to propose amendments to the Plan. Only Ontario Cabinet can approve those proposals.

Decisions on planning applications must conform to the Greenbelt Plan. Municipalities are also required to bring their planning documents (e.g. official plans) into conformity with the Plan.

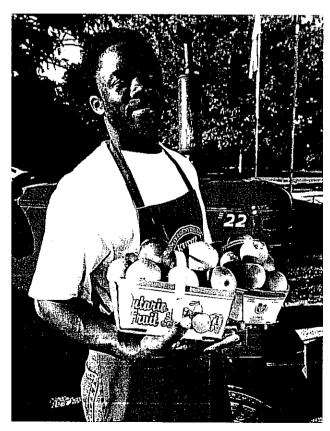
The act requires a comprehensive policy review of the Greenbelt Plan every 10 years. The review must be co-ordinated with the reviews of the Oak Ridges Moraine Conservation Plan and the Niagara Escarpment Plan. The first 10-year review is to take place by 2015.

The act also required the government to create the Greenbelt Council, an advisory body to the Minister on Greenbelt matters. The Greenbelt Council provides advice to the Minister on both the 10-year review and any proposed amendments to the Plan. This consultation on the draft criteria is not intended to replace the 10-year review, or limit the ability of the Minister to propose any other amendments to the Plan. Amendments to the Plan would follow the legislative process outlined in the act.

GREENBELT VISION

The Greenbelt is a broad band of permanently protected land which:

- Protects against the loss and fragmentation of the agricultural land base and supports agriculture as the predominant land use;
- Gives permanent protection to the natural heritage and water resource systems that sustain ecological and human health and that form the environmental framework around which major urbanization in south-central Ontario will be organized; and



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 Provides for a diverse range of economic and social activities associated with rural communities, agriculture, tourism, recreation and resource uses.

GREENBELT GOALS

To enhance our urban and rural areas and overall quality of life by promoting the following matters within the Protected Countryside:

- 1. Agricultural protection
- 2. Environmental protection
- 3. Culture, recreation and tourism
- 4. Settlement areas
- 5. Infrastructure and natural resources

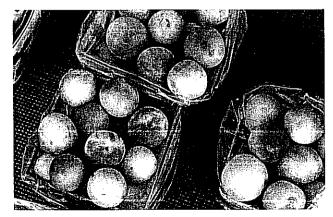
Please refer to the Greenbelt Plan for more information on the Greenbelt's goals.

GREENBELT FACTS

- The Greenbelt includes about 1 million acres of protected land in addition to the land protected by the Niagara Escarpment Plan and the Oak Ridges Moraine Plan. The total area of protected land in the Golden Horseshoe is now 1.8 million acres – an area larger than Prince Edward Island.
- The Greenbelt extends 325 kilometres from the eastern end of the Oak Ridges Moraine near Rice Lake, to the Niagara River in the west. It is about 80 kilometres wide at its widest point from the mouth of the Rouge River to the northern tip of Durham Region.
- The Greenbelt's Protected Countryside natural heritage system is about 535,000 acres in land area and provides full protection for about three-quarters of the lakes, wetlands and forests in the Greenbelt.



- The Greenbelt brings under the Plan the headwaters of all major watersheds in the western Greater Toronto Area that were not protected by the Niagara Escarpment or Oak Ridges Moraine plans.
- The Greenbelt permanently protects about 100,000 acres of Niagara Peninsula tender fruit and grape specialty crop areas and the entire Holland Marsh specialty crop area of over 15,000 acres, located in York Region and Simcoe County.



Draft Expansion Criteria

INTRODUCTION TO DRAFT CRITERIA

The Ministry of Municipal Affairs and Housing, working in partnership with other provincial ministries, has developed draft criteria to consider municipal requests to grow the Greenbelt. The ministry is looking for feedback on the following six criteria.

1. Municipal Request

Requests for growing the Greenbelt from regional, county and single-tier municipal governments will be considered.

A municipality requesting to expand the Greenbelt should address the following questions:

- Is the request supported by regional, county or single-tier municipal council?
- Does the request identify the geographic area within the municipality to be considered for addition to the Greenbelt?
- What specific measures has council taken to engage the public and key stakeholder organizations about growing the Greenbelt in its municipality?
- What specific measures has council taken to engage Aboriginal communities about growing the Greenbelt in its municipality?
- Is there consensus among a region or county and its lower-tiers affected by the proposal? Is the request supported by council resolutions?
- Has the municipality provided a supporting rationale as to how the criteria have been met?

2. Embraces Greenbelt Purpose

The Greenbelt establishes its main purpose through the vision and goals outlined on pages 2 and 3. Proposed expansions to the Greenbelt must recognize its key role in guiding land use planning in the Greater Golden Horseshoe and seek to maintain this purpose.

- Does the proposed expansion protect environmentally sensitive and agricultural lands while meeting the needs of growing communities?
- Is it consistent with the vision and goals of the Greenbelt Plan?

3. Additions to the Greenbelt

Greenbelt additions should be logical extensions to its existing area. New lands to be added should be easily connected and not create isolated patches. Further, the Greenbelt Act, 2005 provides that the Greenbelt's area cannot be reduced through an amendment.

- Is the proposed expansion next to the existing Greenbelt?
- Does the proposed expansion consist only of additions to the Greenbelt and not include deletions?

4. Connections to Greenbelt Systems

The Protected Countryside was built using a provincial-scale 'systems approach' described in detail on page 6. Requests to grow the Greenbelt should connect to and build upon this framework that established the original Greenbelt.

- Is the proposed expansion based on a provincial-scale systems approach that formed the original Greenbelt (as opposed to local or regional scales)?
- Does the proposed expansion build upon the Greenbelt's natural heritage system?
- Does the proposed expansion build upon the Greenbelt's agricultural system?
- Does the proposed expansion build upon the Greenbelt's water resource system?

5. Complement Greater Golden Horseshoe Growth Plan

The Growth Plan sets a framework for managing growth and revitalizing existing urban communities in the Greater Golden Horseshoe. It also steers growth away from environmentally sensitive and prime agricultural areas. The Greenbelt Plan identifies where major urban growth cannot take place. To implement the Growth Plan's policies, municipalities are required to update their official plans by June 2009.

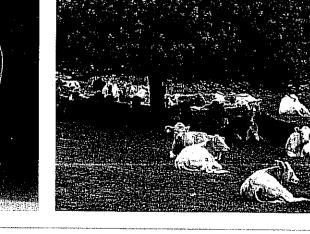
- Does the proposed expansion complement the Greater Golden Horseshoe Growth Plan?
- Will affected municipalities be able to bring their official plans into conformity with the Growth Plan if the proposed Greenbelt expansion occurs?

6. Timing and Relationship to Other Provincial Initiatives

There are a number of provincial initiatives affecting the Greater Golden Horseshoe including broader transportation/transit planning, protection of water resources and planning for future growth.

Does the request for growing the Greenbelt complement and support these ongoing provincial initiatives? (E.g. Does it allow for the completion of Source Protection Plans under the Clean Water Act, 2006?)





BUILDING THE GREENBELT BY LAYERS

The process of building the Greenbelt in 2004/05 involved extensive consultation and collaboration. It was led by the Greenbelt Task Force, an advisory group that conducted public meetings and reported back to the Minister of Municipal Affairs and Housing in August 2004. The Greenbelt Plan was drafted based on the Task Force's recommendations and advice. For more information on those recommendations, please review the Task Force's report "Toward a Golden Horseshoe Greenbelt" at www.mah.gov.on.ca/ GreenbeltTaskForce.

The provincial Growth Plan for the Greater Golden Horseshoe was developed at the same time as the Greenbelt Plan in order to consider the amount of land required to meet the needs of growing communities.

The Greenbelt Plan

The Oak Ridges Moraine Plan and Niagara Escarpment Plan form the backbone of the Greenbelt. The Greenbelt's natural heritage system includes and builds on the natural heritage systems in the moraine and the escarpment.

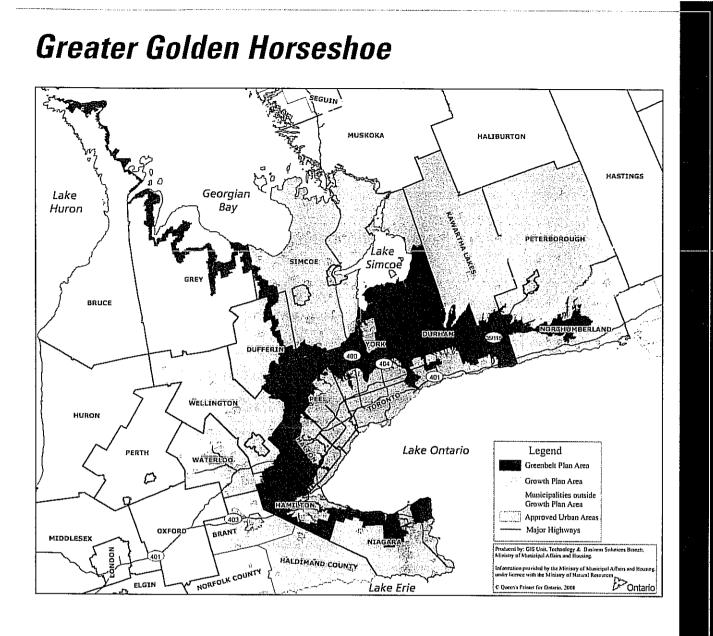
The final Greenbelt boundary was determined by identifying a natural heritage system and defining an agricultural system. The government also considered the amount of land required to accommodate anticipated growth. Together, these components form the Protected Countryside of the Greenbelt.

The natural heritage system identified major core areas containing high concentrations of natural features and linking areas that ecologically connect the core areas. Major valley corridors of rivers flowing from the Oak Ridges Moraine and the Niagara Escarpment also provide links from the Greenbelt to Lake Ontario.

The agricultural system was identified based on a number of factors including the Greenbelt Land Evaluation Area Review (LEAR) study, the existing pattern of agriculturally protected lands set out in municipal official plans and a consideration of projected future growth patterns. The LEAR method uses a scoring system and considers a number of potential factors such as soils, climate, productivity and land fragmentation. Studies were also done to identify two Specialty Crop Areas: the Niagara Peninsula tender fruit and grape area and the Holland Marsh.









Comments and Feedback

We want to hear from you on the proposed criteria for considering Greenbelt expansions. Your input will help build a clear approach for considering expansions to the Greenbelt.

Send your comments to: Growing the Greenbelt Ministry of Municipal Affairs and Housing 14th floor, 777 Bay Street Toronto, ON M5G 2E5

Phone: 416-585-6014 Fax: 416-585-4245 Email: greenbelt@ontario.ca

Comments must be received by April 30, 2008.

OTHER RESOURCES

For more information on the Greenbelt, how it was built and other supporting and complementary programs and initiatives, visit:

Ministry of Municipal Affairs and Housing www.mah.gov.on.ca

Greenbelt

www.greenbelt.ontario.ca

Greenbelt Council

www.mah.gov.on.ca/greenbeltcouncil

Ministry of Natural Resources www.mnr.gov.on.ca

Ministry of Public Infrastructure Renewal – Places to Grow **www.placestogrow.ca**

Ministry of Agriculture, Food and Rural Affairs www.omafra.gov.on.ca

Ministry of the Environment www.ene.gov.on.ca

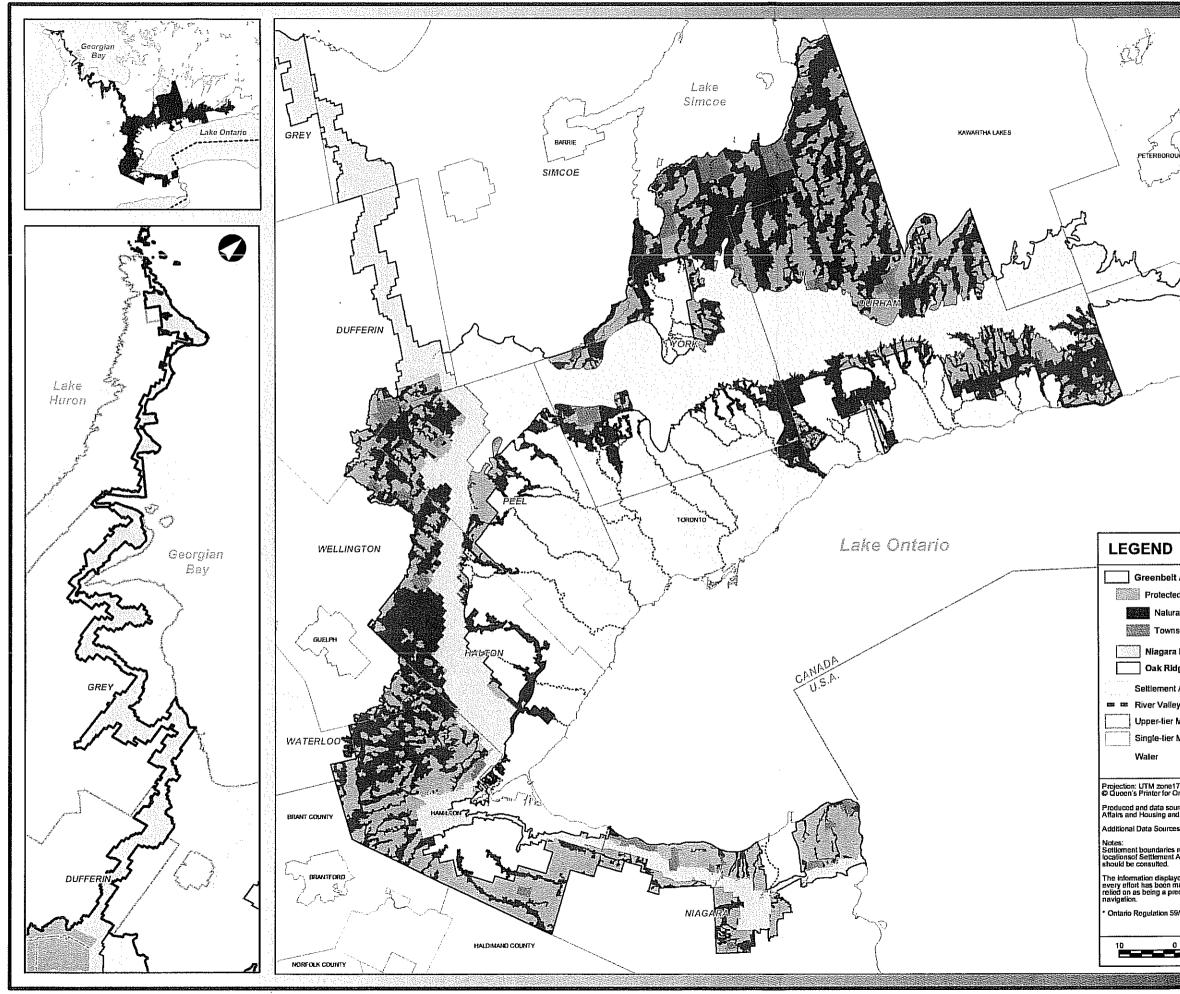
Ministry of Tourism www.tourism.gov.on.ca

Ministry of Culture //

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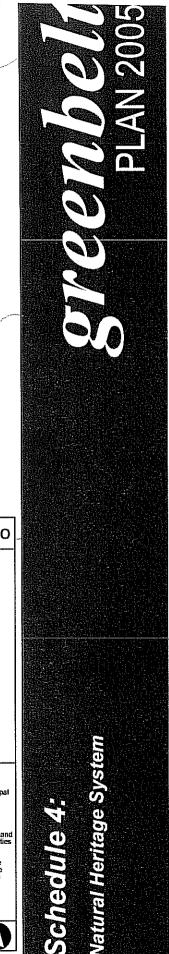






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The Corporation of the City of Guelph Community Development & Environmental Services Committee

Thursday, April 10, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Thursday, April 10, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly, Findlay, Hofland and Wettstein

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Ms. A. Pappert, Director of Community Services; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. B. Coutts, Manager of Court Services; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. P. Kraehling, Senior Policy Planner; Mr. C. Walsh, Manager of Wastewater Services; Mr. D. Kudo, Infrastructure Planning, Design and Construction Manager; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. K. Nasswetter, Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Guelph's Local Growth Management Strategy Recommendation in Response to the Growth Plan for the Greater Golden Horseshoe Sustainable Population Threshold to 2031 and City Official Plan Preferred Urban Form Elements

Ms. M. Plaunt, Manager of Policy Planning and Urban Design, and Mr. P. Kraehling, Senior Policy Planner presented an overview of the City of Guelph's Local Growth Management Study. They believe the goals are achievable. They advised that they have done modelling at different population rates and there will be a review every five years in order to anticipate upcoming needs.

Ms. H. Burke, Director of Housing Services for the County was present to answer questions with respect to affordable housing.

Staff advised they have been in communication with the surrounding municipalities and have taken into consideration impacts on their community when establishing their goals and strategies.

Dr. Whiteley stated that the Premier should be adopting a sustainable plan for Ontario and then municipalities should determine how to achieve the plan. He believes that the City needs to examine the

April 10, 2008current structure and consider what needs to be changed to reach the
Community Development & EnvironmentalPage 2
Page 2Services Committee

goals. He also advised the City to determine how to keep the community together as it grows. He suggested setting minimum dwelling sizes and increasing the development charges on an incremental basis, or introducing a rebate program. He stated that this strategy is a response to the existing regulatory framework and does not represent alternatives may be considered. He urged the City to explore different options to determine how to achieve a sustainable community.

 1.
 Moved by Mayor Farbridge Seconded by Councillor Piper

 REPORT
 THAT the City of Guelph's Local Growth Management Strategy (LGMS) Report 08-14 dated April 10, 2008 from Comm

Strategy (LGMS) Report 08-14 dated April 10, 2008 from Community Design and Development Services be received;

AND THAT the report and the following recommendations be endorsed by Guelph City Council, and serve as the foundation for the completion of "Phase IV – Assessment and Implementation" of the Local Growth Management Strategy (LGMS), and the background work for the preparation of the 2009 Official Plan update;

- 1. That the City of Guelph plan for a population target of 165,000 people to the year 2031 in response to the Provincial Growth Plan.
- 2. That the City should plan for a steady rate of population increase; this rate of increase is primarily associated with the planning of future infrastructure – both hard and soft services and will be equivalent to a long-term average annual population growth rate increase of 1.5%
- 3a. That employment growth in the City should be planned to keep pace with population growth. Based on a 2031 population threshold of 165,000 people, an additional 30,000 jobs will be required over the next 25 years.
- 3b. That in addition to the recommendations of this report, the current `Employment Lands Strategy' being prepared by Watson and Associates will inform the future additional employment requirements/opportunities in Guelph.
- 4a. That within the `Built-Up' area of the City, residential intensification opportunities will be identified in the Downtown `Urban Growth Centre' and the 1nodes and corridors' as schematically illustrated on Schedule "H", Residential Intensification Opportunity Areas.

- 4b. That in addition to the `residential intensification opportunities' within the `Built-Up' area of the City, that opportunities to provide higher density residential development in the four `Mixed use Nodes' of the City's current Official Plan will be examined in the next phase of the Urban Design Action Plan.
- 4c. That higher residential density and mixed-use development be planned within the `Greenfield' areas of the City based on the implementation of the Community Energy Plan.
- 4d. That a provision of affordable housing be planned within the City based on the implementation of the Affordable Housing Strategy.
- 5. That development to meet the objectives of the Provincial Growth Plan and the City's local growth strategy will be accommodated on lands contained within the existing corporate boundaries for the City of Guelph.

AND THAT this report be circulated to Liz Sandals (Guelph MPP), the Townships of Puslinch and Guelph-Eramosa, the County of Wellington, the Grand River Conservation Authority and to the Ministry of Public Infrastructure Renewal (Ontario Growth Secretariat) for information.

Carried

Development Priorities Plan (DPP) 2008

Mr. S. Hannah, Manager of Development & Parks Planning provided a summary of the Development Priorities Plan. He explained that in order to achieve the goals of the Development Priorities Plan, the City will need to determine the density of development, ensure the Community Energy Plan is being met, that timelines are established and mixed use lands are utilized. He advised that they are examining various tools to encourage infill projects within the City.

2. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the procedural by-law be suspended to allow an unregistered delegation to speak to the Committee.

Carried

Mayor Farbridge left the meeting at 12:09 p.m.

Ms. D. Remmer, a consultant involved with the development of the

April 10, 2008	Community Energy Plan advised that energy intensity need addressed with the Development Priorities Plan. She stated Community Development & Environmental Services Committee	
	servicing, salvaging trees, and the City's goal of having a w community must be considered when establishing the Deve Priorities Plan.	
	Staff advised that they are addressing the issue of embedd Community Energy Plan into the Development Priorities Pla trying to determine what criterion they will be able to enfor	in and
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Community Design and Development Services Re regarding the 2008 Development Priorities Plan (DPP), date 2008, be received; 	
	AND THAT Guelph City Council approve the eighth annual Development Priorities Plan 2008 attached to Community Development Services Report 08-30 dated April 10, 2008;)esign and
	AND THAT Staff be directed to use the Development Priorit manage the timing of development within the City for the y	
	AND THAT amendments to the timing of development, as of Schedules 2, 3 and 4 of the plan, be permitted only by Cou approval, unless it can be shown that there is no impact on capital budget and the dwelling unit targets for 2008 are no exceeded.	incil the
	(Carried
	Growing the Greenbelt Plan	
	Ms. M. Plaunt, Manager of Policy Planning and Urban Design an overview of the Growing the Greenbelt Plan. She advise is a result of the initiative of the province. She advised of the of the criteria being utilized to establish the plan. She state Guelph Paris-Moraine study is underway and they expect a be ready in early fall.	ed this plan the some ed that the
	The Committee requested that a Greenbelt presentation by be brought forward to a future Committee meeting for disc	
	Mr. Riddell advised that staff members will be attending a r	neeting

Mr. Riddell advised that staff members will be attending a meeting with the Ministry of the Environment for consultation to establish criterion. He will report back to the Committee by email.

Staff will need to determine how to address isolated areas and the

	need to get	a coordinated plan in place.	
April 10, 2008	Community Services Co	y Development & Environmental ommittee	Page 5
REPORT	Secor THAT the re Community for commen	d by Councillor Piper nded by Councillor Salisbury commendation of Report 08-44 dated Ap Design and Development Services regar ts on the draft criteria for "Growing the 0 of Municipal Affairs and Housing be rece	ding the request Greenbelt" from
	Municipal Af	he following comments be forwarded to fairs and Housing regarding the draft crift the Greenbelt:	-
	Criterion 1:	This criterion is appropriate and affords an open and transparent consultation p sound planning rationale.	-
	Criterion 2:	This is a reasonable criterion since it re- balancing of the need for growth agains considerations when making decisions.	-
	Criterion 3:	Isolated and disconnected patches wou consistent with the systems approach o Plan and, as such, is a reasonable criter	of the Greenbelt
	Criterion 4:	The four bullets under this criterion, will of the first bullet, are appropriate and r framework of the Greenbelt Plan.	-
		The first bullet, which suggests that the provincial scale systems approach, is per a characterization of the scope of the G The Greenbelt Plan is primarily based un "regional" area centred on the Oak Ridg the Niagara Escarpment Plans in south The Plan is primarily feature-oriented a be expanded to include similar features the first bullet does not appear to add a essence is captured by the remaining the	erhaps too broad reenbelt Plan. pon a broad scale ges Moraine and central Ontario. nd could perhaps and the and the
	Criterion 5:	This criterion implies that an expansion Plan may impede a municipality's ability the Growth Plan if the Greenbelt Plan is Alternatively, the expansion of the Gree compliment the intent of the Growth Pla urban sprawl.	y to conform to expanded. enbelt Plan could

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

April 10, 2008 0

Community Development & EnvironmentalPage 6Services Committee

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 and to the County of Wellington, the Township of Puslinch and Guelph Eramosa, as the City's comments on the draft criterion for Growing the Greenbelt.

Next Meeting: April 11, 2008

The meeting adjourned at 12:34 p.m.

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE April 11, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

February 8 and March 7, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
WATER CONSERVATION AND EFFICIENCY STRATEGY UPDATE – PUBLIC ADVISORY COMMITTEE TERMS OF REFERENCE AND COUNCIL MEMBERSHIP	Approve
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 two (2) members to the Water Conservation and Efficiency Public Advisory Committee.	
YARD MAINTENANCE BY-LAW	Approve
THAT City Council adopt a Yard Maintenance By-law in accordance with Community Design and Development Services report 08-35 dated April 11, 2008.	
PROPOSED UPGRADES WITHIN ST. GEORGE'S PARK	Approve
THAT the Community Design and Development Services Report 08-43, 'Proposed Upgrades within St. George's Park', dated April 11, 2008 be received;	

	AND THAT staff be authorized to circulate proposed plans indicating park upgrades in St. George's park as part of this Report 08-43 (Appendix 'A' and Appendix 'B') internally to relevant departments and by survey to the surrounding neighbourhood for comment and report back to Community Development & Environmental Services Committee with the results of the survey and recommendations.	
L	EASTVIEW TRAILS AT SCHRODER	Approve
	CRESCENT – UPDATE Delegations: • Jim Anderson 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 property demarcation along the property lines of numbers 63 through 87 Schroder Crescent abutting a City owned maintenance access road / public walkway and storm water management block as proposed in Appendix 2 of the Community Design and Development Services Report 08-32, dated April 11, 2008.	
	 IN CAMERA THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about an identifiable individual. 	

OTHER BUSINESS

NEXT MEETING

May 9, 2008

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, February 8, 2008, 9:30 a.m.
	A meeting of the Community Development and Environmental Services Committee was held on Friday, February 8, 2008 in Council Chambers at 9:30 a.m.
	Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge
	Also Present: Councillors Beard, Bell, Farrelly and Hofland
	Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. R. Henry, City Engineer; Mr. D. Wyman, Manager of Solid Waste Services; Mr. R. Templeton, Park Planner; Mr. S. Hannah, Manager of Development and Parks Planning; Mr. I. Panabaker, Heritage/Urban Design Planner; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT the minutes of the Community Development and Environmental Services Committee meeting held on January 11, 2008 be confirmed as recorded and without being read.
	Carried
	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the minutes of the Community Development and Environmental Services Committee meeting with Guelph Township held on January 11, 2008, be confirmed as recorded and without being read.
	Carried
	Proposed Trail Connection Under the Eramosa Road Bridge
	The City Engineer advised that park planning staff and engineering staff have worked together to ensure the options presented are all viable and they intend to begin the project in July.
	Mr. Templeton, Park Planner reviewed Option 1 and explained why staff did not feel this option was viable. Staff is working with the Guelph Junction Railway and consultants on a safety audit; and the traffic department will be examining synchronizing the lights and other traffic impacts as well.

Distribution	Minutes
February 8	Community Development & Environmental Services Committee Page 2
	3. Moved by Mayor Farbridge Seconded by Councillor Piper
REPORT	THAT the Community Design and Development Services report 08-15, dated February 8, 2008 and entitled "Proposed Trail Connection Under the Eramosa Road Bridge" be received;
	AND THAT the Eramosa Road bridge rehabilitation including the replacemen of the existing bridge deck, proceed in 2008 subject to approval of the project identified in the Capital budget;
	AND THAT staff be directed to implement Option #2 of Report 08-15 regardi the trail connection across Eramosa Road in conjunction with the bridge rehabilitation project.
	Carried
	Organic Technology Review Steering Committee – Fourth Update Report
· · · · ·	The Director of Environmental Services advised that the RFP will be released soon and will be out for 8-10 weeks. The ranking and selection criteria have been set and Council will be provided with this information. She stated that some bids will involve operation of the facility and some only the design build Staff will seek outside advice on risks and benefits of a private/public partnership and this information – including staff impact - will also be provide to Council with no indicators of decision.
	The Manager of Solid Waste Services advised that the time line of this report includes evaluation of the responses, due diligence, interviews, and writing of the report and anticipate completion by the end of summer.
	4. Moved by Mayor Farbridge Seconded by Councillor Piper
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the report of the Director of Environmental Services entitled <u>Organic</u> <u>Technology Review Steering Committee – Fourth Update Report</u> dated Februa 8, 2008 be received.
Dr. J. Laird	Seconded by Councillor Piper THAT the report of the Director of Environmental Services entitled <u>Organic</u> <u>Technology Review Steering Committee – Fourth Update Report</u> dated Februa 8, 2008 be received. Carried
Dr. J. Laird	Seconded by Councillor Piper THAT the report of the Director of Environmental Services entitled <u>Organic</u> <u>Technology Review Steering Committee – Fourth Update Report</u> dated Februa 8, 2008 be received. Carried Outstanding Items
Dr. J. Laird	Seconded by Councillor Piper THAT the report of the Director of Environmental Services entitled <u>Organic</u> <u>Technology Review Steering Committee – Fourth Update Report</u> dated Februa 8, 2008 be received. Carried

Distribution	Minutes		
February 8	Community Development	nt & Environmental Services Committee	Page 3
	The meeting adjourned	at 10:17 a.m.	
		Chairperson	
		· · · ·	

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, February 8, 2008, 10:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, February 8, 2008 in Committee Room A at 10:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly, Hofland and Wettstein

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Henry, City Engineer; Mr. I. Panabaker, Heritage/Urban Design Planner; Mrs. L.A. Giles, Director of Information Services/City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

Civic Precinct Plan

Consultants Mark Reid, Tim Smith and Shonda Wang from Urban Strategies Inc., Toronto, gave a presentation regarding the Civic Precinct Plan.

Mr. Mark Goldberg, on behalf of the Guelph Rink Rats was present to advise the committee that they will raise two million dollars to support the building of a rink at the new Civic Square.

The meeting adjourned at 12:50 p.m.

Chairperson

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, March 7, 2008, 9:30 a.m.
	A meeting of the Community Development and Environmental Services Committee was held on Friday, March 7, 2008 in Council Chambers at 9:30 a.m.
	Present: Councillors Billings, Piper, Salisbury (Acting Chair) and Mayor Farbridge
·	Also Present: Councillors Bell, Hofland, Wettstein
	Absent: Councillor Burcher
	Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Mr. G. Keyworth, Transportation Planner; Mr. C. Walsh, Manager of Wastewater Services; Ms. S. Smith, Associate Solicitor; Mr. B. Poole, Chief Building Official; Mr. D. Belanger, Water Supply Program Manager; Dr. T. Myles, Termite Control Officer; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	 Moved by Councillor Piper Seconded by Councillor Billings THAT the minutes of the Community Development and Environmental Services Committee meeting held on February 8, 2008 be confirmed as recorded and without being read.
	Carried
	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the Alternative Financial Arrangements Item on the agenda be the first item addressed on the agenda.
	Carried
	Alternative Financial Arrangements for Colonel John McCrae Memorial Branch (No. 234) Royal Canadian Legion, 895-919 York Road, Guelph, Ontario
	Mr. Eric Smart, on behalf of the Legion was present to clarify some of the conditions of the Purchase of Sale and stated that due to certain conditions, this matter must be dealt with in a timely manner.
	3. Moved by Councillor Piper Seconded by Councillor Billings

Distribution	Minutes		
March 7, 2008	Community Development & Environmental Page 2 Services Committee		
REPORT	THAT City Council approve the request from The Royal Canadian Legion – Colonel John McCrae Memorial Branch 234 located at 895- 919 York Road and legally described as Part of Lots 4 and 5, Concession 2, Division "C" (formerly Guelph Township) designated a Parts 1, 2, 3, 4 and 5, Reference Plan 61R7636, to defer the Legion share of the assessment costs of road and services construction valued at \$191,825.00 that apply to the severed parcel over a fiftee (15) year period with payments of \$12,789.00 annually until the ful amount is paid in order to help facilitate the sale of the Legion lands		
	AND THAT Council authorize staff to execute a new or amended site plan agreement incorporating the proposed payment arrangement.		
	Carried		
	Hanlon Environmental Assessment		
	Ms. Joan Agosta was present to express some concerns that the issues of air quality, the lack of inter-regional planning and the risk our water resources are not being sufficiently addressed.		
	Mr. David Graham stated that he would rather see improvements made to alternative modes of transportation rather than any upgrades to the Hanlon. He believes that people would prefer mone to be spent on improving transit and rail service.		
	Mr. Chaloner was present to represent his wife, Norah Chaloner. He addressed the issue of the increase of health impacts from increased truck emissions and concerns with respect to placing a major well so close to the Hanlon.		
	 Mr. Carl Keller was present to represent the Kortright Hills Commun Association. He identified various sections of the Hanlon Expresswa Environmental Assessment Staff Report #08-29 that they would like to see addressed. He advised the residents would like to see: traffic statistics to compare the number of trucks and vehicle on Gordon Street versus similar traffic numbers on the Hanlo the MTO Environmental Assessments from Maltby Road to th 401 to Highway 6 in Morriston combined with the Hanlon from the Speed River to Speedvale Avenue consideration given to North-South access along Wellington Road 32 to the Laird Road Interchange the MTO to conduct actual real time noise testing air quality testing conducted under existing conditions on the Hanlon a traffic count of the regional traffic using Downey Road to b included in the MTO "driver travel survey" 		

Distribution	Minutes
March 7, 2008	Community Development & Environmental Page 3 Services Committee
	 the MTO workshop be open to al participants who wish to attend analysis of how the projected increase will impact the residents of Kortright Hills. Mr. Rajan Philips, provided a brief history of the MTO's proposal for the Hanlon, the current status of the Environmental Assessment, the issues, and the next steps of the process. He stated that although the Environmental Assessments have been done in parts, the MTO integrates them all. He advised staff are trying to address the access and volume issues at Kortright Road. He advised City staff will be presenting their findings at the workshops. He stated that the MTO will be conducting facilitated workshops and a three-step approach is being recommended. The first workshop will be to define the purpose and design and identify the issues. The second workshop will have participants identify their issues and provide alternatives and then assess the alternatives. This will have limited participation but staff are trying to include stakeholders and citizens who have provided input already and the third workshop will be a public workshop. He advised that Council should be present as observers but not considered participants because they will have to bring forward a decision at a later date.
	He believes the sequence the MTO will be following to complete the upgrades will be Laird Road first then the next three intersections of College Avenue, Stone Road and Kortright Road will be a high priority for the MTO and will be addressed soon thereafter. He believes it is unlikely the MTO will move ahead on the plan without support from the City.
	He advised that the MTO timing cannot be confirmed until the Environmental Assessment is approved. The Laird intersection can be done now due to an existing cost-sharing agreement.
	Councillor Salisbury had to leave the meeting.
	Councillor Billings assumed the chair.
	Mr. Whiteley was present to state that he believes the current goals and objectives for highway and road design are based on false premises and the projections are unsustainable. He believes Council should arrange an immediate meeting with Guelph staff and Council, MTO staff and Minister Bradley to establish a way that highway improvements are undertaken at a modest and affordable cost that meet both the real needs of Ontario for intercity highway travel and Guelph's needs for a connected sustainable city. He believes this needs to be adopted before the workshop, not after.
	Councillor Salisbury resumed the Chair.

Distribution	Minutes
March 7, 2008	Community Development & Environmental Page 4 Services Committee
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the Community Design and Development Services Report 08- 29, entitled "Hanlon Expressway Environmental Assessment", dated March 7, 2008, be received.
	Carried
	Canadian Youth Report on the UN Climate Conference In Bali
	Ms. Jennifer McDowell and Mr. Adam Scott were present to provide information with respect to the conference. They outlined the objectives of the Bali conference which were to set clear timelines and find clearly defined solutions. They reviewed the events at the conference and then advised what they believe would be next steps for Guelph. They recommended that Guelph celebrate their successes and communicate them to the City.
	Mr. Scott advised that they are members of the Canadian Youth Climate Coalition and continue to work on issues throughout the year.
Mr. J. Riddell Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the Canadian Youth Presentation on the UN Climate Conference in Bali be received.
	Carried
	Termite Control Program – Executive Summary
	Dr. Tim Myles was present to advise they are having public meetings with the residents to communicate achievements to date and goals for the coming year and this summary is available on the City's website. He advised that the new infestation is approximately thirteen properties and they are addressing the situation.
	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Termite Control Program – Executive Summary Report from the Community Design and Development Services Department dated March 7, 2008, be received.
	Carried

Distribution	Minutes	
March 7, 2008	Community Development & Environmental Pa Services Committee	ge 5
	Biosolids Management Master Plan Implementation & L Agreement	ystek [·]
	Mr. Cameron Walsh, Manager of Wastewater Services, was pr address the reasons why they are recommending changing th current management system. He then stated the vision of the Biosolids Management Master Plan is to provide direction for b management activities to the year 2025 and then outlined the steps. He explained what Lystek is and how it works, and ou the benefits of this system. He provided information with resp the Land Application Program and the requirements of the pro- He then outlined the financial implications including implement costs and anticipated pay back.	e piosolids e next utlined pect to ogram.
	Ms. Susan Smith, was present and clarified the indemnity clau the agreement and the reasoning for its inclusion.	ise of
	Staff advised they will calculate the reduction of the carbon for resulting from this program and will provide this information to Council.	•
	Staff were requested that future reports of this nature include information to show how the carbon footprint will be improved	
	Staff was encouraged to seek a FCM Innovation Award for this program.	5
	Mr. Walsh recommended that staff would like to be fully opera by November, 2009. He advised that the land application is o a licensed operator which is contacted through a broker that a they are qualified operators. He stated they have reviewed th term viability of the program and believe the scheduled review Biosolids Management Master Plan will identify issues and the further diversity at an early stage.	lone by assures ne long- ws of the
REPORT	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the Biosolids Management Master Plan Implementation Strategy, as outlined in the report of the Director of Environm Services dated March 7, 2008, be approved; 	ental
	AND THAT the Mayor and Clerk be authorized to enter into an Agreement between the City of Guelph and Lystek Internation to obtain a license for the Lystek technology and to purchase associated capital equipment, subject to the satisfaction of th Director of Environmental Services and the City Solicitor;	nal Inc. the

Distribution	Mīnutes	
March 7, 2008	Community Development & Environmental Pa Services Committee	ge 6
	AND THAT Clause 2 be subject to the satisfactory completion Canadian patent review.	of the
	Са	rried
	Restrictive Covenants for Clotheslines	
	Staff was directed to forward this report to Emergency Servic comment before this item comes before Council and advise if are any concerns.	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT staff be directed to add the following as a condition of a Draft Plan of Subdivision approvals within the City of Guelph; "THAT the developer agrees to eliminate the use of any conve that would restrict the use of clotheslines; 	
	AND THAT prior to the registration of all or any portion of the the developer's lawyer shall certify to the Director of Commu Design and Development Services that there are no restrictiv covenants which restrict the use of clotheslines.	hity
	Ca	rried
	Next Meeting: April 11, 2008	
-	The meeting adjourned 11:40 a.m.	
	· .	
	 Councillor Salisbury – Acting Chair	

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee	
SERVICE AREA DATE	Environmental Services April 11, 2008	
SUBJECT	Water Conservation and Efficiency Strategy Update Public Advisory Committee Terms of Reference and Council Membership	
REPORT NUMBER		

RECOMMENDATION

"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 two (2) members to the Water Conservation and Efficiency Public Advisory Committee."

BACKGROUND

In June of 1998, the City of Guelph initiated a Water Conservation and Efficiency Study to develop a comprehensive water conservation and efficiency plan for the City's residential, industrial, commercial and institutional sectors. Since study completion in 1999, various water conservation and efficiency program initiatives have been implemented in alignment with study recommendations in efforts to reclaim critical groundwater resources, to limit the impacts of peak seasonal water demands, and to meet the needs of community stakeholders.

REPORT

Through the development and public consultation of the City's Water Supply Master Plan, water conservation was identified as a top priority. With Council's approval of the 50 year Water Supply Master Plan in 2006, the employment of an enhanced water conservation and efficiency strategy, mitigation of distribution system based water loss, and education/policy/rate-based reviews, were endorsed as the preferred short-term options to reclaim critical water capacity. With the source of water supply being predominantly groundwater based in the City of Guelph, the finalized Water Supply Master Plan identified sustainable growth potential in the City contingent upon the success of aggressive water conservation and efficiency programs. Water use reduction targets identified through the Master Plan process include:

- Reduction of 10% (8,000 m3/day) total water consumption by 2010
- Reduction of 15% (12,000 m3/day) total water consumption by 2015
- Reduction of 20% (16,000 m3/day) total water consumption by 2025

The ongoing Wastewater Treatment Master Plan has also recognized that continued water conservation and efficiency measures are necessary to support the goal of developing a 50-year Wastewater Treatment Plan to provide direction for wastewater infrastructure planning, investment and implementation to the year 2055.

To evaluate the best approach in meeting the above water reduction targets staff propose to initiate an update to the 1999 Guelph Water Conservation and Efficiency Study. The 2008 Guelph Water Conservation and Efficiency Strategy Update (Strategy Update) will establish a measurable and cost effective community-based plan to evaluate and identify the preferred approach in working to further reduce water consumption in the City.

Update on Hiring of Consultant Support:

In January of 2008, the City released a Request for Proposal (RFP) No. 08-037 to provide consulting support for the Water Conservation and Efficiency Strategy Update. Consistent with corporate purchasing policy, the consultant team lead by Resource Management Strategies Inc. (RMSi) was awarded the contract for providing assistance in completion of the Strategy Update. RMSi has extensive experience in creating municipal water efficiency master plans and strategies for the Regions of Halton, Niagara, Waterloo and York. In assisting to the City in complete of the Strategy Update, RMSi has teamed with the expertise of Hetek Solutions Inc., David Pearson Consultancy Ltd., B+T Engineering Inc., Leapfrog Energy Technologies, and Metroline Research Group Inc. on this project.

Proposed Public Consultation/Communication Strategy:

Consultation with the public and communication of the water conservation and efficiency alternatives is a critical component in forming a Guelph community-based Water Conservation and Efficiency Strategy Update. Stakeholders in Guelph will be encouraged to contribute to the Strategy Update and to provide input on program alternatives and the future direction of the City's water conservation and efficiency program. Staff recommend that a Water Conservation and Efficiency Public Advisory Committee (PAC) with broad representation from stakeholders be established to provide support and advice to the Water Conservation and Efficiency Strategy Project Team. The formation of a similar Public Advisory Committee was approved by Council for the Water Supply Master Plan (WSMP). With reference to the Council approved WSMP PAC Terms of Reference, the attached Water Conservation and Efficiency PAC Terms of Reference has been slightly modified following thorough review of the WSMP PAC document to better represent community interests for this study. As a minimum, the Water Conservation and Efficiency PAC would include representatives from the community (business, industry, developers, etc.), agencies such as the GRCA, the University of Guelph, local Non-Government Organizations, members of the public, and members of Council.

The Terms of Reference (TOR) for the Water Conservation and Efficiency Public Advisory Committee has been developed to be consistent with the City's Guiding Principals for Public Involvement (see Appendix "B"). Following Council's approval of the TOR, staff anticipate the formation of the PAC to be completed by late June of 2008.

As part of the Strategy Update, an initial Public Meeting is being planned for late spring of 2008 in order to introduce the project to the community and area stakeholders, gain valued input from these stakeholders on the proposed study methodology, and to identify further areas of community interest and focus. In addition, a market research residential telephone survey, and a residential-based focus group, are planned for spring of 2008 to:

- Measure the current level of community-based knowledge of the City's Water Conservation and Efficiency Program resources;
- Collect information regarding water end use practices in area homes;
- Begin to define the general public acceptance of potential new water conservation and efficiency program resources and alternatives.

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.
- 6.4 Less waste per capita than any comparable Canadian city.
- 6.5 Less energy and water per capita use than any comparable Canadian city.

FINANCIAL IMPLICATIONS

The cost of consulting support for the Water Conservation and Efficiency Strategy Update are funded within the approved 2008 Water and Wastewater budgets.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

The first public meeting will be advertised through local media and on the City's website.

ATTACHMENTS

Appendix "A" - Water Conservation and Efficiency Public Advisory Committee Terms of Reference

Appendix "B" - Guiding Principles for Public Involvement

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

WATER CONSERVATION AND EFFICIENCY STRATEGY UPDATE: PUBLIC ADVISORY COMMITTEE TERMS OF REFERENCE

1. PURPOSE OF THE PUBLIC ADVISORY COMMITTEE

The purpose of the Public Advisory Committee (PAC) is to provide an ongoing mechanism for feedback and advice to the Water Conservation and Efficiency Strategy Project Team on key aspects of the strategy including:

- Issues and opportunities to be addressed in the update strategy process;
- Alternative solutions;
- Evaluation method and criteria;
- Alternative strategies and design considerations;
- Community consultation and communications plans; and
- Other relevant matters that the Project Team refers to the PAC for feedback.

The Water Conservation and Efficiency Strategy Team consists of representation from City Council, City staff (Environmental Services - Waterworks and Wastewater Services; and Community Design and Development Services - Engineering and Building Services), and the Consultant Team.

2. CREATING THE PAC

In order to successfully achieve the purpose described above, it is important that the PAC:

- Follow the City's Guiding Principles for Public Involvement;
- Is created through a transparent, defensible process;
- Is created early in the process, and involved in a regular ongoing way throughout;
- Includes a <u>balance</u> of interests that reflects the range of perspectives in the community;
- Has a maximum size of 15 participants;
- Has a Terms of Reference that clearly outlines the roles and responsibilities of the PAC, the Project Team, and their consultants; and Terms of Reference are endorsed by Guelph City Council.

WATER CONSERVATION AND EFFICIENCY STRATEGY UPDATE: PUBLIC ADVISORY COMMITTEE TERMS OF REFERENCE

3. PAC FORMATION AND CONDUCT

3.1 <u>Membership</u>:

Membership on the PAC would include representatives from the following "sectors":

"Sector"	# Representatives	May include these organizations, but not limited to
Business/Industry	2	Chamber of Commerce to assist in identifying 1 large industrial water user and 1 large commercial user
Developers/Guelph	1	Guelph Developers Association;
Home Builders		Guelph Homebuilders Association
Environmental	3	Friends of Guelph; Guelph
Interest		Community Foundation; Guelph International Resource Centre, Guelph Environmental Leadership,
		Wellington Water Watchers
Plumbing	1	TBD
Agencies	1	Grand River Conservation Authority
Academia	1 or 2	University of Guelph
Public-at-large	3	TBD

In addition, it is recommended that one or two members of Guelph City Council be involved to provide a link between the PAC and Council. City staff, other municipal and agency staff, project and consultant team members would also be resources to the committee, as required.

3.2 <u>Recruiting:</u>

A two-pronged approach is recommended:

- Project Team has identified potential stakeholder groups (as listed above). The project manager contacts each respective group to determine recommended representatives of interest to fill spots;
- For public-at-large representatives, the project manager will work with the Clerk's office to fill these positions through the appropriate committee of Council in compliance with the City's policies and procedures for committee appointments.

WATER CONSERVATION AND EFFICIENCY STRATEGY UPDATE: PUBLIC ADVISORY COMMITTEE TERMS OF REFERENCE

The following criteria are recommended to assist Council to identify public-at-large representatives:

- Knowledge of and experience with municipal water supply issues;
- Able to commit to participating throughout the duration of the project (approximately one year);
- Willingness to accept the PAC Terms of Reference and agreement to abide by the City's Principles for Public Involvement (see Appendix "B");

3.3 <u>Chair/Facilitation:</u>

It is recommended that a Facilitator from the Consultant Team chair the PAC meetings to enable all members to participate fully in the discussions.

3.4 <u>Meetings:</u>

PAC meetings will be convened at key points in the Water Conservation and Efficiency Strategy Update process. It is suggested that meetings be held in the evenings and be open to the public. It is anticipated that the PAC will meet a minimum of three times, with additional meetings called by the Project Team as required.

3.5 Decision Making:

As an advisory body, the PAC should operate by consensus to the extent possible. Consensus is where participants openly discuss views and opinions, and seek to develop common ground and narrow areas of disagreement to the best of their ability. Where differing viewpoints and opinions exist, these will be noted in the PAC meeting reports.

WATER CONSERVATION AND EFFICIENCY STRATEGY UPDATE: PUBLIC ADVISORY COMMITTEE TERMS OF REFERENCE

3.6 <u>Minutes:</u>

PAC meeting notes will be taken by a representative of the consultant team. Notes will be circulated to the PAC following each meeting for review and comment by members. Notes will be approved by the PAC at the following meeting.

3.7 Roles and Responsibilities:

As a PAC member, each participant will:

- Consider any matters, issues or information referred to them by Project Team relating to the Water Conservation and Efficiency Strategy Update process, and provide advice and recommendations as requested.
- ii. Liaise with the organization they represent (if applicable) and bring forward advice, issues or comments from their organization to the PAC.
- iii. Strive to operate in a consensus mode, where participants openly discuss views and opinions, and seek to develop common ground and narrow areas of disagreement to the best of their ability.
- Ensure that the results of PAC discussions are accurately recorded in the meeting records, or in additional reports that members may determine are needed.
- v. Agree to abide by the City of Guelph's Principles for Public Involvement in participating on the PAC.

Project Team members will:

- 1. Strive to provide accurate, understandable information to PAC members, such that they can contribute informed advice and recommendations.
- 2. Ensure that appropriate City staff (or other resource people) are present at discussions on specific issues or components of the planning process.
- 3. Ensure that advice, recommendations, and consensus positions from the PAC are fully considered as part of developing the Master Plan.

WATER CONSERVATION AND EFFICIENCY STRATEGY UPDATE: PUBLIC ADVISORY COMMITTEE TERMS OF REFERENCE

- 4. Be open, receptive, and give careful consideration to advice and ideas received from PAC members, and strive to reflect consensus positions in the Master Plan.
- 5. Agree to abide by the City of Guelph's Principles for Public Involvement in interacting with the PAC.

3.8 <u>Reporting Relationship:</u>

The PAC is acting in an advisory capacity to the Project Team, and through the Project Team to City Council. All meeting minutes and recommendations from the Committee to the Project Team will be posted on the City's web site for review by Council and the public.

By participating as members in this committee, PAC members are not expected to waive their rights to the democratic process, and may continue to avail themselves of participation opportunities through delegation to committees of Council, and/or providing written briefs. Any positions taken by individual members are without prejudice.

GUIDING PRINCIPLES FOR PUBLIC INVOLVEMENT

- **Inclusive not Exclusive** Everyone's participation will be welcome. Anyone with a known interest in the issue will be identified, invited and encouraged to be involved early in the process.
- **Voluntary Participation** The process will seek the support of those participants willing to invest the time necessary to make it work.
- **Purpose Driven** The process will be clearly linked to when and how decisions are made. These linkages will be communicated to participants.
- **Time and Financial Constraints** The process will operate within an appropriate time frame and budget.
- Communication The process and its progress will be communicated to participants and the community at-large using appropriate methods and technologies.
- **Adaptability** The process will be adaptable, recognizing all limits or constraints and allowing the level of public involvement to be reflective of the magnitude of the issue and the needs of the participants.
- Access to Information The process will provide participants with timely access to all relevant information in an understandable and user-friendly way. Education and training requirements will be considered.
- Access to Decision Making The process will give participants the opportunity to influence decision making. The participants will be provided with feedback as to how their input influenced the decisions as they are made.
- **Respect for Diverse Interests** The process will foster respect for the diverse values, interests and knowledge of those involved.
- Accountability The process will recognize that participants are accountable to both their constituents and to the success of the process.
- Evaluation The success and results of the process will be measured and evaluated.

ROLES AND RESPONSIBILITIES

Council - City Council is ultimately responsible to all the citizens of Guelph and must weigh each of its decisions accordingly. Councillors are responsible to their local constituents under the ward system, however they must carefully consider the concerns expressed by all parties. Council must ultimately meet the needs of the entire community and act in the best interests of the City as a whole.

Report to Community Development and Environmental Services Committee April 11, 2008

APPENDIX "B"

GUIDING PRINCIPLES FOR PUBLIC INVOLVEMENT

During its review and decision-making process, Council has an obligation to recognize the efforts and activities that have preceded its deliberations. Council should have regard for the public involvement processes that have been completed in support of projects, and Councillors should be prepared to discuss their rationale for their decisions in light of that public involvement.

City Staff - The future of the City should be designed to meet the needs and priorities of its citizens. Staff responsible for the design and implementation of public participation processes have an obligation to ensure that the Guiding Principles are the backbone of their processes. In addition to the responsibilities established by the Guiding Principles, staff have a responsibility to:

- pursue public involvement with a spirit that recognizes the value it adds to projects;
- in all public involvement activities, work towards fostering long-term relationships based on respect and trust;
- encourage positive working partnerships;
- take-up the challenge to draw out the silent majority, the voiceless and the disempowered;
- ensure that decisions and recommendations reflect the needs and desires of the entire community; and
- ensure that no participant or group is marginalized or ignored.

All Participants (Proponents, Public, Council, Staff) - The public is also accountable to the process and to the enhancement of the capacity to accomplish the project goals. All parties (including Council, staff, other proponents and the public) have a responsibility to:

- focus on the real issues and not on the furthering of personal agendas;
- balance personal concerns with the needs of the community as a whole;
- have realistic expectations;
- participate openly, honestly and constructively, offering ideas, suggestions, alternatives, etc.;
- listen carefully and completely;

GUIDING PRINCIPLES FOR PUBLIC INVOLVEMENT

- identify their concerns and issues early in the process;
- provide their names and contact information if they want direct feedback;
- make every effort to work within the project schedule; if this is not possible then this should be discussed with the proponent as soon as possible. Participants must also recognize that process schedules may be constrained by external factors (e.g. broader project schedules or legislative requirements);
- recognize that there is no single voice that is more important than all others, and that there are diverse opinions to be considered;
- work within the process in an integrated and cooperative manner;
- accept some responsibility for keeping themselves aware of current issues; when possible, participants should also make others aware of project activities and solicit their input; and
- recognize that the measure of the success of the process is the fullness of public involvement and the quality of the outcome.

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	April 11, 2008
SUBJECT	YARD MAINTENANCE BY-LAW
REPORT NUMBER	08-35

RECOMMENDATION

"THAT City Council adopt a Yard Maintenance By-law in accordance with Community Design and Development Services report 08-35 dated April 11, 2008."

BACKGROUND

As Council is aware, complaints are received on a continual basis regarding the maintenance of private property with a significant number of these complaints related to long grass & weeds, garbage & other waste materials, inoperable machinery & vehicles and lack of maintenance on vegetation, parking lots & walkways. The current process to regulate these items utilizes the Property Standards By-law which is passed under the authority of the Building Code Act. In addition, the Property Standards By-law contains a provision to appeal an Order that has been issued to the Property Standards Committee and this lengthens the time allowed for compliance. Compliance under the Property Standards By-law has often proven to be onerous and lengthy, especially for neighbouring residents who have to endure the lack of maintenance on these properties. A significant amount of staff resources are consumed in ensuring the owners of these properties comply, on a timely basis, with the Property Standards By-law on relatively minor items.

In 2005, Council approved a recommendation as a result of The Shared Rental Housing review to create a "new Tidy Yard By-law under the Municipal Act for clean up of waste on private properties". The ongoing, pro-active by-law enforcement program is another outcome of that review.

Sections 10, 127 and 128 of the Municipal Act allows the City to pass by-laws related to the health, safety & well-being of persons; requiring land to be kept in a clean & clear condition; requiring land to be kept free from refuse & debris; and regulating matters which are considered to be a public nuisance. Items such as long grass & weeds, garbage & other waste materials, inoperable machinery & vehicles and lack of

maintenance on vegetation, parking lots & walkways are considered items that can be regulated by these provisions of the Municipal Act. Section 128 of the Municipal Act allows Council to specifically determine matters that are considered a public nuisance.

Staff has received and is reviewing a number of similar by-laws in surrounding municipalities to assist in the preparation of the proposed by-law. Through this review, all regulations that have proven to be effective will be included in the proposed By-law.

REPORT

At this time, the proposed Yard Maintenance By-law will contain regulations on the following items for privately owned properties:

- a) requirements to maintain grass and weeds not more than 20 centimetres (8 inches) in height;
- b) exemptions related to properly maintained Naturalized Areas which do not encroach onto adjacent properties;
- c) requirements to remove garbage, debris, unused appliances, inoperable machinery & vehicles, unlicenced vehicles & trailers and animal excrement;
- d) requirements to remove appliances which could pose a danger to children;
- e) maintenance of hedges and trees to provide safety for the public
- f) maintenance of walkways and parking lots to provide safety for the public under normal use and weather conditions

It is being recommended that in the proposed by-law, long grass & weeds, unlicenced motor vehicles & trailers, animal excrement and the improper maintenance of Naturalized Areas should be deemed to be a public nuisance in accordance with the Municipal Act. Staff considers these items to have a negative impact on a property specifically and on a neighbourhood generally from an aesthetic standpoint.

The proposed by-law will allow exemptions to the above noted requirements in relation to lawfully permitted uses under the City's Zoning By-law.

The majority of the by-law regulations would be very similar to existing requirements in the Property Standards By-law and these requirements have proven to be effective in maintaining properties at a reasonable standard. The provisions relating to Naturalized Areas in the Property Standards By-law, which would be consistent with the provisions in the proposed by-law, were reviewed in detail in 2000 when the current Property Standards By-law was adopted. The allowance for Naturalized Areas has proven to be effective in permitting owners to implement an alternative form of landscaping on their properties.

It is the opinion of staff that adoption of this by-law would allow the City to resolve these matters in a timelier manner, thereby lessening the negative impact on adjacent property owners and the surrounding neighbourhood. It will also provide by-law enforcement staff with additional tools to be more effective and efficient.

The by-law will contain notification provisions to allow the owner time to comply before the City exercises their authority to carry out remedial work. It is proposed that the bylaw would permit the Chief Building Official or his/her designate to be authorized to direct City staff or agents to enter onto private property for the purpose of effecting remedial work in cases where the notice is not complied with. Any expenses incurred from such remedial work would be added to the City tax rolls and collected in the same manner as property taxes.

The enforcement of this by-law will be initiated in a similar manner as is currently used for the Property Standards By-law.

CORPORATE STRATEGIC PLAN

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

A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Legal Services

COMMUNICATIONS

N/A

ATTACHMENTS

N/A

Prepared By: Robert Reynen Supervisor of Inspection Services 519-837-5615, ext. 2386 rob.reynen@guelph.ca

Recommended By: James N. Riddell Director Community Design and Development Services 519-837-5617 james.riddell@guelph.ca

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Recommended By: Bruce A. Poole Chief Building Official 519-837-5615, ext. 2375 bruce.poole@guelph.ca

COMMITTEE REPORT



ТО	Community Developm Committee	ent and Environmental Services

SERVICE AREACommunity Design and Development ServicesDATEApril 11, 2008

SUBJECTPROPOSED UPGRADES WITHIN ST. GEORGE'S PARKREPORT NUMBER08-43

RECOMMENDATION

THAT the Community Design and Development Services Report 08-43, dated April 11, 2008, be received;

AND THAT staff be authorized to circulate proposed plans indicating park upgrades in St. George's Park as part of this Report 08-43 (Appendix 'A' and 'B'), internally to relevant departments and by survey to the surrounding neighbourhood for comment and report back to CDES Committee with the results of the survey and recommendations.

BACKGROUND

After the tragic loss of their son, Nicholas, the Lambden family initiated talks with City staff regarding a memorial within the St. George's Park on the site where Nicholas was injured. Wanting to ensure the memorial to their son would be a functional addition to the park and its users, the Lambden family are proposing park upgrades that enhance neighbourhood interaction with sports and social gathering spaces instead of the typical statue or static art piece.

Knowing the City does not have funding for such a project and that upgrades to the park are not included in the Parks Planning 10 Year Capital Budget Forecast, the Lambden family have begun fund raising efforts.

REPORT

Now and again staff receive willingness by individual(s) or a corporation(s) to donate funding, time and/or materials for park upgrades. Where these park upgrades or changes to a park master plan are proposed that are not included in the 10 year capital forecast, it is standard practice to seek direction from Council on the initiative. This normally involves an internal staff review of the proposed changes and surveying the surrounding neighbourhood and/or groups that may be affected by proposed changes.

Therefore, in this case, staff are requesting that Council authorize the circulation of the plans indicating park upgrades internally to gather comments by other relevant departments, as well as survey the St. George's neighbourhood.

Should the park upgrades be approved by Council the naming of the upgrades as a memorial will only be considered after an approved Naming Policy is adopted by Council as per the resolution of June 18, 2007 (Appendix 'C'). All efforts are being made by staff to bring this revised Naming Policy to Council in the coming months.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

If approved:

- 1. All costs associated with the design and construction of this project will be funded privately.
- 2. The maintenance of the proposed park upgrades will impact the Parks Operations Budget one year after construction is completed.

DEPARTMENTAL CONSULTATION

Park Operations, Engineering Services, Community Services

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix 'A' – St. George's Park Existing Conditions Appendix 'B' – St. George's Park Proposed Redevelopment Appendix 'C' – Council Resolution – Naming Policy

Prepared By:

Rory Bary Templeton Parks Planner 519 822 1260 x2436 rory,templeton@guelph.ca

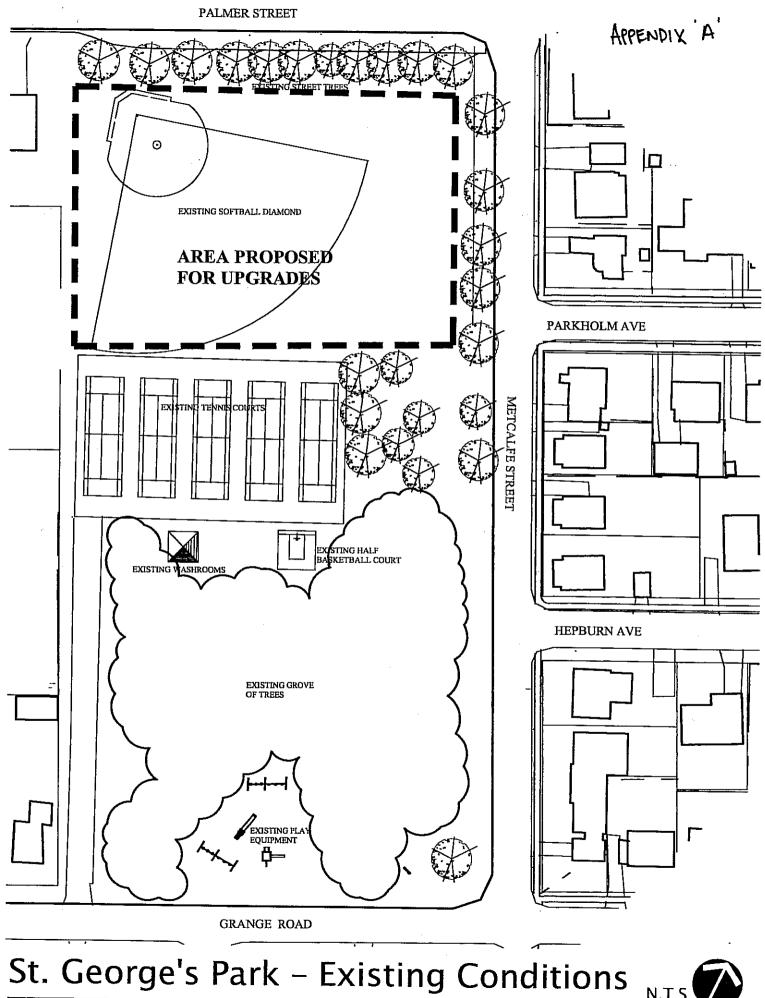
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Recommended By: Scott Hannah Manager of Development and Parks Planning 519 822 1260 x2359 scott.hannah@guelph.ca

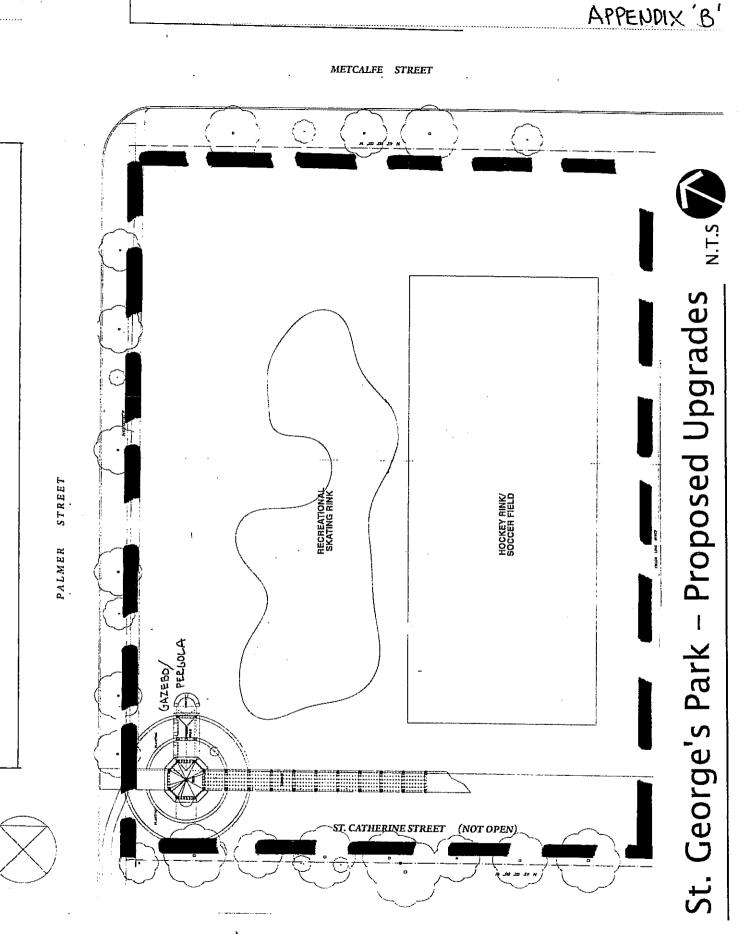
Recommended By: Jim Riddell Director of Community Design

And Development Services 519 822 1260 x2361 jim.riddell@guelph.ca

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APPENDIX 'C



June 20, 2007

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

At the meeting of Guelph City Council held on June 18, 2007, the following resolution was adopted:

"THAT no further namings be considered until a comprehensive naming policy has been approved by Council."

Yours truly,

Lois A. Giles City Clerk/ Manager of Council Administrative Services

cc.

Mr. G. Stahlmann

LAG:db

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	2008/04/11
SUBJECT	EASTVIEW TRAILS AT SCHRODER CRESCENT - UPDATE
REPORT NUMBER	08-32

RECOMMENDATION

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 the staff be directed to proceed with installation of property demarcation along the property lines of numbers 63 through 87 Schroder Crescent abutting a City owned maintenance access road/ public walkway and storm water management block as proposed in *Appendix 2* of the Community Design and Development Services Report 08-32, dated April 11, 2008.

BACKGROUND

The first phase of the Eastview Trails project was constructed during the summer and fall of 2007. During the installation of trails to the south of properties along Schroder Crescent, several property owners along Schroder Crescent raised concerns related to safety and security. City staff prepared a background report to the Community Design and Environmental Services Committee regarding the Eastview Trails construction at Schroder Crescent (Report 07-110) which was presented on November 9, 2007. At that meeting, the Community Development and Environmental Services Committee directed the staff to consult with the residents of lots 63 through 87 Schroder Crescent in determining their fencing needs and report back to the committee.

See Appendix 1

REPORT

In order to provide an opportunity for input into the property demarcation issue and gauge opinions, City staff prepared a survey (see Appendix 3). This survey provided two options (A and B) for property demarcation, but also included an opportunity for the residents to provide other alternatives.

Option A: This option proposes a combination of living fence and chain link fence installation as a property demarcation. Living fence and property markers are proposed to be installed along the west property

line of 63 Schroder Crescent and the rear property lines of 81 through 87 Schroder Crescent. A 1.5 m high black vinyl chain link fence is proposed to be installed along the rear property line of 65 through 79 Schroder Crescent.

Option B: This option proposes a 1.5 m high black vinyl chain link fence along west property line of 63 Schroder Crescent and rear property lines of 63 through 87 Schroder Crescent.

Current Property Demarcation Practice:

The two options, included in the survey, were based on research by staff on the current practice for the demarcation of storm water management ponds. A living fence and property markers are used for property demarcation where security is not a concern, safe conditions exist and sufficient room is available for maintenance. The conditions are considered safe where peak flow water depths in the storm water management ponds are limited to 3 meters or less, and where slopes on the sides of the ponds do not exceed 5:1. The Operations Department recommends a minimum of 6 metre wide mowing/ maintenance strip adjacent to a property line where a living fence has been installed. This space is needed in order to control the weed growth on private backyards adjacent to naturalized living fences and to perform maintenance operations on hazardous tree branches and canopies overhanging on the private properties.

It has also been the City's practice to treat maintenance roads open for public access as walkways and install a 1.5 m high black chain link security fence where these abut private property. For a maintenance access road a minimum of 3 metres width is required.

The rear of numbers 63-79 Schroder Crescent abuts a maintenance access road for a 5-year water quantity/quality facility at the rear of numbers 77-79 Schroder Crescent. The access road is narrow in places and is installed just to meet the minimum requirement of 3 metres width. It is located very close to the rear private property lines and the land on the south side slopes down towards the pit. It is for this reason that both option A and B include the installation of a 1.5 metre high black vinyl chain link fence. Option A includes the installation of a living fence where there is sufficient room for maintenance activities in the future.

Status of Property Demarcation for Cedarvale Subdivision:

The storm water management block property demarcation is not in place along the lots 63 through 87 but the development agreement for the Cedarvale Subdivision has provided funds to construct SWM facilities including landscaping and property demarcation of the block as noted in the financial implication section of this report.

It was also discovered by City staff that existing buffer plantings at the rear of the lots were installed by the builder as a condition of site plan approval. These existing plantings are located on private property and are not part of the required property demarcation for Cedarvale Subdivision.

Engineering practice is to landscape and demarcate the SWM facilities after 90% build-out of the drainage area. For Cedarvale Subdivision that has now been achieved.

Results of Public Survey/ Meeting:

The survey was mailed out to the owners of 63 to 87 Schroder Crescent on January 11, 2008 and also invited the residents to a meeting in the evening of January 29, 2008 at the Victoria Road Recreation Centre, where information would be provided and there would be an opportunity for questions and answers. Prior to the meeting, the City had

also arranged and paid for a survey to indicate the exact location of the property line as requested by some of the residents.

The public meeting was attended by 20 residents and provided a good opportunity for staff from Development and Parks Planning and Engineering to present the options and hear comments and concerns.

Staff has received several responses from the residents as a result of the survey and public meeting. Most of the residents are in favour of OPTION A which includes a combination of chain link and living fence although some of the residents have requested shared gates in the chain link fence for a direct access to the open space.

See Appendix 3 and 4 for public survey and comments

Conclusion:

City staff recommends that the Council support the demarcation solution as set out in Appendix 2. This solution is OPTION A from the survey together with the installation of several gates.

The installation of a chain link fence along the property lines of numbers 63-79 Schroder Crescent adjacent to the SWM pond maintenance access road is in accordance to the City's practice of demarcation for public walk ways with the exception of the installation of the gates. The fence includes three openings with gates in the proposal. This has been done on request of some of the residents to have a direct access to the open space from their backyards. These gates could be shared by adjacent neighbours.

A safety railing is also proposed to be installed along 2:1 slopes behind numbers 69 through 73.

The proposed chain link fence provides solution to the security, privacy and trespassing concerns raised by some of the residents upon increased pedestrian traffic on the maintenance access road as a result of recent trails construction.

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

A letter of Credit is available with Engineering Services of Community Design and Development Services for an amount of \$ 25,020.00 from the developer of Cedarvale Subdivision for 556 metres of property demarcation around Storm Water Management Area. The letter of credit has been provided as a condition of subdivision agreement.

DEPARTMENTAL CONSULTATION

CDDS: Engineering Services Operations: Parklands and Greenways

COMMUNICATIONS

Residents of lots 63 through 87 on Schroder Crescent

ATTACHMENTS

Appendix 1 - CDES Committee resolution; dated November 9, 2007

Appendix 2 - Recommended Property Demarcation Plan

Appendix 3 – Public Survey

Appendix 4 - Public Survey Comments

AC: Pathak

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

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

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

APPENDIX (



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 COMMUNITY DESIGN AND DEVELOPMENT SERVICES

NOV 20 2007

November 19, 2007

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

At a meeting of the Community Design and Environmental Services Committee held on November 9, 2007, the following resolution was adopted:

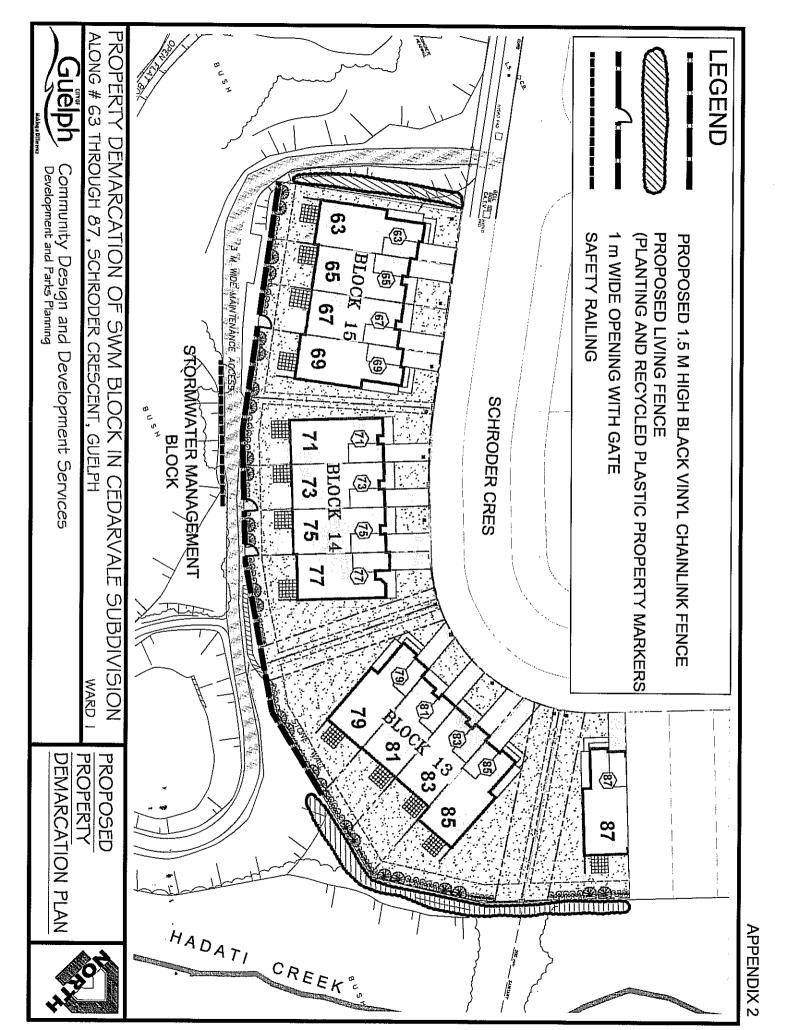
"THAT the Community Design and Development Services Report 07-110, dated November 9, 2007 pertaining to Eastview Trails at Schroder Crescent be received;

AND THAT staff be directed to consult with the residents to determine the fencing needs of all the residents and report back to this committee."

pull

Yours truly,

Tina Agnello Deputy City Clerk





то:	Owners of Lots 63 through 87 Schroder Crescent
FROM:	Jyoti Pathak, Parks Planner
	Development and Parks Planning,
DEPARTMENT:	Community Design and Development Services
DATE:	January 11, 2008
SUBJECT:	Property Demarcation of SWM block in Cedarvale Subdivision along Lots 63 through 87 Schroder Crescent.

Dear Owner,

The City staff would like to meet with the owners of Lots 63 through 87 Schroder Crescent to discuss property demarcation of the Storm Water Management/ open space block that exists behind their properties.

The City staff had presented a report to Community Development and Environmental Services (CDES) Committee on Nov 9, 2007 as a result of some of the owners' security, trespassing and privacy concerns with installation of a pedestrian bridge connecting to the trails constructed along C N Railway line. The report had recommended the installation of a 1.5 m high chain link fence along the property line of lots 63 through 87.

The Committee have directed the staff to have consultation with all the owners of lots 63 through 87 in order to review fencing and demarcation options.

A meeting has been scheduled on January 29, 2008 at 7.00 pm at Victoria Road Recreation Centre in the training room on first floor from 7.00 pm to 9.00 pm to provide information to the owners and to provide an opportunity for questions and comments.

The City staff has prepared two options for property demarcation and a survey attached with this letter.

If you are interested in this issue please complete and submit the survey to the City by mail, drop by or fax before February 5, 2008. Another option would be to bring the completed survey to the meeting on January 29, 2008.

If you need more information, please contact Jyoti Pathak, Parks Planner at (519) 837-5616 ext. 2431, or send an email to jyoti.pathak@guelph.ca with your contact information.

Sincerely. g. Pathak

Jyoti Pathak, Parks Plann

c.c.

Mayor Karen Farbridge Councillor Bob Bell Councillor Kathleen Farrelly Jim Riddell, Director of Community Design and Development Services Scott Hannah, Manager of Development and Parks Planning

> **Community Design and Development Services** Development and Parks Planning

> > T: 519-837-5616 F: 519-837-5640 E: planning@guelph.ca

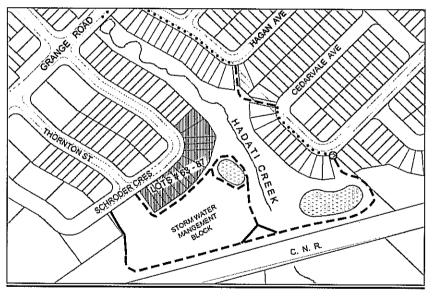


Property Demarcation of SWM block in Cedarvale Subdivision along Lots 63 through 87 Schroder Crescent

Community Design and Development Services is seeking input from the property owners into the proposed property Demarcation of the City owned Stormwater Management block and adjacent private properties.

The City lands include storm water management area and associated open spaces which generally occupy the land between Schroder Crescent and CN Railway in Cedarvale Subdivision.

You are invited to participate in our survey. Information gathered from this survey will help City staff in refining the proposal before it is presented to the Community Development & Environmental Services Committee for approval.

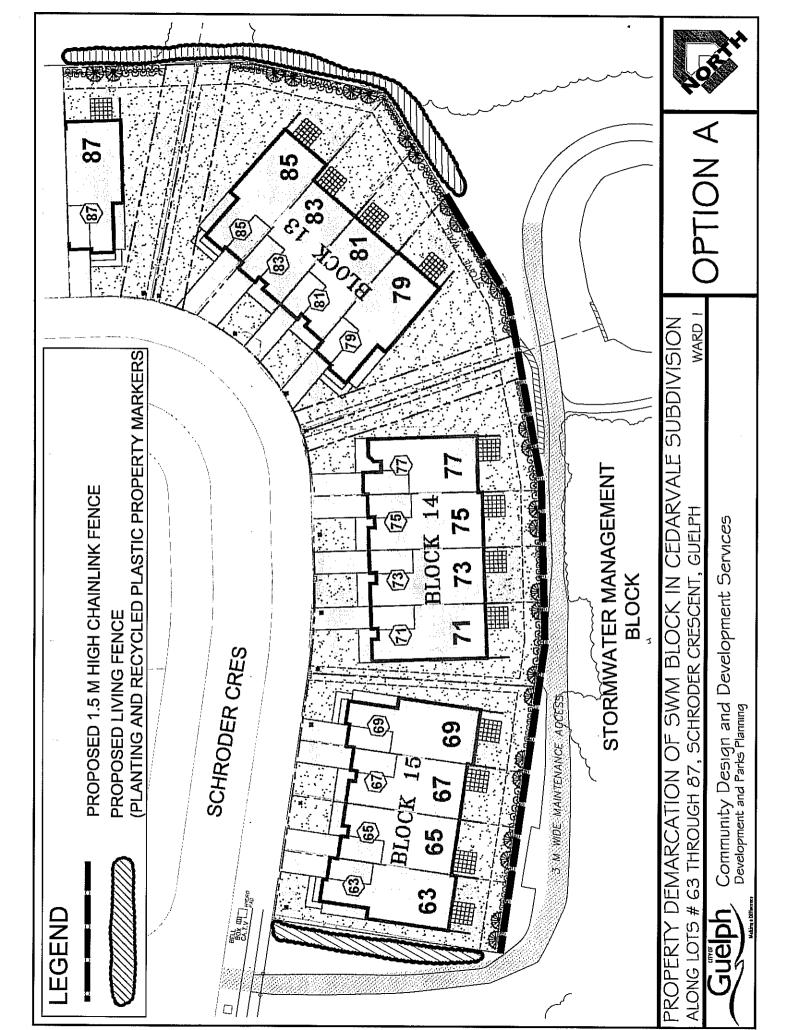


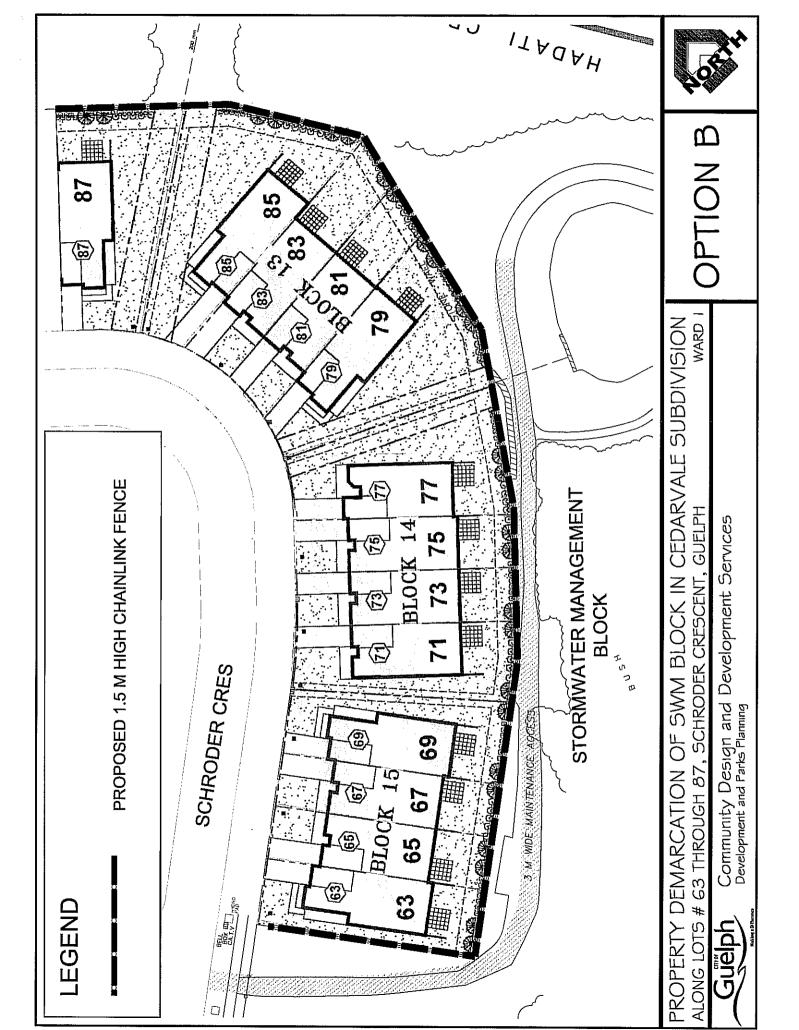
LOCATION MAP not to scale

- Option A: This option proposes a combination of living fence and chain link fence installation as a property demarcation. Living fence and property markers would be installed along west of lot 63 and rear of lots 81 through 87. A 1.5 m high chain link would be installed along the rear property line of lots 65 through 79.
- Option B: This option proposes a 1.5 m high chain link fence along west of lot 63 and rear property line of lots 63 through 87.

Community Design and Development Services Development and Parks Planning

> T: 519-837-5616 F: 519-837-5640 E: planning@guelph.ca





PUBLIC SURVEY COMMENTS:

Property Demarcation of SWM Block in Cedarvale Subdivision

67 Schroder Crescent OPTION A Chain Link Fence

Please put fence on both sides of roadway, beside the pond – also gates opening onto roadway.

69 Schroder Crescent OPTION A Chain Link Fence with lockable gate at the portion on our back property

Since it appears that there will be a chain link fence installed as a demarcation fence we request that a gate with lock be installed somewhere along our property line. We would be agreeable to share the gate with our neighbour at 67. The gate will allow access to the maintenance road/ trail both to be able to use the trail and to trim the weeds bordering the fence. In the past the City has not trimmed the weeds resulting in the spread of weeds into the living fence area of our property.

For the record we believe that if the maintenance road had not been extended and widened and the bridge constructed to join the main trail a demarcation fence would not be needed.

71 Schroder Crescent OPTION A Chain Link Fence

I would like a chain link fence please.

73 Schroder Crescent OTHER No Fence

95% of residents in the area do not want a chain link fence or any fence for that matter – it is just fine the way it is. If it ain't broke –don't fix it.

Why are you trying to spend money on something that nobody wants especially me?

Thank you for the opportunity to voice an opinion about the property demarcation of SWM Block along lots 63 through 87 Schroder Crescent.

My husband Peter Lister and I own 73 Schroder Crescent. As I explained in our phone conversation this morning, if I knew a chain link fence would be put up to demarcate the SWM Block, I would never have agreed to buy the property in the first place. The developer provided pine trees and bushes/ shrubs along the townhouse properties backing onto the SWM Block. We understood at the time of purchase the roadway was used for City maintenance at the SWM system.

The trail with a 45 meter steel bridge has been a surprise. The neighbourhood responded loud and clear to the manner the bridge connecting the trail to the roadway behind us was imposed on us - with no opportunity to express our concerns - A request to halt putting the bridge in place was denied. The bridge is in place. The neighbourhood owners from properties 79 to 67 met with councillors Bob Bell and K. Farrelly last fall. I understood at that meeting that one property owner-L. Aherne at 75 Schroder, feels unsafe with a public trail so close. She told me a 1.5 metre chain link fence would not make her feel more safe. The remainder of the property owners at that meeting agreed that a living fence on their property would be suitable for privacy and trespassing concerns. The Andersons and ourselves at 71 and 73 Schroder may not have adequate room to enable a living fence as we are situated at the narrowest section of roadway and we clearly state we do not want a fence at all. My husband and I have no objection to the trail and public use of the roadway -we have no concerns about our privacy or safety. We are happy to see people enjoying it and we enjoy our interactions with the 4 legged native to the SWM Block. My list of bird sightings out back is approaching 50 different kinds. I am saddened that the herons, the great blue the black capped night herons and the green herons will probably no longer frequent the pond.

I cannot express how deeply upset I am contemplating the idea of a chain link fence interrupting the flow of life in our backyard. The freedom my grand daughter, now six, enjoys walking out the back door, off the deck and into the natural world is my greatest gift to her.

This is my heartfelt request. Please do not impose a chain link fence on us. Thank you again for your consideration of my opinion in this matter. I request I can not attend the meeting tonight as I work the evening shift today.

75 Schroder Crescent OTHER No fence/ (Chain Link Fence with lockable gate)

We are not in favour of any fence being installed at the rear of our property on the property line. See attached notes. The existing living fence provides us with enough security. We have had no problems with intruders since the trail opened.

We are the owners of 75 Schroder Crescent and are not in favour of a fence being installed. Owners of 73, 77, and 81 thru 85 do not want a fence. Owner of 79 wants a fence to stop people cutting across her property. This could be achieved by a living fence at the top of the grade. She presently has her backyard fenced.

Our property slopes down 6 ft from the house to the trail. The pine trees are located within the property but as they grow they are extending out into the City property. Mark Cullen says if you prune these you will shorten their life. I will also have to build a retaining wall at the property line, re-grade my property, remove

my existing flower bed and add a railing to my lower deck all at a cost of \$ 200 to \$3000. Will the City cover any of these costs?

When we purchased this lot it was designed with a living fence, not a chain link. If you proceed with the fence we ask for a gate, so we can get out and use the trail. The fence should be vinyl coated wire not galvanized. The cost of this is almost the same as they use a lighter gauge wire.

One final note, have the members of the committee visited the site and seen the variance in grades from our property at 75 to 81. I have asked the property line be located before any final decision is made. Some of the stone wall may be on City property. I have some pictures showing the rear yards from 73 to 85.

I was very surprised at our meeting of January 29 that the fence in discussion was to be installed as a storm management requirement. These units are now over 6 years old and why was this not done long ago. This seems to be a way of resolving the problem brought up by the trail being installed. You also mentioned that the trail plan was discussed at a meeting early in 2007. How come we as residents of this area were not notified and again when the plan was approved why were we not told. Our first knowledge of the trail was by letter dated Sept 13 which we received on the following Monday, the day work commenced.

Rather than a fence on our property lines from 71 to 77 why not put this on the other side of the trail. This would serve as protection to the pond and more importantly to anyone falling down the steep embankment. The access road directly abuts our property. The property line cuts through the existing trees. There is no way we can encroach on the trail.

As this time I only hope that your final resolution will take into account the wishes of the majority of the neighbours and not the one or two who have made this such a controversy.

77 Schroder Crescent OTHER Fill up the existing wall (fuller living wall) Chain Link Fence with lockable gate

In your diagram you don't show the high wall behind #79. Behind our house I think you are showing one layer of stones on the diagram. These walls were put there to shore up the land as a lot of fill was put in. We ourselves had to insist that a wall of stone be out behind our home as the land would have washed away. You will notice the wall was not extended between the high wall and the shorter wall between homes #77 and #79 and therefore the problem of complaints regarding the trespassers cutting through the properties. Also the living wall between #77 and #79 and #85 and #87 was so sparse as to invite people through our properties, therefore, the problem of complaints regarding through.

We feel a fence would hinder the existing living wall and why can't you enhance the existing wall. You say there isn't room but I can see lots of space in between some of the shrubs and pines. We just want a fuller living wall to deter trespassers from cutting through our homes.Also; you will note Hadati Woods comes in right to the living wall at # 83. There isn't any room for the living wall proposal but between #85 and #87 there is room for the proposal.

WE DO NOT WANT A FENCE BUT WE DO AGREE THAT A FENCE SHOULD BE INSTALLED ON THE EDGE OF STORM WATER MANAGEMENT BLOCK WHERE THE EDGE IS DEEP AND DANGEROUS FOR PEDESTRIAN USING THE DRIVEWAY TO GET TO THE WALKWAY. The safety fence could be installed behind #71 where the earth drops away very close to the driveway. Please let's fill up the existing wall.

PS: If we do have to have a fence as proposed in Option A we would want a gate where the Anderson's opening to the driveway outback is.

79 Schroder Crescent OPTION A

Recognizing that a number of people do not want a fence, I feel that a fence is the only solution to effectively deter people using the City trail from using my property as a short cut between the trail and Schroder Crescent. For that reason, either option is acceptable to me but Option A would be more acceptable to the majority or at least a bit less controversial. The manner in which the trail system was established has been extremely divisive in our community. I recommend more community consultation in future, to ensure sound planning decisions are made.

81 Schroder Crescent OPTION A

I have lived 7 years in this house and have had no problems with any trespassers. I do not feel a fence is needed and I do not wish to have it.

85 Schroder Crescent OTHER (OPTION A)

We paid \$ 8000.00 premium so as to have a natural look in backyard. Chain link fence is not natural.

I feel the small number of people that want fencing can do so at their own expense also if they want they can put in security systems.

I have lived here for 7 years and do not feel moms, dads with strollers and kid on likes to be a danger in anyway. These are free hold town houses therefore I don't feel I should have to be fenced in. I am not living on the trail!!

87 Schroder Crescent OPTION A Is it possible to have both?

Close off the trail behind blocks 14 and 15 entirely. Make access to storm water ponds from Cedarvale Ave. I realise the existing bridge will have to be altered to allow truck.

Is it possible to have tall shrubs, trees etc planted?

The Corporation of the City of Guelph Community Development & Environmental Services Committee

Friday, April 11, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, April 11, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly and Hofland

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. B. Poole, Chief Building Official; Mr. R. Reynan, Supervisor of Inspection Services; Mr. R. Barr Templeton, Parks Planner; Ms. J. Pathak, District Park Planner; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper Seconded by Councillor Billings

THAT the minutes of the Community Development and Environmental Services Committee meeting held on February 8, 2008 and March 7 2008 be confirmed as recorded and without being read.

Carried

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

Dr. Laird provided a summary of the development of this committee and its purpose.

- 2. Moved by Mayor Farbridge
 - Seconded by Councillor Piper

THAT Council approve the formation of a Water Conservation and Efficiency Public Advisory Committee, consistent with the Terms of Reference attached to the Environmental Services Report of April 11, 2008 entitled Water Conservation and Efficiency Strategy Update – Public Advisory Committee Terms of Reference and Council Membership, to support the Water Conservation and Efficiency Strategy Update;

AND THAT Council appoint one (1) member to the Water Conservation and Efficiency Public Advisory Committee.

REPORT

April 11, 2008	Community Development & Environmental Services Committee	Carried Page 2
	Yard Maintenance By-law	
	Mr. R. Reynan, Supervisor of Inspection Services, advised Committee of the purpose and advantages of the By-law.	d the
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT City Council adopt a Yard Maintenance By-law in ac with Community Design and Development Services Report dated April 11, 2008. 	
		Carried
	Proposed Upgrades Within St. George's Park	
	Ms. C. Ratcliffe, on behalf of the Lambdens, was present questions.	to answer
	Staff was directed to provide maintenance costs involved upgrades when they report back to the Committee.	with the
Mr. J. Riddell	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Community Design and Development Services I 08-43, `Proposed Upgrades within St. George's Park', dat 2008, be received; 	•
	AND THAT staff be authorized to circulate proposed plans park upgrades in St. George's park as part of this Report (Appendix `A' and Appendix `B') internally to relevant de and by survey to the surrounding neighbourhood for com report back to Community Development & Environmental Committee with the results of the survey and recommend	08-43 partments ment and Services
		Carried
	Eastview Trails at Schroder Crescent – Update	
	Ms. J. Pathak, District Park Planner provided a summary and advised that the City has a letter of credit to cover the the fencing and storm water management.	

Mr. Jim Anderson, a resident provided comments on behalf of himself and several of his neighbours. He was opposed to a fence on his property, but if it was to be placed there, he would like a gate.

April 11, 2008	Community Development & Environmental Services Committee	Page 3
	Mr. Mike Onions, a resident requested that the Committee fence line to start after his property line. He also asked f encouraging trail users to keep their dogs on leashes and	or signage
REPORT	 4. Moved by Councillor Billings Seconded by Mayor Farbridge THAT the Community Design and Development Services F 32, dated April 11, 2008 pertaining to Eastview trails at S Crescent – Update, be received; 	
	AND THAT staff be directed to proceed with installation of demarcation along the property lines of numbers 63 throu Schroder Crescent to include a chain link fence along the property line of numbers 65 to 71 inclusive and number 77 edge of number 77; and a gate be installed on number 67 living fence with property markers be established for num to 77 inclusive and numbers 81 to 87 inclusive.	ugh 87 rear 79, to the 7; and a
		Carried
	5. Moved by Councillor Billings Seconded by Councillor Piper	
	THAT the Community Development and Environmental Se Committee now hold a meeting that is closed to the publi to Section 239 (2) (b) of the Municipal Act with respect:	
	personal matters about identifiable individuals	
		Carried
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT staff be given direction with respect to a personal n about an identifiable individual. 	natter
		Carried
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT staff be given direction with respect to a personal n about identifiable individuals. 	natter

Carried

April 11, 2008		nunity Development & Environmental ces Committee	Page 4
REPORT TO COMMITTEE OF THE WHOLE	THAT s	Moved by Councillor Billings Seconded by Councillor Salisbury staff be given direction with respect to a personal m identifiable individuals.	natter
			Carried
REPORT TO COMMITTEE OF THE WHOLE	THAT s	Moved by Councillor Piper Seconded by Councillor Billings staff be given direction with respect to a personal m an identifiable individual.	natter
			Carried
REPORT TO COMMITTEE OF THE WHOLE	THAT s	Moved by Councillor Piper Seconded by Councillor Salisbury staff be given direction with respect to a personal m identifiable individuals.	natter
			Carried

Next Meeting: May 9, 2008

The meeting adjourned 10:50 a.m.

Councillor Burcher, Chair

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE May 9, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

April 10th & 11th, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION	
BICYCLE-FRIENDLY GUELPH PROJECT	Approve	
Presentation by Jennifer McDowell		
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.		
NOTICE OF INTENTION TO DESIGNATE 47-49 ALICE STREET, PURSUANT TO THE ONTARIO HERITAGE ACT	Approve	
<u>Delegations</u> Blair Cleveland Gordon Maxwell Murray Taylor 		

Approve
For discussion purposes

NOISE CONTROL BY-LAW EXEMPTION REQUEST FOR THE GUELPH JAZZ FESTIVAL	Approve
THAT Report 08-51 regarding a Noise Control By-law exemption request on behalf of the Guelph Jazz Festival for Saturday, September 6 th and Sunday, September 7 th , 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.	
SIGN BY-LAW VARIANCE FOR STAYBRIDGE SUITES AT 11 CORPORATE COURT	Approve
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.	
MACALISTER PARK SPORTS FIELD REQUEST	Approve
THAT the Community Design and Development Services Report 08-47, dated May 9, 2008, be received;	
AND THAT Council approve the modified	

Master Plan of Macalister Park, as per Appendix `B', that includes an area designa as a Sports Field;	ted
AND THAT staff be directed to allocate fund in the 2009-2019 Capital Budget Forecast to implement a mini soccer pitch on the designated sports field.	ing p
JOE VERONI PARK MASTER PLAN WATSON CREEK SUBDIVISION - WARD	1 Approve
THAT the Community Design and Developm Services Report 08-33 dated May 9, 2008, received;	hent be
AND THAT the Master Plan for the development of the Joe Veroni Park, as proposed in Appendix 2 of Community Desi and Development Services Report 08-33 da May 9, 2008, be approved;	gn ated
AND THAT staff be directed to proceed with the implementation of the Joe Veroni Park Master Plan.	
PETITION TO PROHIBIT THE STORAGE PORTABLE TOILETS IN THE CITY OF GUELPH	Approve
THAT Report 08-059 regarding a petition to prohibit the storage of portable toilets in the City of Guelph, from Community Design ar Development Services, dated May 9, 2008 received;	าe 1d
AND THAT staff takes no action with regar the request to amend the Zoning By-law Number (1995)-14864 to prohibit the stor 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.	9

OTHER BUSINESS

NEXT MEETING

June 6, 2008

The Corporation of the City of Guelph Community Development & Environmental Services Committee Thursday, April 10, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Thursday, April 10, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly, Findlay, Hofland and Wettstein

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Ms. A. Pappert, Director of Community Services; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. B. Coutts, Manager of Court Services; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. P. Kraehling, Senior Policy Planner; Mr. C. Walsh, Manager of Wastewater Services; Mr. D. Kudo, Infrastructure Planning, Design and Construction Manager; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. K. Nasswetter, Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Guelph's Local Growth Management Strategy Recommendation in Response to the Growth Plan for the Greater Golden Horseshoe Sustainable Population Threshold to 2031 and City Official Plan Preferred Urban Form Elements

Ms. M. Plaunt, Manager of Policy Planning and Urban Design, and Mr. P. Kraehling, Senior Policy Planner presented an overview of the City of Guelph's Local Growth Management Study. They believe the goals are achievable. They advised that they have done modelling at different population rates and there will be a review every five years in order to anticipate upcoming needs.

Ms. H. Burke, Director of Housing Services for the County was present to answer questions with respect to affordable housing.

Staff advised they have been in communication with the surrounding municipalities and have taken into consideration impacts on their community when establishing their goals and strategies.

Dr. Whiteley stated that the Premier should be adopting a sustainable plan for Ontario and then municipalities should determine how to achieve the plan. He believes that the City needs to examine the current structure and consider what needs to be changed to reach the

Distribution	Minutes		
April 10, 2008	Community Development & Environmental Page 2 Services Committee		
	goals. He also advised the City to determine how to keep the community together as it grows. He suggested setting minimum dwelling sizes and increasing the development charges on an incremental basis, or introducing a rebate program. He stated that this strategy is a response to the existing regulatory framework and does not represent alternatives may be considered. He urged the City to explore different options to determine how to achieve a sustainable community.		
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the City of Guelph's Local Growth Management Strategy (LGMS) Report 08-14 dated April 10, 2008 from Community Design and Development Services be received; 		
	AND THAT the report and the following recommendations be endorsed by Guelph City Council, and serve as the foundation for the completion of "Phase IV – Assessment and Implementation" of the Local Growth Management Strategy (LGMS), and the background work for the preparation of the 2009 Official Plan update;		
· · ·	1. That the City of Guelph plan for a population target of 165,000 people to the year 2031 in response to the Provincial Growth Plan.		
	2. That the City should plan for a steady rate of population increase; this rate of increase is primarily associated with the planning of future infrastructure – both hard and soft services and will be equivalent to a long-term average annual population growth rate increase of 1.5%		
	3a. That employment growth in the City should be planned to keep pace with population growth. Based on a 2031 population threshold of 165,000 people, an additional 30,000 jobs will be required over the next 25 years.		
	3b. That in addition to the recommendations of this report, the current `Employment Lands Strategy' being prepared by Watson and Associates will inform the future additional employment requirements/opportunities in Guelph.		
	4a. That within the `Built-Up' area of the City, residential intensification opportunities will be identified in the Downtown `Urban Growth Centre' and the 1nodes and corridors' as schematically illustrated on Schedule "H", Residential Intensification Opportunity Areas.		

Distribution	Minutes		
April 10, 2008		nunity Development & Environmental ces Committee	Page 3
	4b.	That in addition to the `residential intensificat within the `Built-Up' area of the City, that op provide higher density residential developmer `Mixed use Nodes' of the City's current Officia examined in the next phase of the Urban Des	portunities to ht in the four al Plan will be
	4c.	That higher residential density and mixed-use planned within the `Greenfield' areas of the C implementation of the Community Energy Pla	City based on the
	4d.	That a provision of affordable housing be plar City based on the implementation of the Affor Strategy.	
	5.	That development to meet the objectives of t Growth Plan and the City's local growth strate accommodated on lands contained within the boundaries for the City of Guelph.	egy will be
	AND THAT this report be circulated to Liz Sandals (Guelph MPP), the Townships of Puslinch and Guelph-Eramosa, the County of Wellingto the Grand River Conservation Authority and to the Ministry of Public Infrastructure Renewal (Ontario Growth Secretariat) for information		unty of Wellington, Ministry of Public
			Carried
	Deve	elopment Priorities Plan (DPP) 2008	
	sumr order will n Comr and r	5. Hannah, Manager of Development & Parks Planary of the Development Priorities Plan. He ex to achieve the goals of the Development Prior eed to determine the density of development, munity Energy Plan is being met, that timelines nixed use lands are utilized. He advised that t us tools to encourage infill projects within the C	plained that in ities Plan, the City ensure the are established hey are examining
		Moved by Councillor Piper Seconded by Councillor Salisbury the procedural by-law be suspended to allow a gation to speak to the Committee.	an unregistered
			Carried
	Mayo	or Farbridge left the meeting at 12:09 p.m.	
	Com	D. Remmer, a consultant involved with the devenue munity Energy Plan advised that energy intensi essed with the Development Priorities Plan. Sh	ity needs to be

Distribution	Minutes
April 10, 2008	Community Development & Environmental Page 4 Services Committee
	servicing, salvaging trees, and the City's goal of having a walkable community must be considered when establishing the Development Priorities Plan.
	Staff advised that they are addressing the issue of embedding the Community Energy Plan into the Development Priorities Plan and trying to determine what criterion they will be able to enforce.
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper 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.
	Carried
	Growing the Greenbelt Plan
	Ms. M. Plaunt, Manager of Policy Planning and Urban Design provided an overview of the Growing the Greenbelt Plan. She advised this plan is a result of the initiative of the province. She advised of the some of the criteria being utilized to establish the plan. She stated that the Guelph Paris-Moraine study is underway and they expect a report to be ready in early fall.
	The Committee requested that a Greenbelt presentation by the Mayor be brought forward to a future Committee meeting for discussion.
	Mr. Riddell advised that staff members will be attending a meeting with the Ministry of the Environment for consultation to establish criterion. He will report back to the Committee by email.
	Staff will need to determine how to address isolated areas and the need to get a coordinated plan in place.

Distribution	Minutes		
April 10, 2008	Community Development & Environmental Page 5 Services Committee		
REPORT	 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.		

Distribution	Minutes		
April 10, 2008	Community Development & Environmental Page 6 Services Committee		
	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 and to the County of Wellington, the Township of Puslinch and Guelph Eramosa, as the City's comments on the draft criterion for Growing the Greenbelt.		
	Next Meeting: April 11, 2008		
	The meeting adjourned at 12:34 p.m.		

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, April 11, 2008, 9:30 a.m.
	A meeting of the Community Development and Environmental Services Committee was held on Friday, April 11, 2008 in Council Chambers at 9:30 a.m.
	Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge
	Also Present: Councillors Beard, Bell, Farrelly and Hofland
	Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. B. Poole, Chief Building Official; Mr. R. Reynan, Supervisor of Inspection Services; Mr. R. Barr Templeton, Parks Planner; Ms. J. Pathak, District Park Planner; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	 Moved by Councillor Piper Seconded by Councillor Billings THAT the minutes of the Community Development and Environmental Services Committee meeting held on February 8, 2008 and March 7 2008 be confirmed as recorded and without being read.
	Carried
	Water Conservation and Efficiency Strategy Update – Public Advisory Committee Terms of Reference and Council Membership
	Dr. Laird provided a summary of the development of this committee and its purpose.
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT Council approve the formation of a Water Conservation and Efficiency Public Advisory Committee, consistent with the Terms of Reference attached to the Environmental Services Report of April 11, 2008 entitled Water Conservation and Efficiency Strategy Update – Public Advisory Committee Terms of Reference and Council Membership, to support the Water Conservation and Efficiency Strategy Update;
	AND THAT Council appoint one (1) member to the Water Conservation and Efficiency Public Advisory Committee.
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Distribution	Minutes		
April 11, 2008	Community Development & Environmental Services Committee	Page 2	
	Yard Maintenance By-law		
	Mr. R. Reynan, Supervisor of Inspection Services, advised Committee of the purpose and advantages of the By-law.	l the	
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT City Council adopt a Yard Maintenance By-law in ac with Community Design and Development Services Repor dated April 11, 2008. 	cordance t 08-35	
		Carried	
	Proposed Upgrades Within St. George's Park		
	Ms. C. Ratcliffe, on behalf of the Lambdens, was present questions.	to answer	
	Staff was directed to provide maintenance costs involved upgrades when they report back to the Committee.	with the	
Mr. J. Riddell	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Community Design and Development Services 08-43, `Proposed Upgrades within St. George's Park', da 2008, be received; 	Report ted April 11,	
	AND THAT staff be authorized to circulate proposed plans park upgrades in St. George's park as part of this Report (Appendix `A' and Appendix `B') internally to relevant de and by survey to the surrounding neighbourhood for com report back to Community Development & Environmenta Committee with the results of the survey and recommen	: 08-43 epartments nment and Il Services	
		Carried	
	Eastview Trails at Schroder Crescent – Update		
	Ms. J. Pathak, District Park Planner provided a summary and advised that the City has a letter of credit to cover t the fencing and storm water management.	of matter he costs of	
	Mr. Jim Anderson, a resident provided comments on beh and several of his neighbours. He was opposed to a fen property, but if it was to be placed there, he would like a	ce on his	

Distribution	Minutes			
April 11, 2008	Community Development & Environmental Page 3 Services Committee			
	Mr. Mike Onions, a resident requested that the Committee adjust th fence line to start after his property line. He also asked for signage encouraging trail users to keep their dogs on leashes and not to litte	:		
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge 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, 7 to 77 inclusive and numbers 81 to 87 inclusive.	73		
	Carried			
	5. Moved by Councillor Billings Seconded by Councillor Piper			
	THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public, pursuar to Section 239 (2) (b) of the Municipal Act with respect:	nt		
	 personal matters about identifiable individuals 			
	Carried			
REPORT TO COMMITTE	 6. Moved by Councillor Billings Seconded by Mayor Farbridge THAT staff be given direction with respect to a personal matter about an identifiable individual. 			
	Carried			
REPORT TO COMMITTE OF THE WHOLE	 7. Moved by Councillor Billings Seconded by Mayor Farbridge E THAT staff be given direction with respect to a personal matter about identifiable individuals. 			
	Carried			
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Distribution	Minutes	
April 11, 2008	Community Development & Environmental Services Committee	Page 4
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Billings Seconded by Councillor Salisbury THAT staff be given direction with respect to a personal mabout identifiable individuals. 	natter
		Carried
REPORT TO COMMITTEE OF THE WHOLE	 9. Moved by Councillor Piper Seconded by Councillor Billings THAT staff be given direction with respect to a personal n about an identifiable individual. 	natter
		Carried
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT staff be given direction with respect to a personal n about identifiable individuals. 	natter
		Carried
	Next Meeting: May 9, 2008	
	The meeting adjourned 10:50 a.m.	
	Councillor Burcher, Chair	
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COMMITTEE REPORT



ТО	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

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.

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-toschool 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

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 offroad 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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Prepared By: Jennifer McDowell Transportation Demand Management Coordinator (519) 822-1260, ext 2651 jennifer.mcdowell@guelph.ca

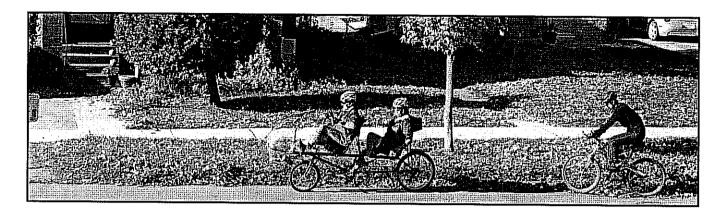
Recommended By: Richard Henry, P.Eng. City Engineer (519) 822-1260, ext. 2248 richard.henry@guelph.ca

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Endorsed By: Rajan Philips, P.Eng. Manager, Transportation Planning and Development Engineer (519) 822-1260, ext. 2369 rajan.philips@guelph.ca

Recommended By: James N. Riddell Director, Community Design and Development Services (519) 822-1260, ext. 2361 jim.riddell@guelph.ca



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 nongovernmental 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

Alternative Transportation Canada 'Go for Green'

ELTIS - European's Local Transportation Information Services

http://www.bikeleague.org http://www.goforgreen.ca http://www.eltis.org

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Information not available

Page 7

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services May 09, 2008
SUBJECT	NOTICE OF INTENTION TO DESIGNATE 47-49 ALICE STREET, PURSUANT TO THE ONTARIO HERITAGE ACT
REPORT NUMBER	08-57

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 ft² (424.74 m²).

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. 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

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

Prepared By: Joan Jylanne Senior Policy Planner 519 837-5616 x 2519 joan.jylanne@guelph.ca

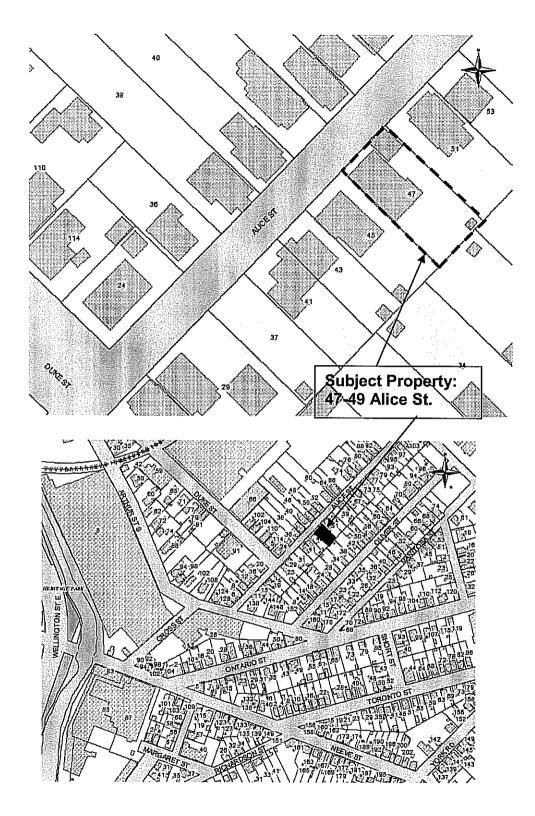
Recommended By: Paul Ross Chair, Heritage Guelph

Recommended By: Marion Plaunt Manager of Policy Planning and Urban Design 519 837-5616 x 2426 marion.plaunt@guelph.ca

Kard

Recommended By: James N. Riddell Director of Community Design and 519 Development Services 519 837-5616 x 2361 jim.riddell@guelph.ca

ATTACHMENT 1 - LOCATION MAP



ATTACHMENT 2 - HERITAGE GUELPH BACKGROUND INFORMATION REPORT

CITY OF GUELPH

HERITAGE GUELPH (THE MUNICIPAL HERITAGE COMMITTEE)

BACKGROUND INFORMATION FOR PROPOSED DESIGNATION OF SITE

47-49 Alice Street Vincenzo Valeriote's House and Shoe Repairing Shop



APRIL 2008

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Figure 17. Photo of 49 Alice Street, April 2008, taken from the west. Source: Libby Percival

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

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 Valeriote'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 Valeriote on 15 August 1924 for the lesser amount of \$125. (Duignan's wife also sold the other (easterly) part of Lot 39 to Michele Valeriote on 5 September 1924 for \$250.) 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:¹

"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

¹ Email from Gayle Valeriote to Lori Pagnan, dated 23 September 2007.

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 Reparing". 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."²

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."³

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.

² Email from Gayle Valeriote to Lori Pagnan, dated 23 September 2007.

³ Email from Gayle Valeriote to Lori Pagnan, dated 23 September 2007.

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.⁴. 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."⁵

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.⁶

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

⁴ See Pat Bowley, 1994, "The Italian Community in St Patrick's Ward, Guelph, Ontario, 1900-1939," *Historic Guelph* 33, p 62.

⁵ City of Guelph, Planning and Business Services, 2003, St Patrick's Ward Land Use Strategy, p. 37.

⁶ City of Guelph, Planning and Business Services, 2003, St Patrick's Ward Land Use Strategy, p. 37.

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

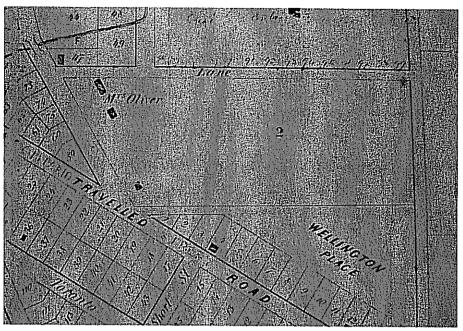


Figure 2. Detail of T W Cooper's Map of the Town of Guelph, 1862, showing buildings on Oliver's property. There are no buildings in the vicinity of 47-49 Alice Street at this time. Source: Guelph Civic Museum

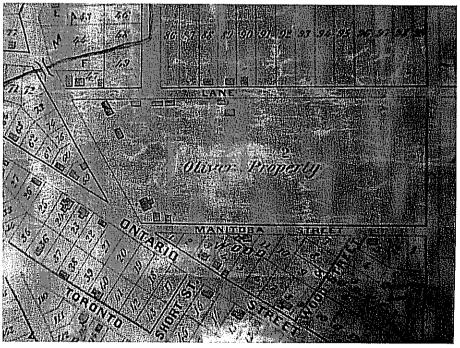


Figure 3. Detail of T W Cooper's Map of the Town of Guelph, circa 1875-77, showing buildings on Oliver's property. There are still no buildings on 47-49 Alice Street at this time. Source: University of Guelph Archives

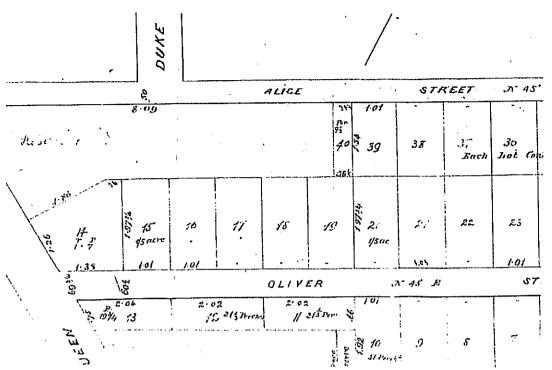


Figure 4. Detail of Plan 244, Subdivision of part of Lot No. 2 in the First Range of Division F, Town of Guelph, Property of Henry H Oliver, Registered on 22 June 1846. Source: Guelph Land Registry Office

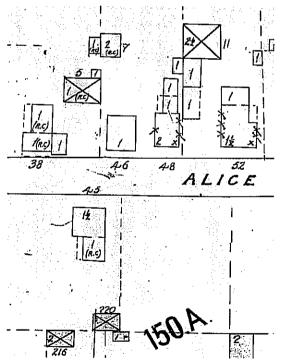
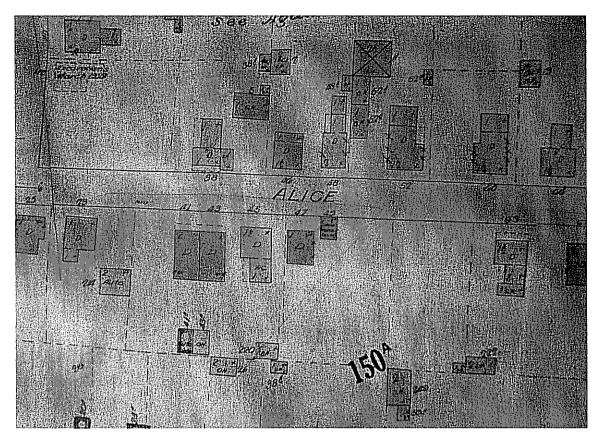


Figure 5. Detail of Fire Insurance Plan of the City of Guelph, showing a vacant lot at 47-49 Alice Street in November 1907. Charles E Goad and the Underwriters' Survey Bureau Limited. Source: Guelph Public Library microfilm



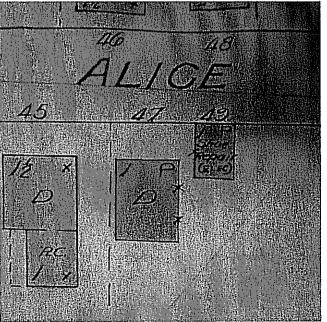


Figure 6. Details of Fire Insurance Plan of the City of Guelph, showing the outline of the house and shoe repair shop at 47-49 Alice Street in October 1929. Underwriters' Survey Bureau Limited. Source: Guelph Civic Museum

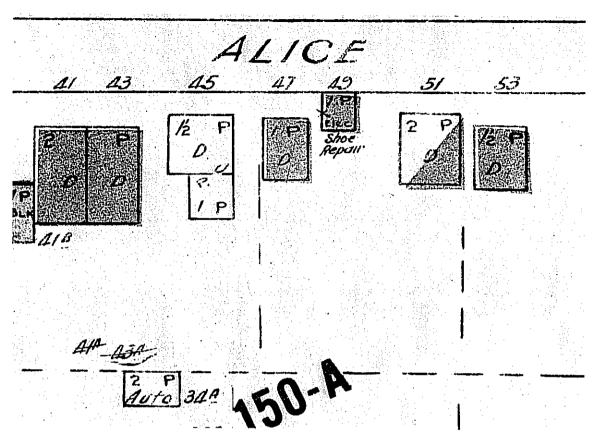


Figure 7. Detail of Fire Insurance Plan of the City of Guelph, showing the outline of the house and shoe repair shop at 47-49 Alice Street in June 1960. Underwriters' Survey Bureau Limited. Source: Guelph Public Library microfilm

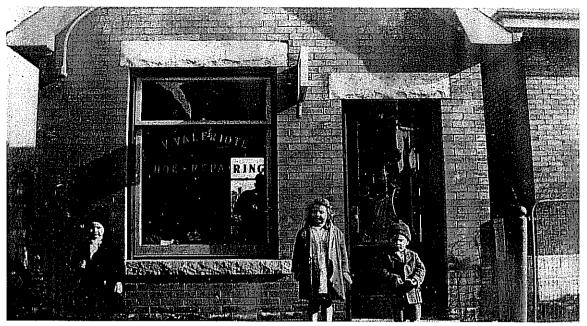


Figure 8. Photo of front façade of Vincenzo Valeriote's Shoe Repairing Shop, 49 Alice Street, circa 1928. Vincenzo Valeriote can be seen at work inside the shop; his wife, Maria Anunziata Valeriote, is standing inside the front door. Source: Gayle Valeriote.

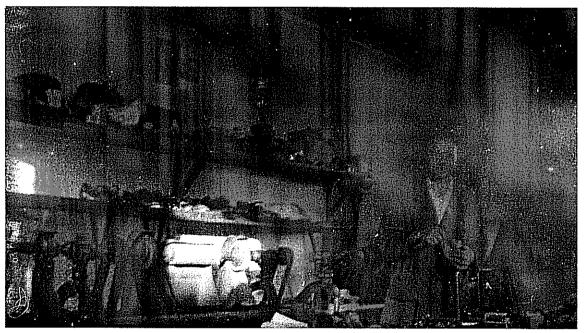


Figure 9. Photo of the interior of Vincenzo Valeriote's Shoe Repairing Shop, 49 Alice Street, date unknown. Vincenzo Valeriote is pictured alongside the tools of his trade. Source: Gayle Valeriote.



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.

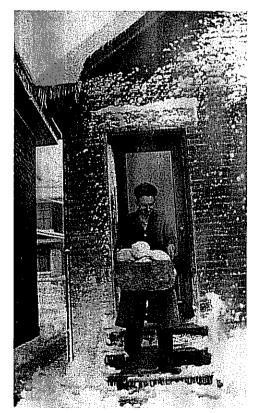


Figure 11. Photo of Vincenzo Valeriote at the rear of his Shoe Repairing Shop, 49 Alice Street, date unknown. Source: Gayle Valeriote.

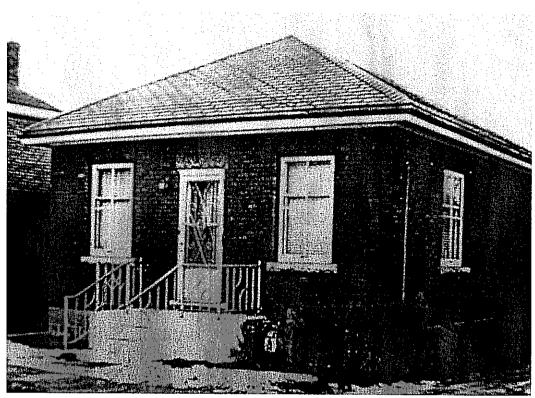


Figure 12. Photo of 47 Alice Street, 1 Sept 1975, taken from the west. Source: Gordon Couling, Couling Building Inventory, Guelph, Ontario, 1827-1927

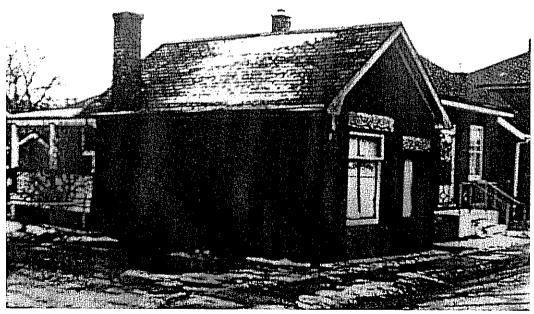


Figure 13. Photo of 47-49 Alice Street, 1 Sept 1975, taken from the north. Source: Gordon Couling, Couling Building Inventory, Guelph, Ontario, 1827-1927

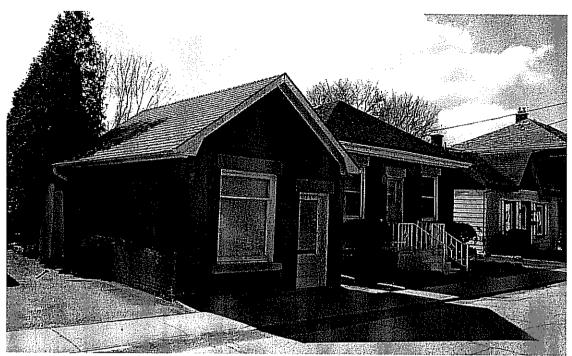


Figure 14. Photo of 47 Alice Street, April 2008, taken from the north. Source: Libby Percival



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

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 Valeriote 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

Property: 47-49 Alice Street	Property	y: 47-49	Alice	Street
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Date: April 2008

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
The property has design value	or physical value because it	
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		
	ue or associative value because it	
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.	1
demonstrates or reflects the work or ideas of an		

architect, artist, builder, designer or theorist who is	
significant to a community	

The property has contextual va	lue 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		

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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 sideby-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.

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services May 9, 2008
SUBJECT	NOTICE OF INTENTION TO DESIGNATE 60 MANITOBA STREET, PURSUANT TO THE ONTARIO HERITAGE ACT
REPORT NUMBER	08-58

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 m² (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 19th 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 19th century and early 20th century. A full description of the history and cultural heritage value of the residence is described in Attachment 2 – Heritage Guelph Background Report.

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.

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

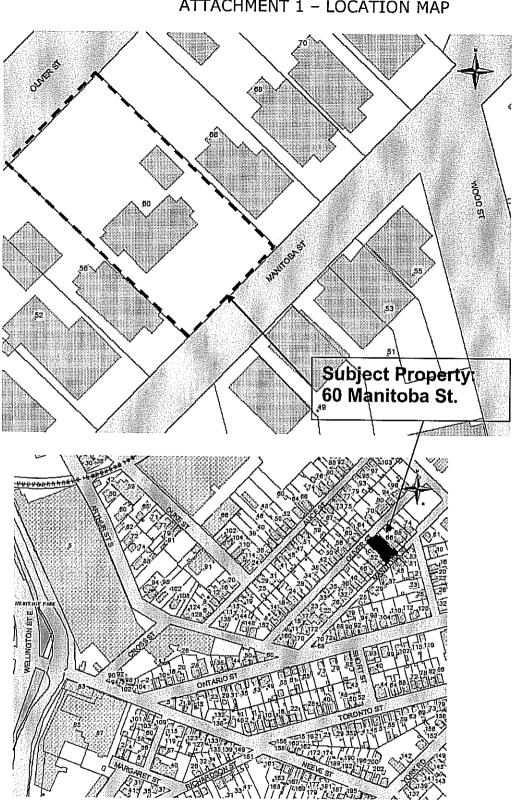
Prepared By: Joan Jylanne Senior Policy Planner 519 837-5616 x 2519 joan.jylanne@guelph.ca

Recommended By: Paul Ross Chair, Heritage Guelph

Sefficiel_

Recommended By: Marion Plaunt Manager of Policy Planning and Urban Design 519 837-5616 x 2426 marion.plaunt@guelph.ca

Recommended By: James N. Riddell Director of Community Design and Development Services 519 837-5616 x 2361 jim.riddell@guelph.ca



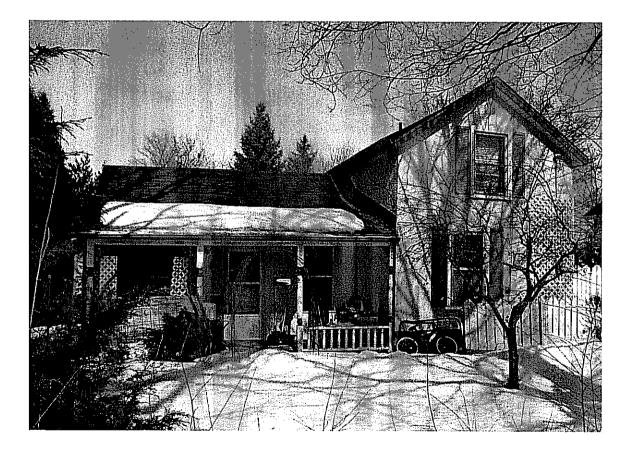
ATTACHMENT 1 - LOCATION MAP

ATTACHMENT 2 - HERITAGE GUELPH BACKGROUND INFORMATION REPORT

CITY OF GUELPH HERITAGE GUELPH (THE MUNICIPAL HERITAGE COMMITTEE)

BACKGROUND INFORMATION FOR PROPOSED DESIGNATION OF SITE

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

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-andone-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.

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-

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."¹

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

¹ *Guelph City Directory for 1885-86*, complied and published by William W Evans, Toronto, 1884, p 28.

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.

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 19th 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 19th 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 19th century and the first three decades of the 20th 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

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."² 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

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

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."³

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.

³ 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

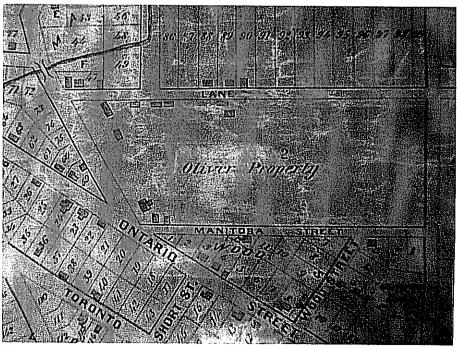


Figure 4. Detail of T W Cooper's Map of the Town of Guelph, circa 1875-77, showing buildings on Oliver's property. There is still no building in the vicinity of 60 Manitoba Street at this time. Source: University of Guelph Archives

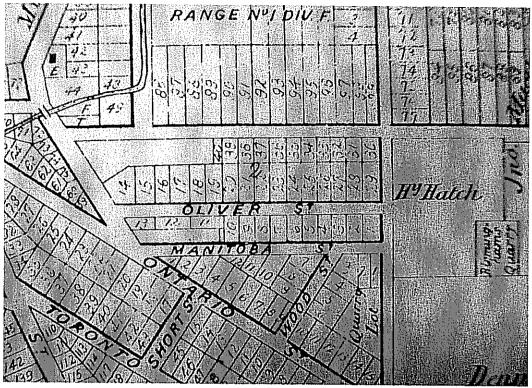
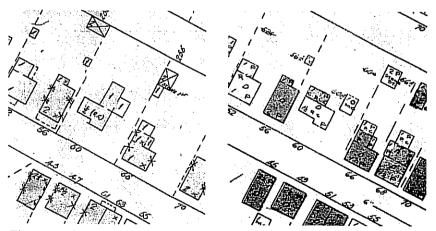


Figure 5. Detail of Alfred T Cotterell's Map of the Town of Guelph, showing the subdivision of Oliver's Estate along the north side of Manitoba St. Wellington County Atlas 1877. Source: Guelph Public Library



Figures 6 & 7. Details of Fire Insurance Plans of the City of Guelph, showing the Lshaped 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

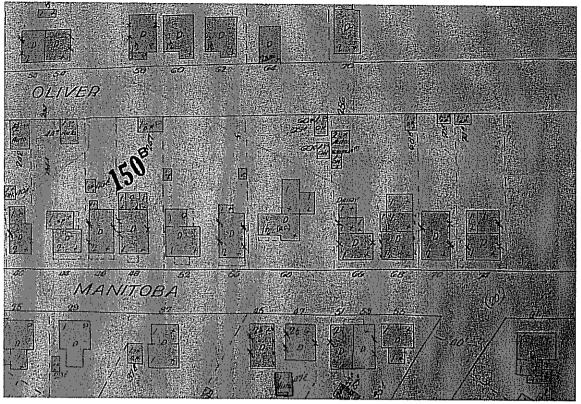


Figure 8. Detail of Fire Insurance Plan of the City of Guelph, showing the outline of the main building at 60 Manitoba St in October 1929. Underwriters' Survey Bureau Limited. Source: Guelph Civic Museum



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

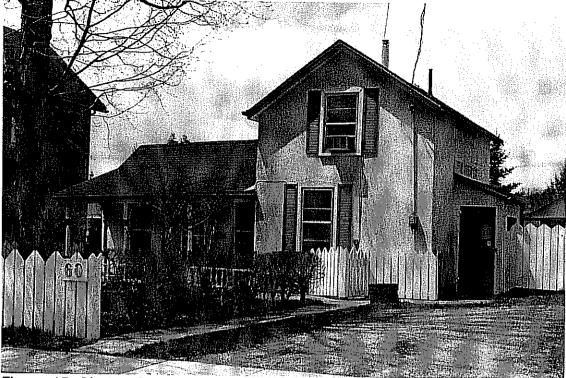


Figure 12. Photo of 60 Manitoba Street, May 1996, taken from the east. Source: Burcher-Stokes Inventory of Heritage Structures for the City of Guelph

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

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

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

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

DESIGNATION ASSESSMENT

Property: 60 Manitoba Street

Date: March 2008

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
The property has design value	or physical value because it	
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		
The property has historical value		
has direct associations with a	has direct associations with Samuel Carter,	✓
theme, event, belief, person,	a successful local businessman, a	
activity, organization or	prominent local and provincial politician, a	
institution that is significant to a community	pioneer of the Canadian co-operative	
community	movement, and an influential member of	
yields, or has the potential to	the local Methodist community.	
yield, information that	contributes to an understanding of the development of late 19 th century cottage	v
contributes to an understanding	industries in Guelph, and of the character of	
of a community or culture	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		
The property has contextual value	because It	
is important in defining,	supports the compact, low-rise character of	
maintaining or supporting the	the streetscape prevalent in St Patrick's	•
character of an area	Ward today.	
is physically, functionally,		·
visually or historically linked to		
its surroundings		
is a landmark		

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-andone-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^{th} century and the first three decades of the 20^{th} 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.

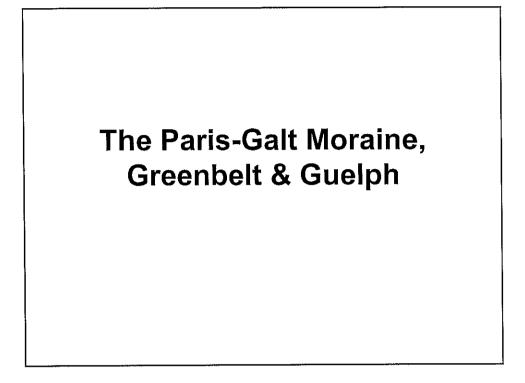
The property plays an important role in understanding the development of our communities. Specifically, 60 Manitoba contributes to our understanding of cottage industries in the later part of the 19th century and the local character of St. Patrick's Ward as a working class neighbourhood with a long history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

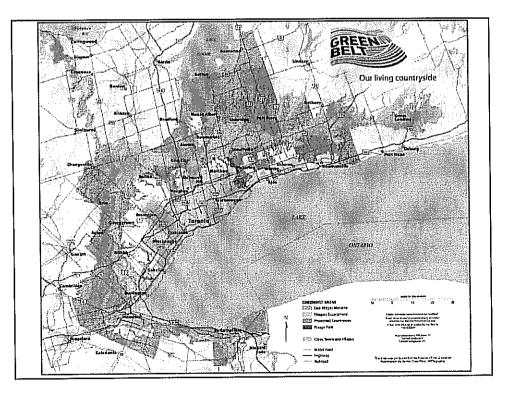
The building's historic connection with the City's early industrial growth; association with a prominent citizen, Samuel Carter; and its contextual value in defining, maintaining and supporting the character of St. Patrick's Ward; warrants its consideration for historic designation under Part IV of the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

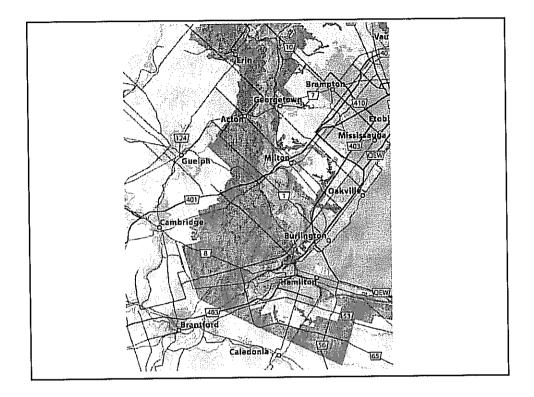
WHAT IS TO BE PROTECTED BY DESIGNATION:

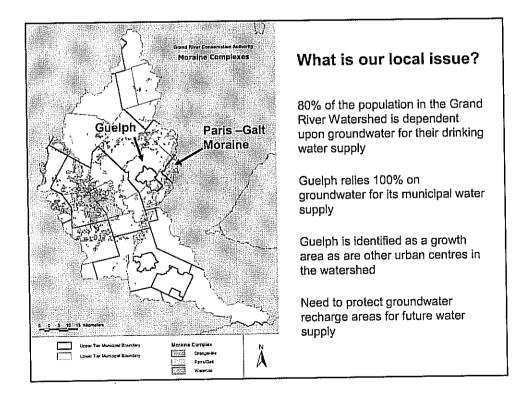
- L-shaped front elevation of the original one storey and one-and-one half storey sections facing Manitoba Street;
- Open gable roof lines;
- Original door and window openings on the front elevation facing Manitoba Street, in particular the centre door and symmetrically placed windows on the one storey 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.

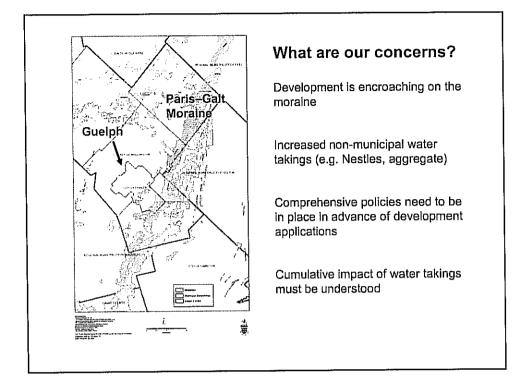
It is intended that non-original features may be returned to documented earlier designs or to their documented original without requiring City Council permission for an alteration to the designation.

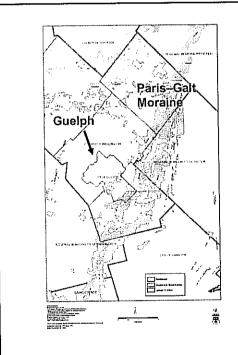










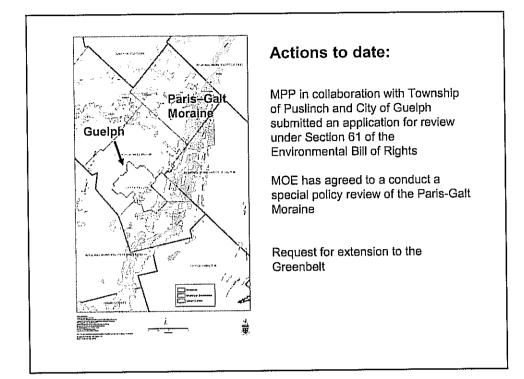


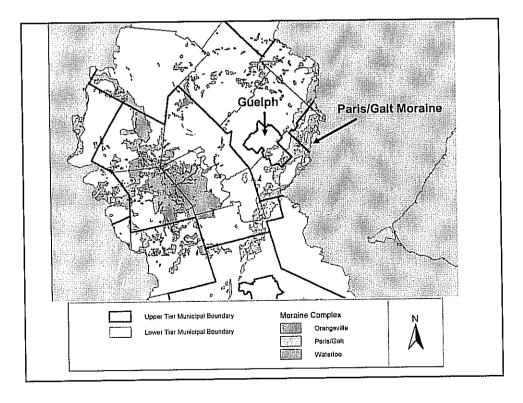
What are the challenges?

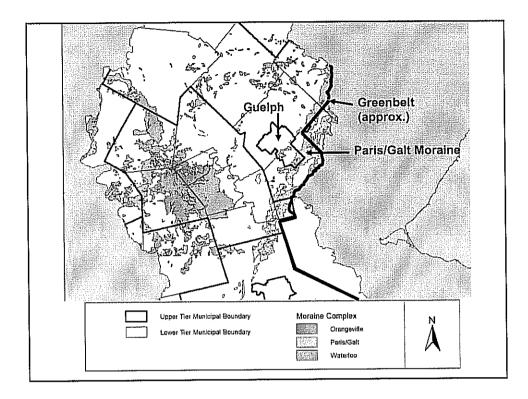
Seven municipalities (Peel Region, Halton Region, Wellington County, City of Guelph, City of Hamilton, Region of Waterloo & Brant County)

Four conservation authorities (Grand River, Credit River, Halton, & Hamilton)

Two municipalities with extensive aggregate resources (Puslinch Township in the County of Wellington and North Dumphries in Waterloo Region)







COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, May 09, 2008
SUBJECT	Noise Control By-law Exemption Request for the Guelph Jazz Festival
REPORT NUMBER	08-51

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 15th 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 15th 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

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^{th} , 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

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

Prepared By: Pat Sheehy Senior By-law Administrator 837-5616 ext. 2388 patrick.sheehy@guelph.ca

Récommended By:

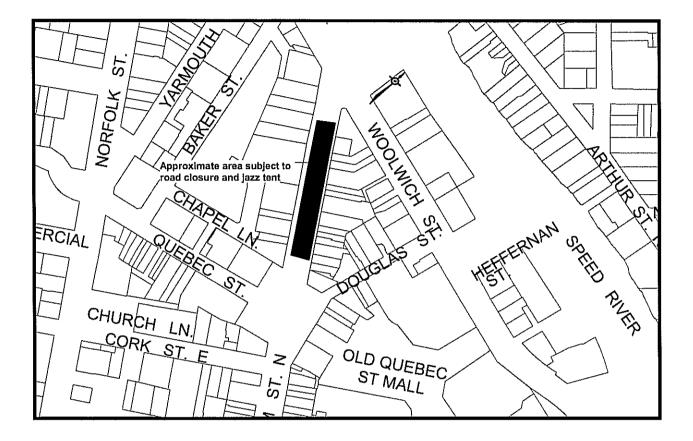
Bruce A. Poole Chief Building Official 837-5615 ext. 2375 bruce.poole@guelph.ca

UHU

Recommended By: Jim Riddell Director, Community Design and Development Services 837-5616 ext. 2361 jim.riddell@guelph.ca

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SCHEDULE "A" LOCATION MAP



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 15th 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 15th 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

GUELPHJAZZFESTIVAL RECIPIENT, LIEUTEMANT GOVERNON'S AWARD FOR THE ARTS 2001, 2000 & 1997

DRAFT August 5, 2008

...one of the country's most..." provocative jazz festivals..." SUE FERGUSON, *Hoclean's*

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 6th, 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



123 Waolwich Street Second Floor Guelph, Ontarlo Canada Nill 3V1 Phone: 519.763.4952 Fax: 519.763.3155 Info@guelph]azzfestlval.com www.guelph]azzfestlval.com

"...outstanding..." FRANK RUBOLING, Cadence

COMMITTEE REPORT



то	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
 3rd floor r
- 725 Imperial Road North Hampton Inn
- 35 Cowan Place- Fairfield Inn and Suites
- 50 Stone Road East- Delta Hotels

- 3rd floor roof level 4th floor roof level
- 5th floor roof level
- 6th floor roof level
- 0 11001 1001 level

The requested variance is as follows:

Building Sign (Service Commercial SC.1-35 zone)	By-law Requirements	Request
Permitted Location on a Building or Structure	1 st storey on a building face	One sign on the 5 th 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

Prepared By: Pat Sheehy Zoning Inspector II 837-5616 ext. 2388 patrick.sheehy@guelph.ca

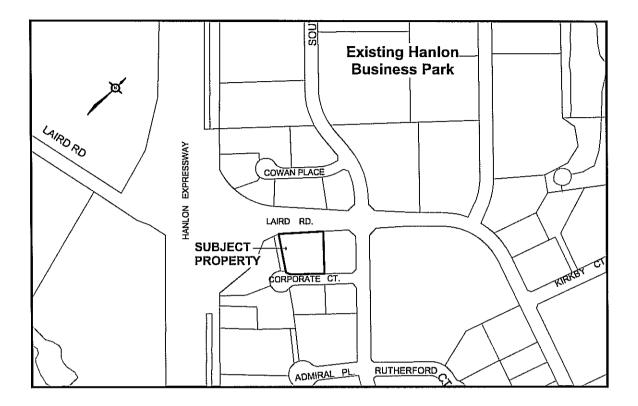
Recommended By:

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

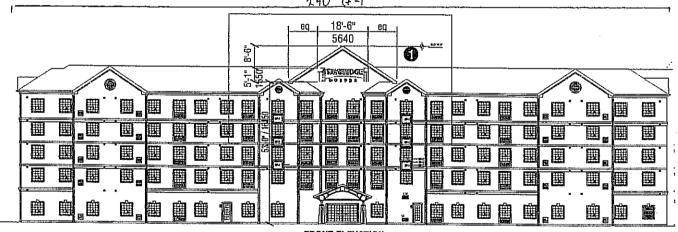
wall ZL.

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

SCHEDULE A LOCATION MAP

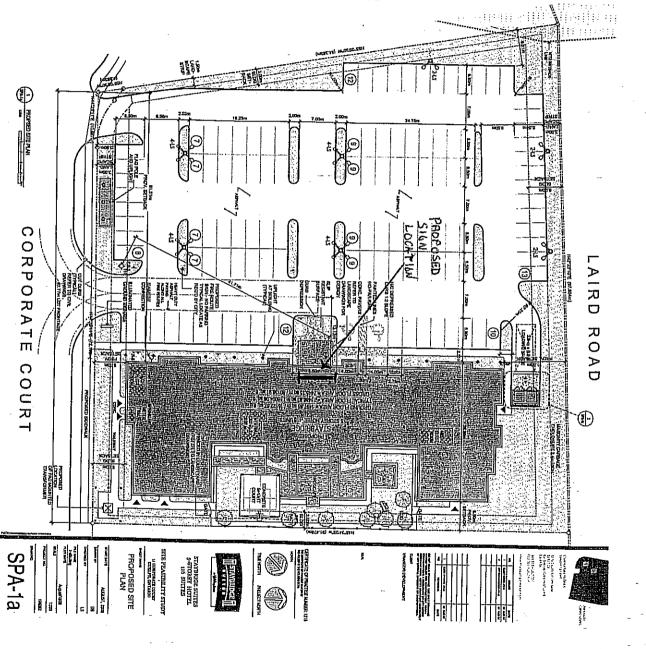


SCHEDULE B PROPOSED SIGNAGE WEST FACING Ð eq 18'-6" eq 5640 ELEV65-0 8'-6" 5'-1" 1550 stayendoe ง่าร่าง <u>ب</u>ي 4 E H 1 EF-J **E**-3 4 4 -----林 4 2401 (+-1



FRONT ELEVATION

SCHEDULE C PROPOSED SIGN LOCATION



HANLON EXPRESSWAY

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	May 9, 2008
SUBJECT	Macalister Park Sports Field Request
REPORT NUMBER	08-47

RECOMMENDATION

THAT the Community Design and Development Services Report 08-47, dated May 9, 2008, be received and;

THAT Council approve the modified Master Plan of Macalister Park, as per Appendix 'B', that includes an area designated as a Sports Field, and;

THAT staff be directed to allocate funding in the 2009-2019 Capital Budget Forecast to implement a mini soccer pitch on the designated sports field.

BACKGROUND

As per the Council resolution of December 13, 2007 requesting staff 'engage in a consultative process with the neighbourhood residents', Parks Planning staff prepared and issued a Survey (Attachment 1) in the hopes of gathering resident comments on the request to designate the open space at the north end of the park a Sports Field and to install a mini soccer pitch with posts. The survey included background on the park, the request and facts pertaining to the Animal Control Bylaw that includes a section on 'Dog Leash Free Zones' on sports fields.

REPORT

Staff mailed seven hundred and seventy (770) surveys to surrounding residents. It was also posted on the City of Guelph website and advertised in the Tribune. Seventy-one (71) surveys were received by staff.

Upon tabulating the results, staff have the following information:

Question (survey)	YES	NO	OTHER
Do you support the installation of a Sports Field as shown on the attached plan?	45	22	4

Of the **45 'YES'**, 1(one) respondent is directly adjacent to the park, while the other 44 (forty-four) respondents are within 600 metres of the park. Of the **22 'NO'**, 6

(six) are directly adjacent to the park, while the other 16 (sixteen) are within 600 metres of the park.

With 63% of the results being positive for a Sports Field in the park, staff request that Council approve the modified Master Plan of Macalister Park and that direction be given to allocate funding in the 2009-2019 Parks Planning Capital Budget Forecast for the installation of soccer posts and any re-grading that may need to take place on the site. By approving the modified Master Plan, Council will also be approving the use of the sports field as a Dog Off Leash Zone at designated times, as per the Animal Control Bylaw (Appendix C).

Staff would like to make note that through verbal communication some respondents that are in favour of the sports field stated that the open space in question is already being utilized for informal sports/ games and therefore the request to formalize the field would not radically change the dynamics or function of the park.

Cost for the installation of soccer posts is estimated at \$2000.00. If re-grading of the field is required the cost for the entire project is estimated at \$15,000.00.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

- 1. Funding will be allocated to this project in the 2009-2019 Parks Planning Capital Budget Forecast.
- 2. The existing sodded field is already being maintained by Parks Operations; therefore the impact to future Parks Operations Budgets will be negligible.

DEPARTMENTAL CONSULTATION

Park Operations

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment 1 - Survey

Appendix 'A' – Council Resolution Appendix 'B' – Modified Master Plan of Macalister Park Appendix 'C' – Animal Control Bylaw

Prepared By:

Rory Barr Templeton Parks Planner 519 822 1260 x2436 rory.templeton@quelph.ca

Recommended By: Jim Riddelll Director of Community Design And Development Services 519 822 1260 x2361 jim.riddell@guelph.ca

Recommended By: Scott Hannah Manager of Development and Parks Planning 519 822 1260 x2359 scott.hannah@guelph.ca

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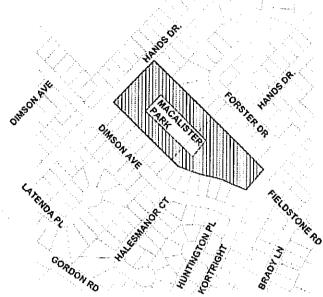


Making a Difference

MACALISTER PARK

ATTACHMENT 1

Community Design and Development Services, Parks Planning, has recently received a resolution by the Community Desian and Environmental Services Committee requesting a response to resident inquiries to implement a neighbourhood sports field (non-booking for soccer leagues) within the existing park (refer to appendix 'A'). Parks Planning is seeking public input into this potential project. Your household is invited to participate in our brief survey. Information gathered from this survey will assist City staff with bringing a report back to the Community Development & Environmental Services Committee later this year. Attached is a potential sports field layout (to scale) for discussion and comment purposes (refer to appendix B).



LOCATION MAP not to scale

Macalister Park has an area of 2.71 hectares (6.69 acres) and is zoned as a Neighbourhood Park (P.2 Zone). Existing amenities in the park:

- 1. Two Play Equipment areas (north and south ends)
- 2. Walking Trail
- 3. Open Space
- 4. Tree and Shrub Planting

Note: Please see other side.



Making a Difference

Background Information

Macalister Park is actually comprised of two develop blocks – One fronting Hands Drive and the other fronting Kortright Road. This occurred as part of a phased subdivision development occurring in 1975 and 1986 – the northern block developing first (Hands Drive).

At the completion of the second phase of development a resident survey was circulated requesting input on the master planning of the two park blocks as a whole. There was good response to this survey and the outcome is what we see today.

Request

Recently there has been interest by users of the park to change the designation of the open space to Sports Field so that a neighbourhood soccer pitch (non-booking for soccer leagues) may be installed. This would consist of re-grading the open space, installing soccer posts and seeding or sodding the new field.

Facts

There is currently enough space within the park to accommodate a soccer pitch, without disturbing other amenities in the park. The soccer pitch would not be regulation size – the plan attached delineates what is known as a 'Junior' or 'Mini' Pitch - and would NOT be a booked facility for city-wide use or soccer groups. The intention is to provide a sports field for the neighbourhood and park users only, thus avoiding any parking concerns.

Attached to a Sports Field designation is City Bylaw – Animal Control 14008 (Amendment Schedule A - 18315).4 Schedule A of the Bylaw relates to 'Leash Free Zones' - Area of City Parks Where Dogs Are Permitted Unleashed, While Under The Control Of A Person (refer to Appendix C). The Bylaw's intention is to give dog owners the right to run their dog(s) off leash on the sports field at certain times of the day/evening (refer to appendix C – Schedule "A"). Sports fields are not fenced in areas.

This is not a REMASTER PLANNING exercise for the entire park. City staff are only looking for your input on a potential sports field within the park at this time. The Park Planning Capital Budget Forecast has allocated moneys in 2011 for upgrades to the south end Play Equipment area only at this time.

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@guelph.ca



Making a Difference

Macalister Park

1. Do you support the installation of a Sports Field as shown on the attached plan? (Please circle YES or NO and give reasons below)

YES (if YES please provide reasons below)

NO (if NO please provide reasons below

2. Other Comments.

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

Note: Please see other side.

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@guelph.ca

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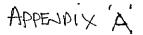
RESPONDENT: Please provide your name and address below if you wish to be mailed the results from the survey and to be kept informed of the process.

Name:		
Address:	A	pt/Unit #
Postal Code:	e: Phone: Fax #	
Email address	ess:	
	bmit this survey by Friday, March 21, 2008 to Commur	
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 and click on Macalister Park Survey	
Fax:	519-837-5640	
FOR MORE I	E INFORMATION PLEASE CONTACT Rory Barr Templeto	n. Parks Planner

Send an email to rory.templeton@guelph.ca or Call 519-822-1260 ext. 2436

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@guelph.ca





CORPORATE SERVICES DEPARTMENT CITY-CLERK'S DIVISION Cily Hall, 59 Carden Streel Guelph, Ontario, Canada N1H 3A1 Inquiries: (519) 837-5603 Fax: (519) 763-1269 Website: guelph.ca

December 13, 2007

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

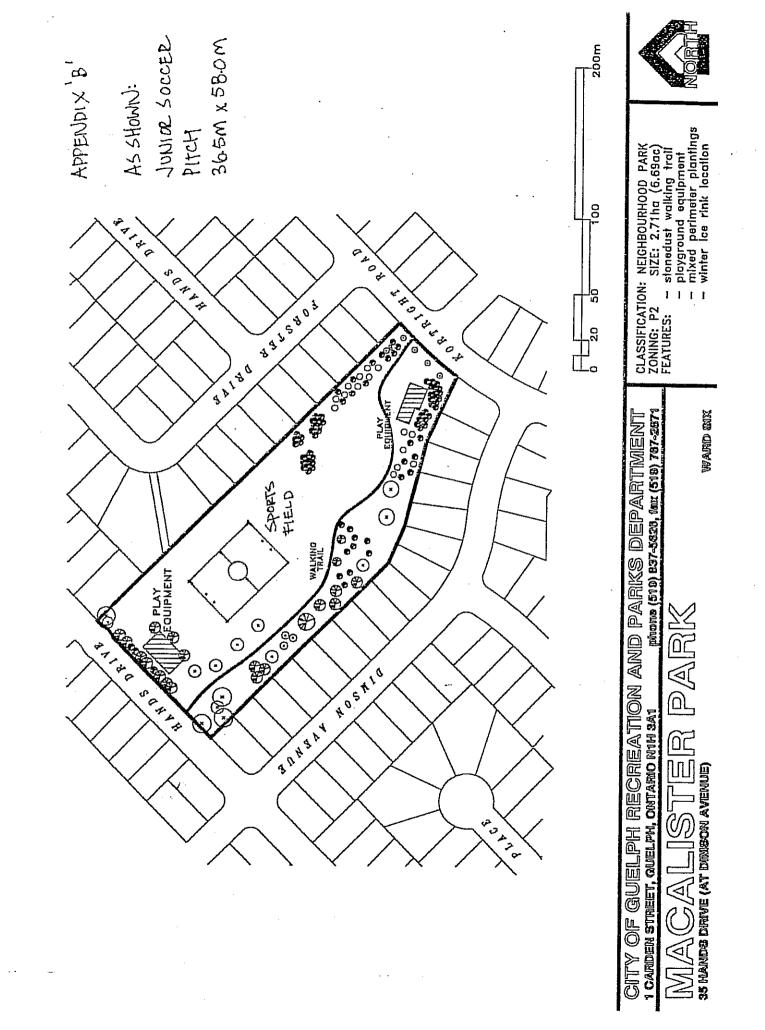
At a meeting of the Community Design and Environmental Services Committee held on December 7, 2007, the following resolution was adopted:

"THAT the issue of designating the north field area of MacAlister Park as a "Sports Field" be referred back to staff to engage in a consultative process with the neighbourhood residents and give consideration to the request in light of our current polices and procedures and in light of potential community partnerships."

Yours truly,

Tina Agnello Deputy City Clerk

TA:db



THE CORPORATION OF THE CITY OF GUELPH

By-law Number (2007) – 18315

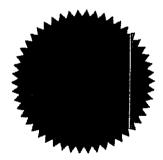
Being a By-law to amend By-law Number (1991) – 14008 (to amend Section 1(a) and Leash Free Zones in Schedule A), and adopt Municipal Code Amendment # 435, amending Schedules of Chapter 302 of the Corporation of the City of Guelph's Municipal Code.

APPENDIX 'C'

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF GUELPH ENACTS AS FOLLOWS:

- 1. Section 1(a) of By-law number (1991)-14008 is hereby deleted and replaced by "animal control officer" means the person or persons employed by the Guelph Humane Society or City of Guelph to enforce this By-law;"
- Schedule A of By-law Number (1991)-14008 is hereby deleted and replaced with the new Schedule A, attached hereto as Schedule "A". (Amending Grangebill Park to be called Lee Street Park)
- 3. This By-law is hereby adopted as Municipal Code Amendment # 435, amending Schedule A of Chapter 302 of the Corporation of the City of Guelph's Municipal Code.

PASSED this EIGHTEENTH day of JUNE, 2007.



Haulud
KAREN FARBRIDGE - MAYOR
~ 1
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LOIS A. GILES - CITY CLERK
TOD T OILES- CHII CLERA

Schedule "A"

To City of Guelph By-law Number (2007)-18315 Being new Schedule "A" to By-law Number (1991)-14008

AREA OF CITY PARKS WHERE DOGS ARE PERMITTED UNLEASHED, WHILE UNDER THE CONTROL OF A PERSON

On any unoccupied sports field:

- (a) between the hours of 8:00pm and 8:00am, from the first day of May to the fourteenth day of September inclusive:
 and
- (b) between the hours of 5:00pm and 8:00am from the fifteenth day of September to the thirtieth day of April inclusive.

AREAS OF SPECIFIED CITY PARKS WHERE DOGS ARE PERMITTED UNLEASHED AT ALL TIMES WHILE UNDER THE CONTROL OF A PERSON

Within the specified area of park indicated at any time:

Ward 1:	Eramosa Park (east end)	
	Lee St. Park (south end) (formerly named Grangehill Park)	
Ward 2:	Riverside Park (west of the river, north of Woodlawn Road)	
Ward 3:	Norm Jary Park (between the ball diamonds)	
Ward 4:	Margaret Greene Park (westerly end off Ferman Drive)	
Ward 5:	Crane Park (all areas)	
	Centennial Park (between the parking lot and ball diamonds at C8 &	
	C9)	
Ward 6:	John Gamble Park (old Hanlon Road south of access road leading to	
	Shadybrook Cres.)	

2ofz

COMMITTEE REPORT



то	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

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)

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)

DEPARTMENTAL CONSULTATION

Information Services: Corporate Communications Operations: Parklands and Greenways, Traffic and Parking

COMMUNICATIONS

Watson Creek Subdivision Developer: Carson Reid Homes

ATTACHMENTS

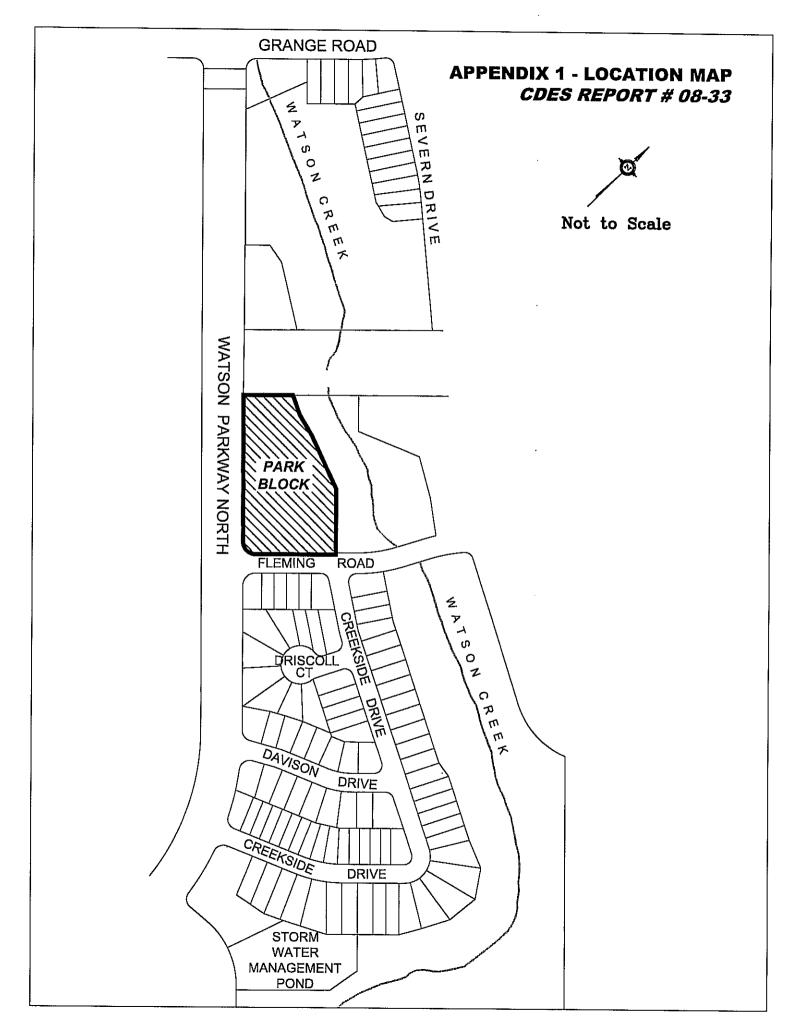
- Appendix 1 Location Map
- Appendix 2 Proposed Master Plan Joe Veroni Park
- Appendix 3 Proposed Master Plan Survey
- Appendix 4 Proposed Master Plan Survey Results

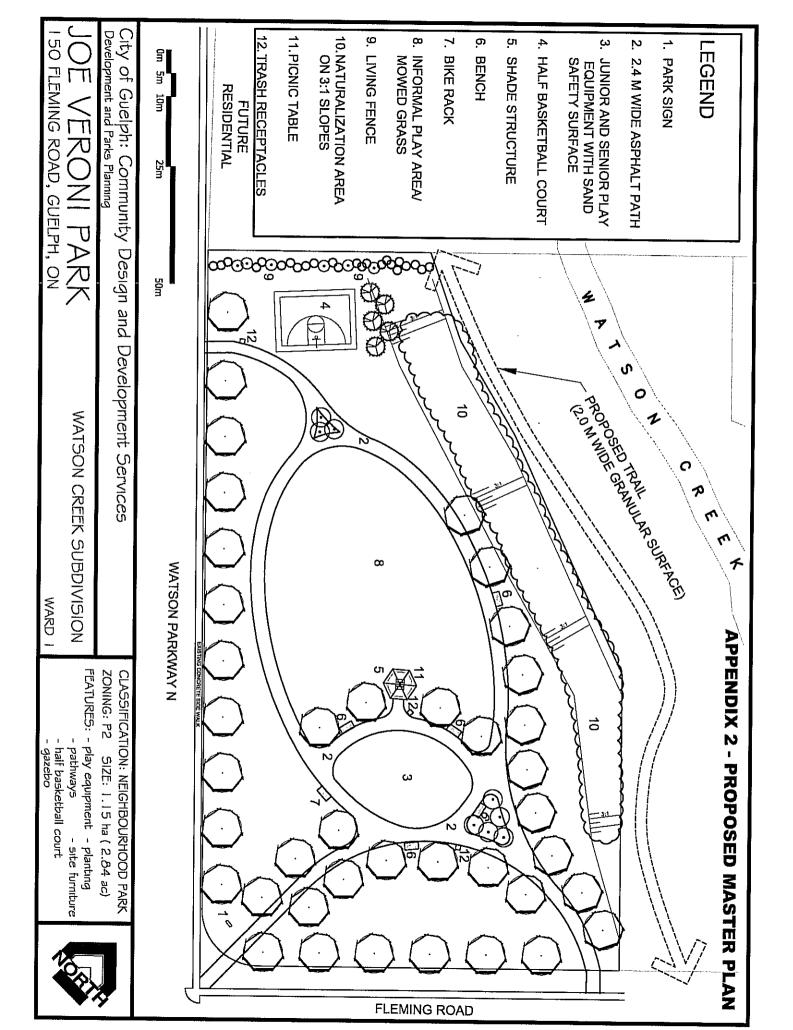
Juge Pathale.

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

Recommended By: Scott Hannah Manager of Dev. and Parks Planning (519) 837-5616 x 2359 scott.hannah@guelph.ca

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





APPENDIX 3



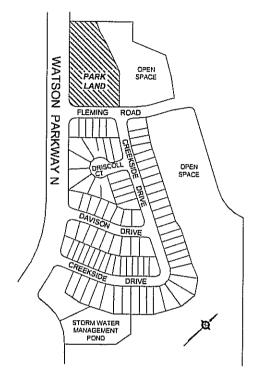
PARK SURVEY

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.

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@guelph.ca

PARK SURVEY



JOE VERONI PARK MASTER PLAN - SURVEY

1. What do you like about the proposed master plan? (Please use the lines below or provide a separate sheet)

2. What do you dislike about the proposed master plan? (Please use the lines below or provide a separate sheet)

Note: Please see other side.

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@quelph.ca

PARK SURVEY



JOE VERONI PARK MASTER PLAN - SURVEY

3. Other Comments.

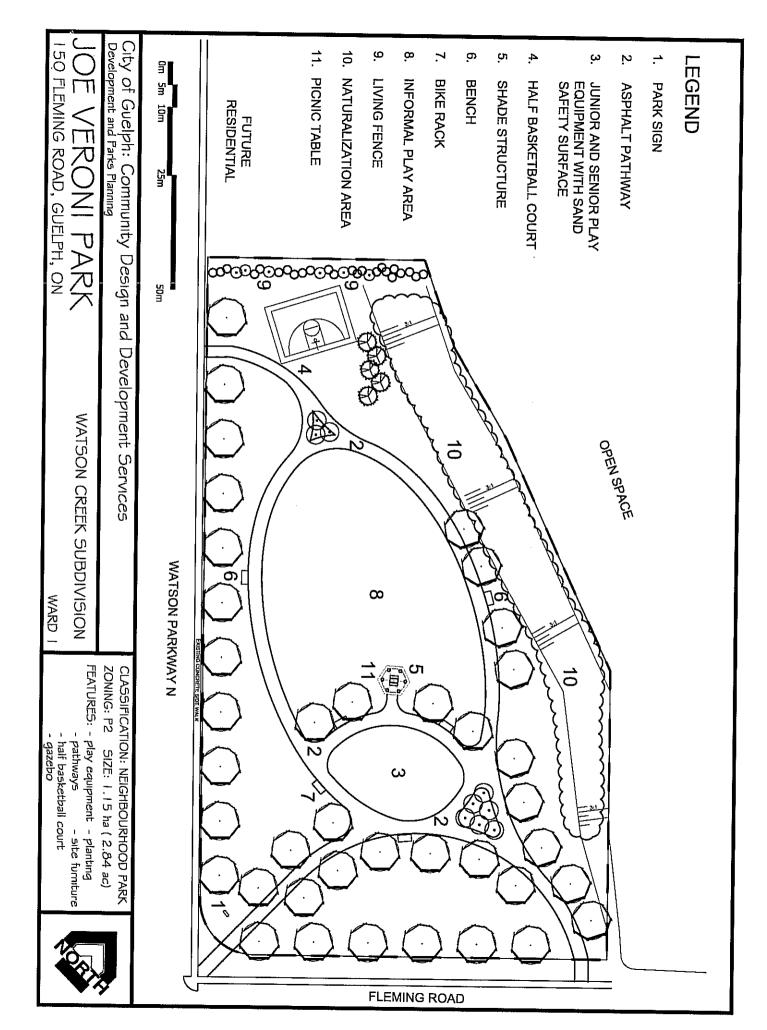
(Please use the lines below or provide a separate sheet)

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:		
		Apt/Unit #
Postal Code:	Phone:	Fax #
Email address	S:	
Please subr Services.	mit this survey by Friday, Febru	ary 15, 2008 to Community Design and Development
Mail:	Community Design and Develo	pment Services, 59 Carden St., Guelph, ON N1H 3A1
Drop by:	Community Design and Develo	pment Services, 2 Wyndham St. N., 3rd Floor, Guelph
Online:	Visit guelph.ca/survey and clic Note: the survey will be availab	ek on Joe Veroni Park Survey le online after January 25, 2008
Fax:	519-837-5640	
	NFORMATION PLEASE CONTAC	

Send an email to jvoti.pathak@guelph.ca or Call 519-822-1260 ext. 2431

Community Design and Development Services Development and Parks Planning





PROPOSED JOE VERONI NEIGHBOURHOOD PARK MASTER PLAN SURVEY RESULTS Watson Creek Subdivision (South East of Watson Parkway North and Grange Road)

ñ

	of surveys mailed	140
l otal number o	f surveys received	10
# times comment appeared	Survey Question # 1 What do you like about the propo	sed master plan?
1	Facilities seem to meet needs/ intere	ests of a range of children
2	Open space allows free play –footba	ll , frisbee
1	Location, play structures	
2	Naturalization area	
2	Asphalt pathway for rollerblading, bi	kes 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	Survey Question # 2 What do you dislike about the pro	posed master plan?
1	Not enough bench areas to sit near th	ne play structures
1	Perhaps another picnic table	
1	2 more benches could be set up near parental supervision	the play structure for comfortable
1	That sand is going in the play area for	r junior and senior
1	Benches along Watson Parkway could	l 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.

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, May 09, 2008
SUBJECT	Petition to Prohibit the Storage of Portable Toilets in the City of Guelph
REPORT NUMBER	08-59

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 Bylaw 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.

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 6938-5JUJB2 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 <u>Environmental Protection Act</u> 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

Hall

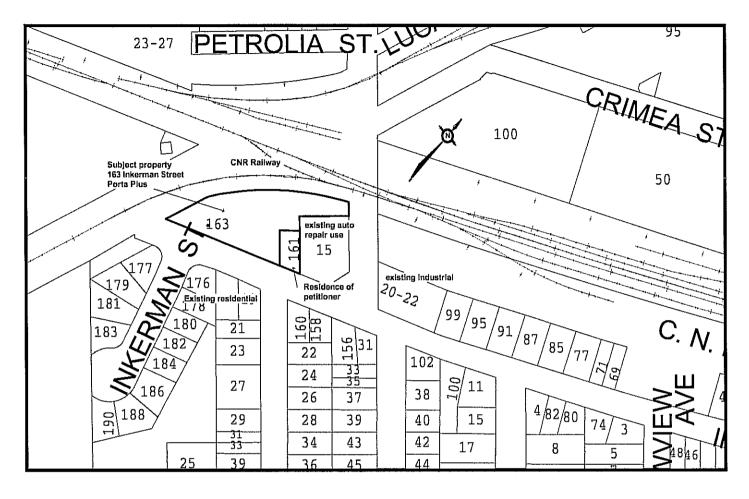
Recommended By

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



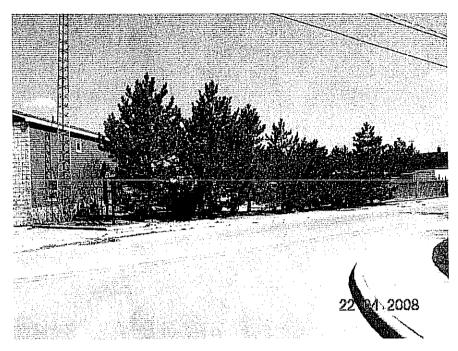
SCHEDULE "B" ZONING-PERMITTED USES

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

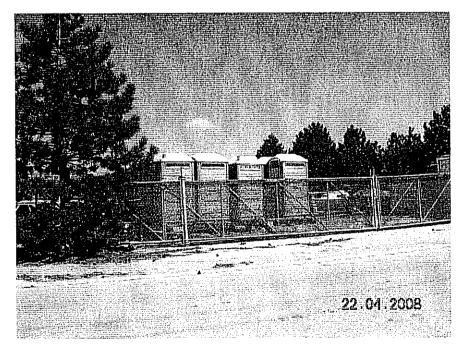
7.2 <u>PROHIBITED</u> USES

Within the Industrial (B) **Zones**, any trade, business, manufacturer and related uses deemed offensive or noxious by the <u>Environmental Protection Act</u> 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

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, May 9, 2008, 9:30 a.m.

A regular meeting of the Community Development and Environmental Services Committee was held on Friday, May 9, 2007 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury Absent: Mayor Farbridge

Also Present: Councillors Bell and Hofland

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. J. McDowell, Transportation Demand Management Coordinator; Ms. J. Jylanne, Senior Policy Planner; Mr. P.
Sheehy, Zoning Inspector; Mr. D. Wyman, Manager of Solid Waste Services; Mr. S. Hannah, Manager of Development & Parks Planning; Ms. J. Pathak, District Park Planner; Mr. R.
Templeton, Park Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper

Seconded by Councillor Salisbury THAT the minutes of the Community Development & Environmental Services Committee meeting held on May 9, 2008 be confirmed as recorded and without being read.

Carried

Bicycle-Friendly Guelph Project

Ms. J. McDowell provided information on a Best Practice Review and the current daily modal split in Guelph from 2006. She outlined successes at the University of Guelph and then listed the key objectives and recommendations for the project.

 Moved by Councillor Piper Moved by Councillor Salisbury
 THAT the Community Design and Development Report 08-55, dated May 9, 2008, regarding the `Bicycle-Friendly Guelph Project' be received;

REPORT

May 9, 2008 Community Development & Environmental Page 2 Services

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.

Carried

Staff was requested to provide a list of the Committee members to Council when it is determined and they will include the Guelph Youth Council as a party of interest.

Notice of Intention to Designate 47-49 Alice Street, Pursuant to the Ontario Heritage Act

Ms. Joan Jylanne, Senior Policy Planner provided some background information with respect to this specific property and the designation process in general. She advised that the owner requested a demolition permit and is not in favour of the designation. She provided information on the property and then gave the reasons for the recommendation of designating the property.

Mr. Gordon Maxwell on behalf of Mr. Blair Cleveland advised the owner is concerned about the cost of upgrading the property to meet the heritage designation. He believes that if the designation goes through, there will not be parking available on the property and will likely be used as a storage facility or would encourage a student housing situation rather than a young family. He stated the City should not lose sight of practicality issues and parking is an integral part of a commercial venture. He believes adaptive reuse is only possible if significant variances to existing by-laws occur and the City should be encouraging single family usage.

Mr. Murray Taylor advised he is very much in favour of preserving heritage properties. He believes the designation would create an economic hardship on the owner. He stated he does not believe the property is very rare or of architecturally significant. He believes that if the downtown is going to be

May 9, 2008 Community Development & Environmental Page 3 Services

successful, there is a need to get more people living downtown. He thinks it would be almost impossible to redevelop the whole surrounding area if this small parcel is designated.

Ms. Lorraine Pagnan, a member of Heritage Guelph provided a brief history of the property and stated that it is an excellent example of the cultural history as an immigrant's business and speaks to the working class character of St. Patrick's Ward at the time. She believes the vernacular architecture of working class needs to be preserved since it was an intergral part of establishing Guelph. Although Heritage Guelph recognizes the lack of parking on the property, the owner was aware of it when he purchased the property.

Mr. Paul Ross, Chair of Heritage Guelph, stated they have to determine in a very quick time if a property should be designated. The Heritage Guelph Committee did give consideration to questions raised such as parking and reuse when considering their decision. He then addressed the specifics of the property that need to be protected and advised they tried to provide opportunities for some changes to occur. They do not believe redevelopment would preclude intensification of St. Patrick's Ward. He also stated that St. Patrick's Ward is a candidate for a future heritage conservation district and would not necessarily hinder redevelopment.

 3. Moved by Councillor Piper Seconded by Councillor Salisbury
 REPORT 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.

May 9, 2008	Community Development & Environmental Services	Page 4
	A recorded vote was requested. VOTING FOR: Councillors Piper and Salisbury (2) VOTING AGAINST: Councillor Billings and Burcher (2)	2)
		Defeated
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Councillor Billings THAT a communication process be developed advising estate community about the Heritage Inventory, includes designated properties and properties of interest; 	
	AND THAT staff report back to Committee regarding t communication process;	the
	AND THAT staff explore the possibility of registering the Heritage properties of interest on title.	he
		Carried
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the designation report 08-57, dated May 9, 200 Community Design and Development Services regard heritage designation of 47-49 Alice Street and the de resolution be brought forward to Council for consideration 	ling the feated
		Carried
	The meeting adjourned for five minutes and reconver 11:35 a.m.	ned at
	Notice of Intention to Designate 60 Manitoba St	reet
	Ms. Jylanne, Senior Policy Planner advised that the ov favour of this designation.	wner is in
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT Report 08-58, dated May 9, 2008 from Commu Design and Development Services, regarding the her designation of 60 Manitoba Street be received; 	

May 9, 2008 Community Development & Environmental Page 5 Services

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.

Carried

Paris-Galt Moraine Greenbelt & Guelph Presentation

Staff advised that there is no definitive mapping of the Paris-Galt Moraine Greenbelt.

7. Moved by Councillor Piper Seconded by Councillor Billings

Mayor Farbridge THAT the Paris-Galt Moraine, Greenbelt & Guelph presentation be received.

Carried

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

 8. Moved by Councillor Piper Seconded by Councillor Billings
 REPORT THAT Report 08-51 regarding a Noise Control By-law exemption request on behalf of the Guelph Jazz Festival for Saturday, September 6th and Sunday, September 7th, 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

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.

May 9, 2008	Community Development & Environmental Page & Services	6
	Sign By-law Variance for Staybridge Suites at 11 Corporate Court	
REPORT	 Moved by Councillor Billings Seconded by Councillor Salisbury THAT Report 08-05 regarding a sign variance for 11 Corpora Court from Community Design and Development Services, dated May 9, 2008, be received; 	ite
	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.	
	Carried	k
	Macalister Park Sports Field Request	
	Mr. Rory Templeton advised that staff conducted a survey as directed at a previous Committee meeting at which this issue was discussed and that the recommendation is based upon to survey results.	е
	Staff was directed to report back to the Committee as to whether any department is reviewing the leash by-law.	
Mr. J. Riddell	 Moved by Councillor Billings Seconded by Councillor Piper THAT report 08-47 from Community Design and Development Services regarding Macalister Park Sports Field Request be referred back to staff to determine if an exemption from the animal control by-law could be imposed to not allow dogs of leash if the `Sports Field Designation' is adopted. 	
	Carried	k

Joe Veroni Park Master Plan Watson Creek Subdivision in Ward 1

Ms. Jyoti Pathak, Parks Planner, advised staff did an online survey and allowed people to respond online or by return mail or fax and only 10 surveys out of 240 sent out responded. She advised that Council has approved the name of the park and she outlined the plans. May 9, 2008 Community Development & Environmental Page 7 Services

> 11. Moved by Councillor Billings Seconded by Councillor Piper

REPORT 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.

Carried

Petitition to Prohibit the Storage of Portable Toilets

Mr. Selby Steeves resides at the property next to where the portable toilets have been stored. He stated he was not aware the property was zoned a mixed residential/industrial zone. He advised he has contacted the Ministry of the Environment (MOE), and as a result, the owner of the property was directed to clean it up. He believes the clean up was never completed and he has received conflicting reports from the MOE regarding testing on the property. He stated the odour emanating from the property is unbearable and the flies have been a big problem for him. He has been advised that the vendor will be removing the portable toilets at the end of June.

12. Moved by Councillor Billings Seconded by Councillor Salisbury

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;

REPORT

May 9, 2008 Community Development & Environmental Page 8 Services

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

Carried

Proposed Upgrades Within St. George's Park

13. Moved by Councillor Piper Seconded by Councillor Salisbury

Mr. J. Riddell THAT the correspondence from Andrew Lamden dated May 8, 2008 regarding the St. George's Park Concept Plan be received;

AND THAT the resolution passed by the Community Development and Environmental Services Committee on April 11, 2008 regarding Proposed Upgrades Within St.George's Park be rescinded;

AND THAT individuals that have communicated with City Staff in any manner regarding this matter be provided with a copy of the letter from Mr. Lambden, and be advised that the City will take no further action on this matter;

AND THAT staff place an advertisement on the City News Page to this effect.

Carried

Next Meeting: May 16, 2008

The meeting adjourned at 1:05 p.m.

Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE May 16, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
ADOPTION AND IMPLEMENTATION OF THE GUELPH MARKET PLACE STRATEGIC URBAN DESIGN PLAN	Approve
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.	

NEXT MEETING

June 6, 2008

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday May 16, 2008
SUBJECT	Adoption and Implementation of the Guelph Market Place Strategic Urban Design Plan
REPORT NUMBER	08-60

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 <u>The Guelph</u> <u>Market Place Strategic Urban Design Plan</u>. 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.

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.

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 Public Art Skating Rink/Water Feature (Fundraising)	\$3.5M \$0.2M \$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.

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 519-837-5616 x2475 ian.panabaker@guelph.ca

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Recommended By: James N. Riddell Director Community Design and Development Services 519-837-5616 x2361 jim.riddell@guelph.ca

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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

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 AREACommunity Design and Development ServicesDATEMonday, February 25, 2008

Draft Civic Precinct Strategic Urban Design Plan (08-31)

SUBJECT 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.

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 multipurpose, 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.

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

NOT IN CLUDED IN MAY 16/08 PACKAGE

Prepared By: Ian Panabaker Heritage & Urban Design Planner 519-837-5616 x2475 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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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

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 trul

Lois A. Giles Director of Information Services/ City Clerk

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



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

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 tr

Lois A. Giles' Director of Information Services/ City Clerk

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

LAG: db



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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



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

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 barrierfree 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



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

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 trul

Lois A. Gilès 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



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1. Introduction

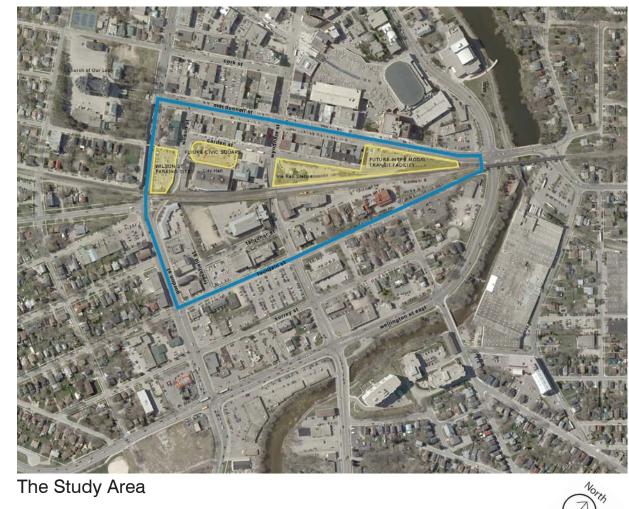
The primary intent of this plan is to guide the design of three major public projects planned to be built in the very near future—a civic open space in front of the new City Hall and Provincial Courts, an inter-modal transit station on Carden Street, and a mixed-use parking structure on Wilson Street. 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 Study Area



The Armoury



VIA Train Station

7

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.



Market Place in 1896.



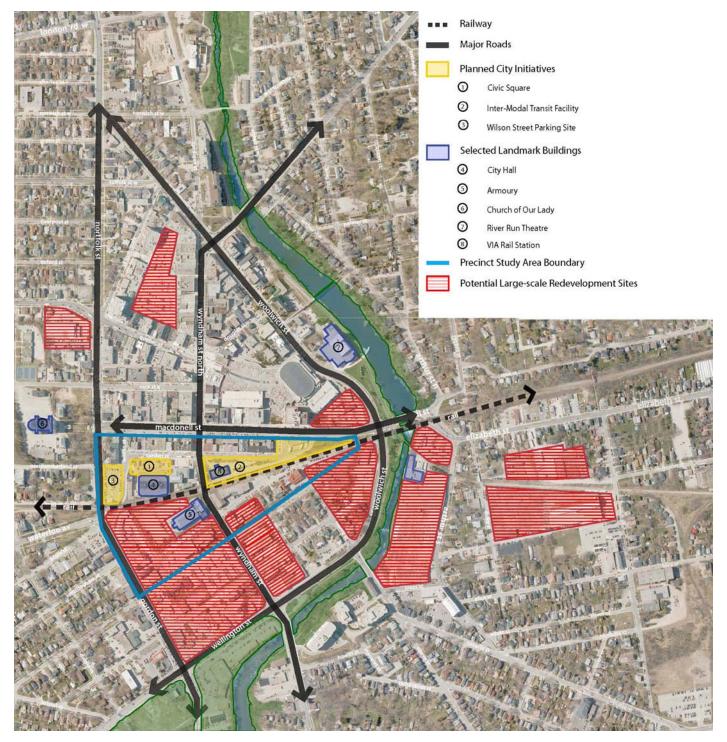
Aerial view from 1940.

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





Rendering of new City Hall

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.





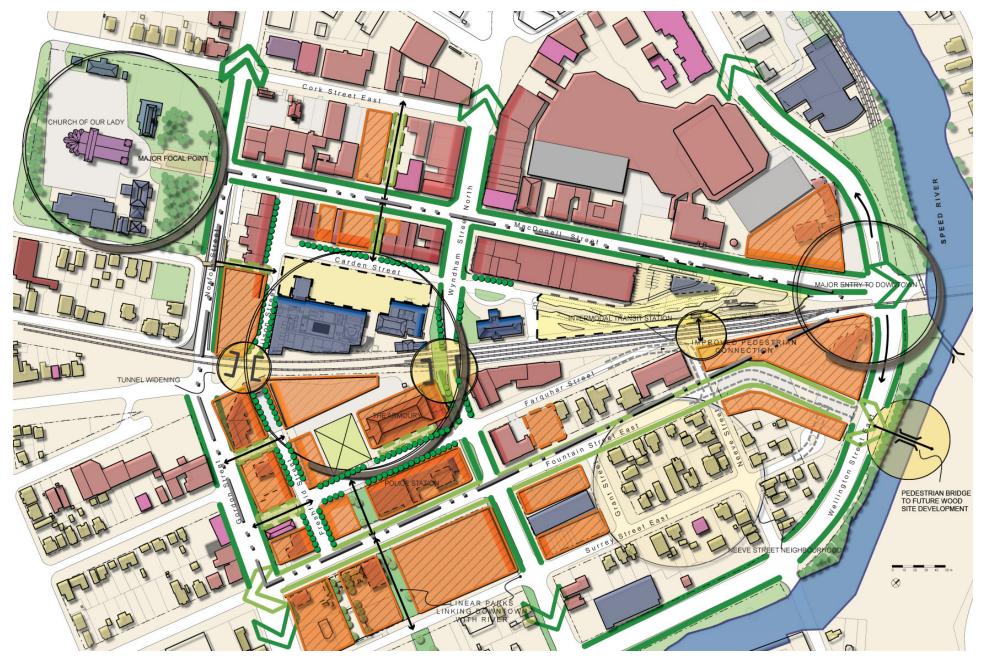


In addition to its civic and transit functions, Market Place has a critical role to play in helping to connect key destinations and other precincts Downtown. MacDonell Street, Norfolk Street, Wyndham Street, and Woolwich Street are the primary roads bordering and within Market Place. Complementing this 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 specialevent destination. Across the tracks, the Armoury site holds an equally enormous opportunity.





North

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:

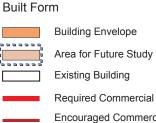
- A Civic Square that provides a variety of experiences linked by strong east-west connections, and which physically and, at times, functionally extends beyond the front of the new City Hall to include sections of Carden Street and Wilson Street.
- Mid-block open spaces north of the Civic Square, achieved 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



Required Commercial Frontage Encouraged Commercial Frontage

Active Public Use at Grade

Public Realm



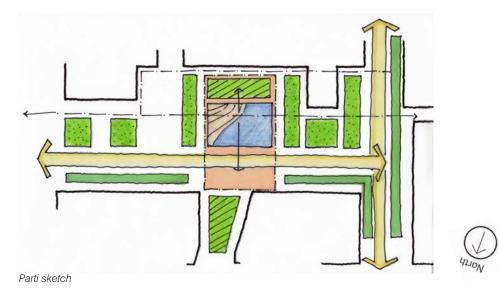
Movement



North

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 eastwest 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.

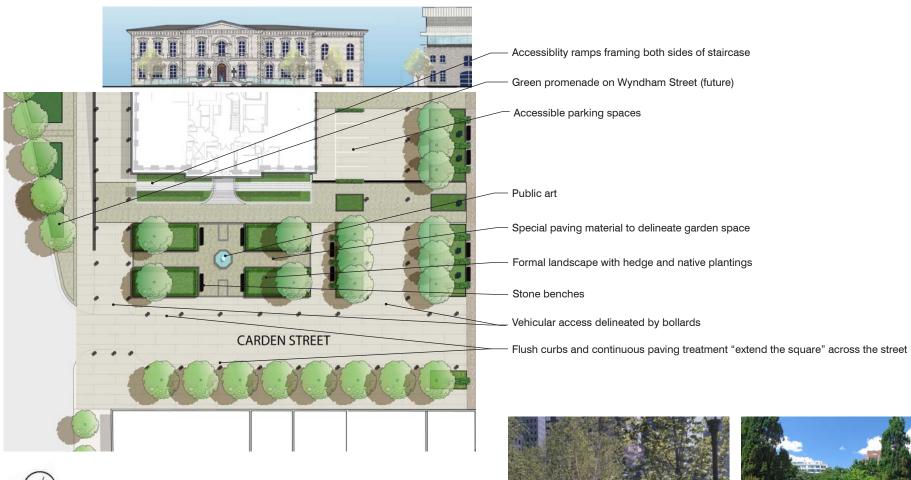
The concept for the Civic Square embodies these principles and should be the basis for the detailed design of the space. The design guidelines for the Square are summarized here and illustrated by the concept and other drawings on the following pages. The accompanying photographs illustrate examples 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 accesible 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





Landscape with hedges and planting that may change seasonally (L); a water feature as a focal point in the centre of the gardens (R)







Lawn with informal, moveable seating



Paving material that varies in material, colour and texture



Linear bands of wood "decking" at Osaka City University (L); pedestrian bridge spans a shallow pond (R)



Pond lilies

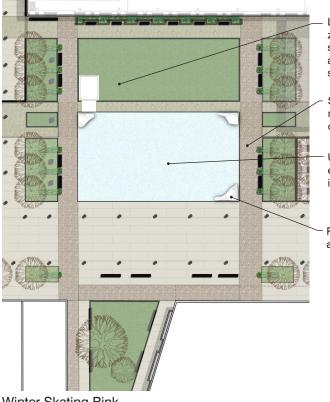


Jets with recessed spouts





Lighting accentuates water jets at night (L); ice skating in the winter (R), Somerset House, London



Lawn may be used for zamboni parking, temporary structure for skate rentals and changing, and snow storage

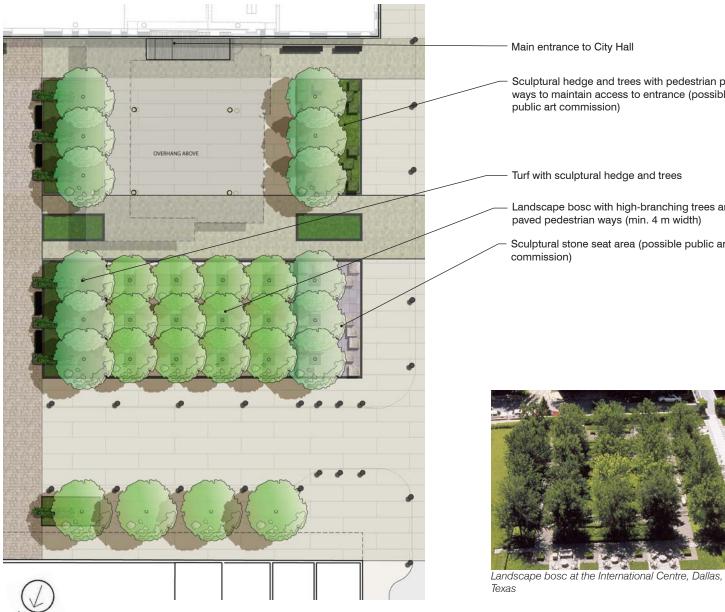
- Skate mats required on north. west and east sides of rink
- Utilize best practices in energy efficiency for rink infrastructure

Rounded corner inserts can assist zamboni operations

Winter Skating Rink

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

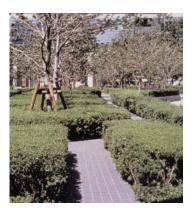


Main entrance to City Hall

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)



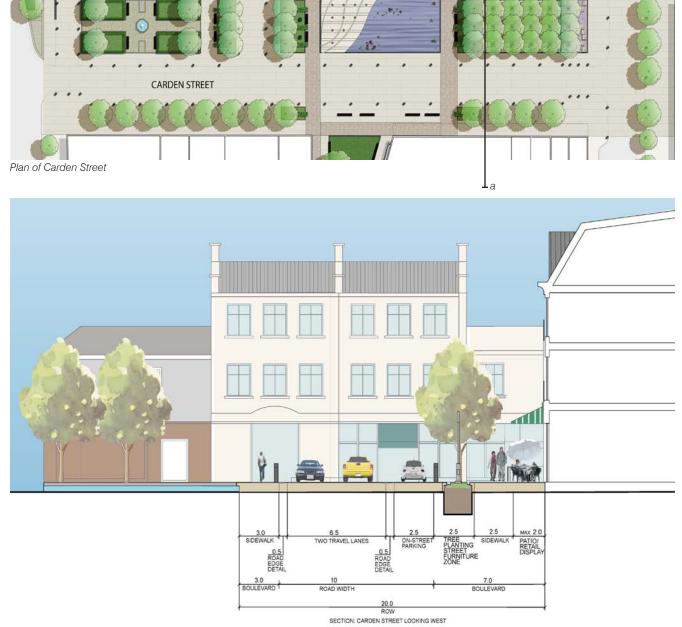


Sculptural hedge and trees



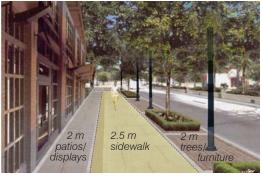
Open tree pits with groundcover/ landscape material

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

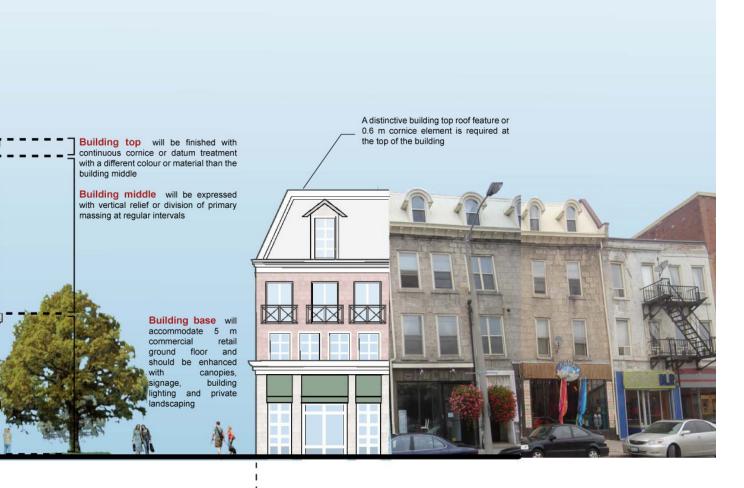


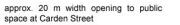
The boulevard zone

Civic Square Carden Street - Built Form



Elevation of proposed mixed-use development on Carden Street - north side



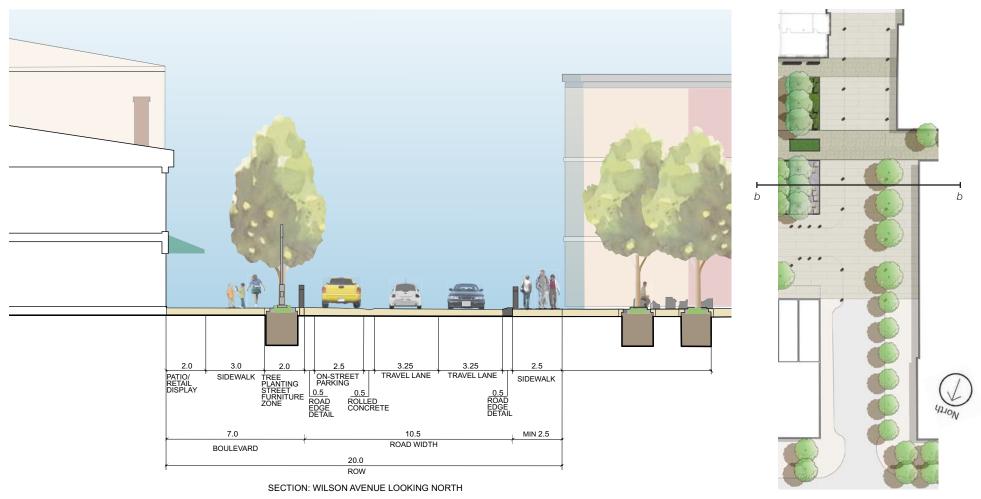






Mixed-use development, Ottawa

Civic Square Wilson Street



Section b-b: Wilson Avenue looking north

Plan of Wilson Street

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 100 people using the Square on a typical day

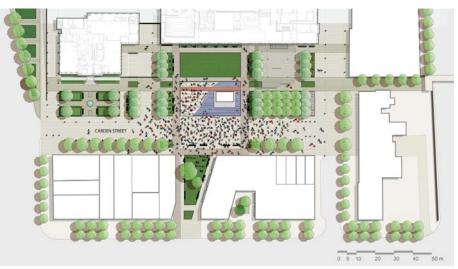


Illustration of 500 people attending an event in the Square



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:

- 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 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.









Bicycle storage

Examples of mixed-use parking structures.

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 MacDonell Street. Buses will enter the station from both Wyndham Street and MacDonell Street, and all buses will exit onto MacDonell 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:

- 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 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 indentified 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)

- 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

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.



Streetscape precedents





Pedestrian tunnel precedent

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.

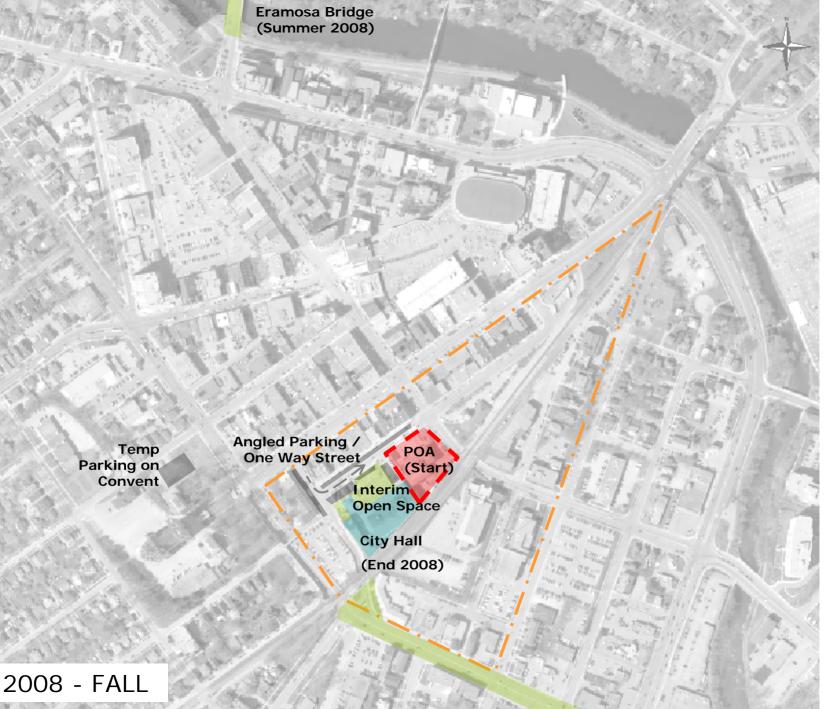
City of Guelph Community Design & Development Services

May 5, 2008 ATTACHMENT 4

Sequence **Projects Downtown Capital**



Sequence **Projects** Capital Downtown



Sequence **Projects** Capital Downtown 2008 , נו May

ATTACHMENT

Temp Parking on Convent This section will be closed during its reconstruction

Lower Wyndham

(Start: Spring 2009)

Phase 1 Core Civic Square (Start: Spring

2009)

2009 - SPRING

May 5, 2008 ATTACHMENT 4

Sequence **Projects** Capital Downtown

Possible POA/Wyndham Retaining Wall Interface clean-up

Core Civic

Square Complete

Pedestrian

only

Lower Wyndham (End: Fall 2009)

(Start: Fall 2009)

Wilson Parkade

Convent

2009

Possible Start

2009 - FALL

Sequence

Projects

Capital

Downtown

Baker Street (Potential start 2010) Transit Terminal Lower Norfolk (Start: Spring 2010) (Start: Spring 2010) (Will require off-site staging area for bus/via services) Convent (End: Fall 2010) Wilson Parkade (End: Fall 2010)

2010 - SUMMER

May 5, 2008 ATTACHMENT 4

Sequence **Projects** Capital Downtown

Upper Norfolk to 5 Points (Start: Spring 2011)

> Quebec: Services upgrade for Baker (Start: Spring 2011)

> > Phase 2 -Complete Square & Carden/Wilson

2011 - Summer



Allan's Bridge

May 5, 2008 ATTACHMENT 4

Sequence **Projects** Capital Downtown

Upper Wyndham Street & St. George's Square (Start: Spring 2012)

2012 - Summer

City of Guelph Community Design & Development Services

May 5, 2008 ATTACHMENT 4

Sequence **Projects** Capital Downtown



GUELPH MARKET PLACE STRATEGIC URBAN DESIGN PLAN Cost Estimates

May 6, 2008		Civic Square 2009			Carden & Wilson 2011
CAPITAL COSTS					
Base Hard/Soft Surfaces		¢2 211 000		Roads	\$2,800,000
Consultant Fees	8%	\$2,311,000 \$200,880	(full design)	(storm and surface wor	
Project Management fee	5%	\$200,880 \$155,594	(run design)	Square Clean-up	\$200,000
Rink Preparation	070	\$500,000			\$200,000
Rink Consultant Fees (Design)		\$100,000			
Site Plan application		\$241			
Signs for POA and City Hall		\$150,000			
Loose Furnishings		\$30,000			
			\$3,447,715 <i>(</i>	(\$3.5M)	
Rink (Fundraising Component)					
Rink/Water Feature (above ground v	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	<u> </u>		
Other			\$1,986,120 (\$2M)	
Other			¢100.000		
Public Art Commission - City Hall			\$100,000 \$100,000		
Public Art Commission - POA			\$100,000 \$5,633,835 ((¢2 711)	\$3,000,000
			φ0,000,000 (φ3. / ΙνΙ /	\$3,000,000

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
Annual Budget	\$191,000 (\$200K)

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

2009: \$3.7M Construct Core Area of Civic Square & upgrade POA front court \$2.0M Skating Rink/Water Feature (fundraising) May 5, 2008

2011: \$3.0M Reconstruction of Carden/Wilson & Edges of Square

ATTACHMENT 5.2

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, May 16, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, May 16, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell and Hofland

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Mr. J. Stokes, Manager of Realty Services; Ms. M. Neubauer, Director of Finance; Mr. I. Panabaker, Heritage/Urban Design Planner; Mr. B. Chapman, Manager, Traffic & Parking; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Ms. S. Aram, Manager of Budget Services; Mr. P. Cartwright, General Manager of Economic Development Services; Ms. A. Pappert, Director of Community Services; Mr. M. Cameron, Manager, Parklands and Greenways; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Mr. Panabaker, Heritage/Urban Design Planner reviewed the background of the Design Plan. He advised that the budget numbers are contained within the budget documents for the City. He stated that the name of the project has been changed to Market Place to tie it back to the history of the property. He outlined the key objectives that include:

- To create a signature civic square for flexible use and enjoyment by all year-round;
- To provide an expansive setting for civic and cultural events and daily shopping and dining that includes the square and adjacent public realm;
- To establish an accessible, safe, attractive and efficient multi-modal transit station that addresses current issues and opportunities; and
- To establish new facilities and an attractive setting for a public market.

May 16, 2008 Community Development & Environmental Page 2 Services Committee

He stated they have added new chapters to the implementation including the parkade and transit terminal guidelines, rink discussions and public art.

The Heritage/Urban Design Planner outlined the sequence of the downtown capital projects with the proposed time frames. He discussed fundraising principles with respect to necessary support, coordination of efforts and deadlines.

He advised that the Downtown Guelph Business Association is hosting an evening workshop about the Civic Square recommendations on May 20th and that at the May 26th Council meeting staff will be looking for direction both on the Civic Square and the Tax-Supported Capital Guideline.

Councillor Billings left the meeting at 10:35 a.m.

REPORT

Staff advised they are developing a Communication Strategy including a website by the Economic Development Department, coordination of efforts with the Downtown Guelph Business Association, the Chamber of Commerce and the Corporate Communications Department.

 Moved by Councillor Piper Seconded by Mayor Farbridge
 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;

May 16, 2008 Community Development & Environmental Page 3 Services Committee

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.

Carried

Next Meeting: June 6, 2008

The meeting adjourned at 11:00 a.m.

.....

Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE June 6, 2008

LOCATION Council Chambers

TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

May 9, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
WATER & WASTEWATER RATE STRUCTURE REVIEW	Receive
"THAT the report of the Director of Environmental Services dated June 6, 2008 with respect to the Water and Wastewater Rate Structure Review be received for information."	
NOISE CONTROL BY-LAW EXEMPTION REQUEST FOR FESTIVAL ITALIANO	Approve
THAT Report 08-64 regarding a noise by-law exemption request on behalf of Festival Italiano for Friday, July 4, 2008 to Sunday, July 6, 2008, from Community Design and Development Services, dated June 6, 2008, be received;	
AND THAT an exemption from Schedule `A' of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the Festival Italiano including the amplification of music and speech and the operation of midway rides and generators between the hours of 11:00 a.m. to	

11:00 p.m. and crowd noise from 11:00 p.m. to 1:00 a.m., from July 4 th to July 6 th , 2008, be approved.	
PROPOSED DEMOLITION OF 475 McWILLIAMS ROAD, WARD 6, GUELPH	Approve
THAT the proposed demolition of the house and outbuildings at 475 McWilliams Road as outlined in Report 08-68 of Community Design and Development Services, be approved.	
AMENDMENT OF DESIGNATING BY-LAW: 1 CARDEN STREET, NEW CITY HALL	Approve
THAT the report dated June 6, 2008 regarding an amendment to the designation by-law for 1 Carden Street, be received;	
AND THAT By-law (1998)-15716, being a by- law to designate portions of the building known as 1 Carden Street (New City Hall) under the Ontario Heritage Act, be amended to include the full extent of the restored Provincial Winter Fair wall;	
AND THAT the amending by-law be brought before City Council for approval following the thirty (30) day objection period.	
HERITAGE REDEVELOPMENT RESERVE APPLICATION "STELLE", 9 DOUGLAS STREET	Approve
THAT, subject to the final form and content of the agreement being satisfactory to the Director of Community Design and Development Services and the City Solicitor, the Mayor and City Clerk are authorized to execute a Financial Assistance Agreement in substantially the form attached as Schedule 2, and to an upset limit of \$2,670 per year for ten years following the completion of the restoration project in accordance with the Heritage Redevelopment Reserve Policy, to	

assist in the retention and restoration of the	
heritage elements at 9 Douglas Street.	

OTHER BUSINESS

NEXT MEETING

July 11, 2008

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, May 9, 2008, 9:30 a.m.
	A regular meeting of the Community Development and Environmental Services Committee was held on Friday, May 9, 2007 in Council Chambers at 9:30 a.m.
	Present: Councillors Burcher, Billings, Piper, Salisbury Absent: Mayor Farbridge
	Also Present: Councillors Bell and Hofland
	Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. J. McDowell, Transportation Demand Management Coordinator; Ms. J. Jylanne, Senior Policy Planner; Mr. P. Sheehy, Zoning Inspector; Mr. D. Wyman, Manager of Solid Waste Services; Mr. S. Hannah, Manager of Development & Parks Planning; Ms. J. Pathak, District Park Planner; Mr. R. Templeton, Park Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT the minutes of the Community Development & Environmental Services Committee meeting held on May 9, 2008 be confirmed as recorded and without being read.
	Carried
	Bicycle-Friendly Guelph Project
	Ms. J. McDowell provided information on a Best Practice Review and the current daily modal split in Guelph from 2006. She outlined successes at the University of Guelph and then listed the key objectives and recommendations for the project.
REPORT	 Moved by Councillor Piper Moved by Councillor Salisbury THAT the Community Design and Development Report 08-55, dated May 9, 2008, regarding the `Bicycle-Friendly Guelph Project' be received;

Distribution	Minutes	
May 9, 2008	Community Development & Environmental Page 2 Services	
:	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.	
	Carried	
	Staff was requested to provide a list of the Committee members to Council when it is determined and they will include the Guelph Youth Council as a party of interest.	
	Notice of Intention to Designate 47-49 Alice Street, Pursuant to the Ontario Heritage Act	
	Ms. Joan Jylanne, Senior Policy Planner provided some background information with respect to this specific property and the designation process in general. She advised that the owner requested a demolition permit and is not in favour of the designation. She provided information on the property and then gave the reasons for the recommendation of designating the property.	
	Mr. Gordon Maxwell on behalf of Mr. Blair Cleveland advised the owner is concerned about the cost of upgrading the property to meet the heritage designation. He believes that if the designation goes through, there will not be parking available on the property and will likely be used as a storage facility or would encourage a student housing situation rather than a young family. He stated the City should not lose sight of practicality issues and parking is an integral part of a commercial venture. He believes adaptive reuse is only possible if significant variances to existing by-laws occur and the City should be encouraging single family usage.	
	Mr. Murray Taylor advised he is very much in favour of preserving heritage properties. He believes the designation would create an economic hardship on the owner. He stated he does not believe the property is very rare or of architecturally significant. He believes that if the downtown is going to be	;

Distribution	Minutes
May 9, 2008	Community Development & Environmental Page 3 Services
	successful, there is a need to get more people living downtown. He thinks it would be almost impossible to redevelop the whole surrounding area if this small parcel is designated.
	Ms. Lorraine Pagnan, a member of Heritage Guelph provided a brief history of the property and stated that it is an excellent example of the cultural history as an immigrant's business and speaks to the working class character of St. Patrick's Ward at the time. She believes the vernacular architecture of working class needs to be preserved since it was an intergral part of establishing Guelph. Although Heritage Guelph recognizes the lack of parking on the property, the owner was aware of it when he purchased the property.
	Mr. Paul Ross, Chair of Heritage Guelph, stated they have to determine in a very quick time if a property should be designated. The Heritage Guelph Committee did give consideration to questions raised such as parking and reuse when considering their decision. He then addressed the specifics of the property that need to be protected and advised they tried to provide opportunities for some changes to occur. They do not believe redevelopment would preclude intensification of St. Patrick's Ward. He also stated that St. Patrick's Ward is a candidate for a future heritage conservation district and would not necessarily hinder redevelopment.
REPORT	 Moved by Councillor Piper Seconded by Councillor Salisbury 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.

Distribution	Minutes	
May 9, 2008	Community Development & Environmental Services	Page 4
	A recorded vote was requested. VOTING FOR: Councillors Piper and Salisbury (2) VOTING AGAINST: Councillor Billings and Burcher (2)	2)
		Defeated
	 Moved by Councillor Piper Seconded by Councillor Billings THAT a communication process be developed advisin estate community about the Heritage Inventory, includes designated properties and properties of interest; 	-
	AND THAT staff report back to Committee regarding communication process;	the
	AND THAT staff explore the possibility of registering the territage properties of interest on title.	the
		Carried
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the designation report 08-57, dated May 9, 200 Community Design and Development Services regard heritage designation of 47-49 Alice Street and the de resolution be brought forward to Council for consider 	ding the efeated
		Carried
	The meeting adjourned for five minutes and reconvert 11:35 a.m.	ned at
	Notice of Intention to Designate 60 Manitoba S	treet
	Ms. Jylanne, Senior Policy Planner advised that the o favour of this designation.	wner is in
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT Report 08-58, dated May 9, 2008 from Commu Design and Development Services, regarding the her designation of 60 Manitoba Street be received; 	

Distribution	Minutes
May 9, 2008	Community Development & Environmental Page 5 Services
	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.
	Carried
	Paris-Galt Moraine Greenbelt & Guelph Presentation
	Staff advised that there is no definitive mapping of the Paris- Galt Moraine Greenbelt.
Mayor Farbridge	 Moved by Councillor Piper Seconded by Councillor Billings THAT the Paris-Galt Moraine, Greenbelt & Guelph presentation be received.
	Carried
	Noise Control By-law Exemption Request for the Guelph Jazz Festival
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT Report 08-51 regarding a Noise Control By-law exemption request on behalf of the Guelph Jazz Festival for Saturday, September 6th and Sunday, September 7th, 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.
	Carried

Distribution	Minutes	
May 9, 2008	Community Development & Environmental Page 6 Services	
	Sign By-law Variance for Staybridge Suites at 11 Corporate Court	
REPORT	 Moved by Councillor Billings Seconded by Councillor Salisbury 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. Carried	
	Macalister Park Sports Field Request	
	Mr. Rory Templeton advised that staff conducted a survey as directed at a previous Committee meeting at which this issue was discussed and that the recommendation is based upon the survey results.	
	Staff was directed to report back to the Committee as to whether any department is reviewing the leash by-law.	
	10. Moved by Councillor Billings	
Mr. J. Riddell	Seconded by Councillor Piper THAT report 08-47 from Community Design and Development Services regarding Macalister Park Sports Field Request be referred back to staff to determine if an exemption from the animal control by-law could be imposed to not allow dogs off leash if the `Sports Field Designation' is adopted.	
	Carried	
	Joe Veroni Park Master Plan Watson Creek Subdivision in Ward 1	
	Ms. Jyoti Pathak, Parks Planner, advised staff did an online survey and allowed people to respond online or by return mail or fax and only 10 surveys out of 240 sent out responded. She advised that Council has approved the name of the park and she outlined the plans.	

Distribution	Minutes
May 9, 2008	Community Development & Environmental Page 7 Services
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper 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.
	Carried
	Petitition to Prohibit the Storage of Portable Toilets
	Mr. Selby Steeves resides at the property next to where the portable toilets have been stored. He stated he was not aware the property was zoned a mixed residential/industrial zone. He advised he has contacted the Ministry of the Environment (MOE), and as a result, the owner of the property was directed to clean it up. He believes the clean up was never completed and he has received conflicting reports from the MOE regarding testing on the property. He stated the odour emanating from the property is unbearable and the flies have been a big problem for him. He has been advised that the vendor will be removing the portable toilets at the end of June.
REPORT	 Moved by Councillor Billings Seconded by Councillor Salisbury 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;

Distribution	Minutes			
May 9, 2008	Community Development & Environmental Services	Page 8		
	AND THAT the city facilitate mediation between the resident and the industrial property owner to resolve any outstanding issues.			
	Carried			
	Proposed Upgrades Within St. George's Park			
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT the correspondence from Andrew Lamden dated May 8, 2008 regarding the St. George's Park Concept Plan be receive 			
	AND THAT the resolution passed by the Community Development and Environmental Services Committee 11, 2008 regarding Proposed Upgrades Within St.Geo be rescinded;			
	AND THAT individuals that have communicated with City Staff in any manner regarding this matter be provided with a copy of the letter from Mr. Lambden, and be advised that the City will take no further action on this matter;			
	AND THAT staff place an advertisement on the City N to this effect.	ews Page		
		Carried		
	Next Meeting: May 16, 2008			
	The meeting adjourned at 1:05 p.m.			
	Chairperson			

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services June 6, 2008
SUBJECT REPORT NUMBER	Water & Wastewater Rate Structure Review

RECOMMENDATION

"THAT the report of the Director of Environmental Services dated June 6, 2008 with respect to the Water and Wastewater Rate Structure Review be received for information."

BACKGROUND

A comprehensive review of the City's approach to charging for the provision of water and wastewater services was last undertaken approximately ten years ago.

In 2006, City staff with the assistance of Earth Tech Canada Inc., prepared a Water Supply Master Plan. One of the recommendations of the Master Plan was to complete a rate study review, which together with outputs from a number of other initiatives (Water and Wastewater Servicing Master Plan, Wastewater Master Plan, Development Charges update, PSAB) would ensure that the water and wastewater rate structures would be appropriate to meet the goals and objectives of the City while financing the operation, maintenance, and upgrade requirements of these systems.

In 2007, a steering committee of City staff from various City departments was formed to initiate and guide the comprehensive review of City's water and wastewater rate structure, billing practices and procedures. The committee was assisted by BMA Management Consulting Inc. who were retained in accordance with the City's Purchasing By-law.

This report provides an update on the work to date and provides information relating to the public consultation activities which are proposed for the next stage. A final report with recommendations will be prepared and brought back to Committee and Council in the fall following the public consultation.

REPORT

During the Water and Wastewater Rate Structure Review, BMA undertook a review of various industry best practices, guidelines and legislation relating to setting municipal water and wastewater rates, including guidelines published by the Canadian Water Works Association (CWWA) and the American Water Works Association (AWWA). BMA also surveyed more than 80 municipalities and utilities in Ontario in regards to their water and wastewater billing policies and practices. The findings from these undertakings provided important information for this review.

Goals and Objectives

In the early stages of the study, goals and objectives were developed to evaluate various options and guide the Water and Wastewater Rate Structure Review. The proposed goals and objectives are summarized below.

- Fairness and Equity Fees will be practical and non-discriminating between customers and user sectors. The rate structure will ensure that consumers are contributing equitably in proportion to the cost of the systems.
- **Full Cost Recovery** The rate structure will be based on full cost recovery. Full cost recovery requires the generation of sufficient revenues through appropriate pricing of services to recover the full cost of water and wastewater services.
- **Promote Conservation and Water Efficiency** The rate structure will consider the environmental soundness and sustainability consequences in decision-making. Environmental soundness involves ensuring that resources are used productively in a manner that achieves the greatest possible level of service while mitigating the consumption of resources. Sustainability ensures that development meets the needs of the present without compromising the ability of future generations to meet their own needs.
- **Revenue Stability and Rate Predictability** Any rate setting practice employed by the City will consider the impact on revenue stability and take the appropriate actions to maintain/improve revenue stability, matching revenues with expenditures and meeting the City's financial requirements. The rate structure will be simple to understand and result in predictable bills for the customer.
- Affordability The rate structure will be developed to reflect full cost pricing and user pay. Full cost recovery must be achieved to ensure the systems will be sustainable. However, any change in the rate structure will consider the impact on various consumer sectors to ensure that affordability is monitored.

Conservation and Peak Period Pricing

A comprehensive review of conservation and peak period pricing of water and wastewater rates has been undertaken. The City of Guelph has achieved reductions in water usage and water efficiencies through a wide range of existing programs and initiatives including, but not limited to, information and education programs, outdoor watering restrictions, water audits, metering properties, efficiency retrofit rebate programs and leakage detection programs. The findings of the rate review study show that in comparison to municipal standards for conservation initiatives, Guelph is advanced compared to most municipalities.

A conservation rate structure is not being proposed for the following reasons:

- The presence of advanced conservation measures already in place;
- Declining average consumptions in Guelph, which are lower than average in comparison to other Ontario municipalities;
- Of 80 Ontario municipalities surveyed, this is not a common approach and has not proven elsewhere to reduce the average consumption below the City's existing average usage;
- Challenges with respect to some of our stated goals and objectives (above) including affordability, revenue stability and rate predictability; and
- Water demand is not significantly influenced by price.

However based on the work to date it is proposed that the City continue to utilize the conservation tools and strategies that have been effectively employed to date and identify other non-rate related strategies that may further promote conservation and water use efficiency as part of the City's Water Conservation and Efficiency Strategy Update. This includes continuing the policy of charging the full water and wastewater rates for all water used.

Lifeline / Affordability Program

A review was undertaken of the need and implications of developing a Lifeline affordability program for water and wastewater in Guelph and of similar programs, if any, in other municipalities. The development of an affordability program for water/wastewater services is not being suggested given that:

- The City's water/wastewater cost of service is relatively low and the City has already implemented a number of strategies and initiatives to reduce consumption and lower costs;
- There are limited affordability issues in Guelph in comparison to industry benchmarks;
- Water/wastewater costs, at 14% of the total municipal burden, is a relatively small component and programs are available in the City to address the tax related portion for low income seniors and disabled persons and there has been no uptake on these programs;
- The cost of the program would be borne by the general ratepayer base; and
- No other Ontario municipality surveyed has implemented a program for water/wastewater.

However, it is suggested that the City continue to monitor affordability of water/wastewater services against municipal sector benchmarks to ensure that these services continue to be affordable.

Water & Wastewater Rate Structure

The City of Guelph currently utilizes a two-part water and wastewater rate structure recovering a portion of the service costs from a fixed basic charge (based on the size of water meter) and a volumetric charge. This type of structure conforms with CWWA recommendations and the majority of municipalities in Ontario. CWWA recommends that a fixed rate charge be used for costs that are not related to volumes consumed and relate primarily to customers. Costs that are driven largely by volumes consumed (typically water supply, wastewater treatment, distribution, collection and maintenance costs) are suggested to be recovered through a volumetric rate.

Currently, in Guelph, approximately 15% of combined water and wastewater budgeted costs are allocated to the fixed charge. The survey of Ontario municipalities indicated that most municipalities allocate a larger portion of costs (average of 29%) to the fixed component than currently done in Guelph.

An analysis of the City's budget was undertaken to identify the underlying cost drivers for each expenditure. The purpose of this analysis was to determine which costs should be assigned to volume and recovered based on consumption, and which costs are fixed in nature and recovered through a daily service charge.

However consideration should also be given to the municipality's overall goals and objectives. While an allocation of all fixed costs to be recovered from the basic service charge improves revenue stability and is fair and equitable, meeting two City objectives, it is generally not practical since it results in a low volumetric charge which discourages conservation (another key City objective) and negatively impacts low volume users (affordability objective). Consistent with the existing rate structure, recouping all possible fixed costs from the fixed basic charge, therefore, is not recommended.

In order to provide a good balance between the principles of fairness and equity, revenue stability, affordability and conservation, the proposed recommendation would see an increase of the allocation of the fixed basic service charge from approximately 15% to approximately 20% of the combined costs. By changing the allocation between the volumetric consumption component and the fixed basic service charge, the change in billing to consumers varies depending on the volumes consumed and the size of meter (based on CWWA guidelines). The following table summarizes the change in billing to typical consumers of various sectors using the 2008 data. The typical residential bill would increase between 0% and 2.5% under the rate restructuring, depending on usage.

Consumer	Annual Use m ³	Meter Size	Annual \$ Current 2008	Annual \$ Revised 2008	Difference \$	Difference %
Residential	250	5/8"	\$564	\$578	\$14	2.5%
Residential	360	5/8"	\$751	\$758	\$7	1.0%
Residential	480	5/8"	\$955	\$955	(\$0)	0.0%
Commercial	2,000	1"	\$3,615	\$3,484	(\$131)	-3.6%
Commercial	10,000	2"	\$18,256	\$16,625	(\$1,630)	-8.9%
Industrial	20,000	3"	\$36,584	\$33,112	(\$3,472)	-9.5%
Industrial	1,000,000	6"	\$1,708,556	\$1,639,032	(\$69,523)	-4.1%

The proposed increase in the allocation of water and wastewater costs to the fixed component of the bill will improve fairness and equity as more fixed costs will be recovered from the fixed basic service charge. In addition, it improves revenue stability while maintaining a balance with respect to conservation and affordability objectives. Further, this approach will bring the City more in line with the practices employed in other municipalities.

Special Fees and Charges

While the majority of the revenues to support water and wastewater operations are recovered from the water/wastewater rates through volumetric consumption and fixed basic service charges, the City has a number of special charges and fees which are taken into consideration prior to establishing their water/wastewater rates. The major special charges and fees that apply to properties within the City of Guelph include:

- Overstrength Surcharges—updated recently—no recommendations for change
- Miscellaneous Special Charges and Fees (back billing, after hours call outs, etc.)

An analysis of these special service charges and fees was based on the principles that the City will charge water and wastewater user fees and special charges where:

- There is a clear relationship between fees paid by users and the underlying cost to provide the service; or
- There is a clear relationship between fees paid by users and the benefits received by users;
- The customer has a choice as to the extent to which he/she uses the service;
- It is administratively feasible to collect the charge at a reasonable cost; and
- The benefits can be quantified and attributed to the user.

A user fee policy for water and wastewater is being suggested to determine how and when fees should be charged. Policies that require identification of both the cost of the program and the portion of the cost that will be recovered through fees and charges allow stakeholders to develop a better understanding of the cost of services and to consider the appropriateness of established fees and charges. The following provides the recommended User Pay Policy: Establishing Fees—The following general concepts will be used in developing and implementing service charges:

1. Revenues should not exceed the reasonable cost of providing the service.

2. Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance and insurance.

3. The method of assessing and collecting fees should be as simple as possible in order to reduce the administration cost of collection.4. The fee structure should be sensitive to the "market" for similar services as well as to smaller, infrequent users of the service.

Some new fees are proposed relating to services provided that have been financed previously by general rate payers, e.g. regular hour water service on/offs, final meter reads, account status certificates, and new account set up fees. These new fees improve fairness and equity and provide for the recovery of the cost of the services currently being provided. Implementation of some of these fees will involve the billing service provider - Guelph Hydro – and discussions with the service provider regarding these potential changes are ongoing.

Next Steps

As part of Phase One of the review process, public consultation is being solicited to review the draft recommendations. An Open House session is planned for June 26, 2008, which would include a brief presentation by the consultants, followed by an opportunity to ask questions and seek further clarification.

Upon receiving feedback from the public, the consultants will summarize the comments and undertake further analysis, as required. Upon completion of the consultation, BMA will update the draft report. This will also include the development of a 50 year model and will incorporate the findings of other City studies.

Many municipalities, including the City of Guelph are facing increasing infrastructure backlogs, funding gaps, and increasing financial pressures in infrastructure management. Historically, in most Ontario municipalities stormwater management has been financed with general revenue from property taxes, but this funding source, has proven to be undependable and inadequate as storm water programs must compete against other programs and services for funding. As part of Phase Two, BMA will prepare a report on alternative funding mechanisms for stormwater management including establishment of a Stormwater Management Utility.

CORPORATE STRATEGIC PLAN

The implementation of the recommendations contained in the Water and Wastewater Rate Structure Review will contribute toward the achievement of Strategic Objective #3.4 relating to fair tax (rate) policies and Strategic Objective #6.3, a safe and reliable water supply.

FINANCIAL IMPLICATIONS

No new funding requirements are directly attributable from this report.

DEPARTMENTAL CONSULTATION

Staff of the Information Services (Corporate Communications), Finance, Community Design and Development Services (Engineering) and Operations Departments have been consulted during the Water and Wastewater Rate Structure Review.

COMMUNICATIONS

Public consultation regarding the findings of the Water and Wastewater Rate Structure Review will include a public Open House on June 26, 2008 from 6:00 p.m. until 8:00 p.m. at the Evergreen Community Center, 683 Woolwich Street. At the Open House staff from BMA Consultants will make a presentation after which City and BMA staff will be available to answer questions.

ATTACHMENTS

Water and Wastewater Rate Structure Review Phase One - Draft Executive Summary, BMA Management Consulting Inc., May 2008.

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Water and Wastewater Rate Structure Review PHASE ONE – Draft Executive Summary Report

City of Guelph

EXECUTIVE SUMMARY PHASE ONE Water/Wastewater Rate Structure Review

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Summary of Findings and Recommendations

BMA Management Consulting Inc. (BMA) was retained by the City of Guelph to undertake a comprehensive multi-tasked review of the City's water/wastewater rate structure, scheduled for implementation in 2009. To this end, BMA has undertaken preliminary analysis and drafted recommendations for a number of the key tasks, with the assistance of the City's steering committee.

Principles to Guide the Water/Wastewater Rate Structure Review

The approach to this engagement is to align the principles of the City with the most appropriate rate structure option. As such, a review of various goals and objectives was undertaken with the following recommendation for the City of Guelph.

Recommendation: That the following goals and objectives be used to guide the water/ wastewater rate structure review:

- Fairness and Equity
- Full Cost Recovery
- Promote Conservation and Water Efficiency
- Environmental Soundness and Sustainability
- Revenue Stability and Rate Predictability
- Affordability

These principles are also aligned with other ongoing work at the City including the Water Supply Master Plan, the Master Servicing Study, the DC Update Study, the PSAB requirements, the MOE Financial Plan requirement, the City's Infrastructure Maintenance Program and the Water Conservation and Efficiency Strategy Update.

Water/Wastewater Rate Structure Review

To achieve the principles set out to guide the water/wastewater rate structure, it is recommended that the City continue to employ a two-part rate structure but to revisit the alignment of the costs allocated to "fixed" based on the underlying cost drivers.

While an allocation of <u>all</u> fixed costs to be recovered from the basic service charge improves revenue stability and is fair and equitable, meeting two City objectives, it is generally not practical since it results in a low volumetric charge which discourages conservation (another key objective of the City) and negatively impacts low volume users (affordability objective). Consistent with the existing rate structure, including all possible fixed costs, therefore, is not recommended.



A balance has been struck to ensure that the amount of costs allocated to "fixed" considers the impact on low volume users, shifts between sectors of users and principles of conservation.

Recommendation: That the City continue to use a two-part rate structure, consistent with best practices and that the following costs be recovered from a fixed basic charge:

- Number of Meters--- billing, collection and reading
- Meter Equivalency—meter replacement costs and administration, using equivalency factors set out by the Canadian Waterworks Association

While the total budget for 2008 remained the same, by changing the allocation between volumetric (consumption based) and fixed (basic service charge), the change in billing to consumers varies depending on the volumes consumed and size of meter. The following table summarizes the change in billing to consumers using the 2008 data. The typical residential bill would increase by 0%-2.5% under the rate restructuring, depending on usage.

	Annual					
	Consumption	Meter	Annual 2008	Revised	\$	%
User Customer	m3	size	Current	2008	Difference	Difference
Residential	250	5/8"	\$564	\$578	\$14	2,5%
Residential	360	5/8"	\$751	\$758	\$7	1.0%
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Industrial	50,000	4"	\$89,563	\$83,061	(\$6,501)	-7.3%
Industrial	1,000,000	6"	\$1,708,556	\$1,639,032	(\$69,523)	-4.1%

Should this approach be implemented for 2009, the rates would need to be recalculated and the summary of changes to consumers updated, however, the table above reasonably represents the anticipated differences from the current rate structure.



Conservation Pricing

The City of Guelph has achieved reductions in water usage and water efficiencies through a wide range of existing programs and initiatives including, but not limited to, information and education programs, outdoor watering restrictions, water audits, metering properties, efficiency retrofit rebate programs and leakage detection programs. In comparison to industry standards for conservation initiatives, the City is advanced.

A conservation rate structure is not being recommended for the following reasons:

- The presence of advanced conservation measures already in place;
- Declining average consumptions in Guelph, which are lower than average in comparison to other Ontario municipalities;
- Of 80 Ontario municipalities surveyed, this is not a common approach and has not proven elsewhere to reduce the average consumption below the City's existing average usage;
- Challenges with respect to some of the City's goals and objectives including affordability, revenue stability and rate predictability; and
- Water demand is not significantly influenced by price.

Recommendation: That the City continue to utilize the conservation tools and strategies that have been effectively employed to date and identify other non-rate related strategies that may further promote conservation as part of the City's Water Conservation and Efficiency Strategy Update.

Lifeline/Affordability Program

The development of an affordability program for water/wastewater services is <u>not</u> recommended given that:

- The City's water/wastewater cost of service is relatively low and the City has already implemented a number of strategies and initiatives to reduce consumption and lower costs;
- There are limited affordability issues in Guelph in comparison to industry benchmarks;
- The cost of the program would be borne by the general ratepayer base;
- Water/wastewater costs at 14% of the total municipal burden is a relatively small component and programs are available in the City to address the tax related portion for low income seniors and disabled persons and there has been no uptake on these programs; and
- No other Ontario municipality surveyed has implemented a program for water/wastewater.

Recommendation: That the City continue to monitor affordability of water/wastewater services against municipal sector benchmarks to ensure that these services continue to be affordable.



Special Charges

While the majority of the revenues to support water and wastewater operations are recovered from the water/wastewater rates through consumption and monthly fixed basic service charges, the City has a number of special charges and fees which are taken into consideration prior to establishing their water/wastewater rates. The major special charges and fees that apply to properties within the City of Guelph include:

- Overstrength Surcharges—updated recently—no recommendations for change
- Miscellaneous Special Charges and Fees—some new fees have been included in the report

Recommendation: That the Environmental Services Department implement a user pay policy as outlined in this report.

Recommendation: That the Environmental Services Department consider the implementation of several new fees and update existing fees, as outlined in this report to improve fairness and equity and to fully recover the cost of the services currently being provided.

Next Steps

Public Consultation—As part of the review process, public consultation is being solicited to review the draft recommendations as contained in this report as part of phase one. An open house session is planned for June 26, 2008, which would include a brief presentation by the consultants, followed by an opportunity to ask questions and seek further clarification.

Update Draft Report—Upon receiving feedback from the public, the consultants will summarize the comments and undertake further analysis, as required. Upon completion of the consultation, BMA will update this draft report. This will also include the development of a 50 year model and will incorporate the findings of other City studies such as the Water Supply Master Plan, the Master Servicing Study, the DC Update Study, PSAB requirements, MOE Financial Plan requirements and the City's Infrastructure Maintenance Program.

Phase Two—Many municipalities, including the City of Guelph are facing increasing infrastructure backlogs, funding gaps, and increasing financial pressures in infrastructure management. Historically, in most Ontario municipalities stormwater management has been financed with general revenue from property taxes, but these taxes, have proven to be undependable and inadequate as stormwater programs must compete against other programs and services for funding.



The declining infrastructure in many cities, highlighted by many national studies and reports, shows stormwater service has been particularly hard hit. When funded through property taxes, most municipalities lack adequate funds for infrastructure improvements, repairs, maintenance and other stormwater management programs.

Another approach is to fund stormwater management through a utility model, to distribute the costs among owners of properties in proportion to some estimate of the amount of runoff from their properties, or their relative contribution to the cost of operations. As part of phase two, BMA will prepare a report on the pros and cons associated with establishing a Stormwater Management Utility.



Report Introduction

BMA Management Consulting Inc. (BMA) was retained by the City of Guelph to undertake a comprehensive multi-tasked review of the City's water/wastewater rate structure, scheduled for implementation in 2009. To this end, BMA has undertaken preliminary analysis and drafted recommendations for a number of the key tasks, with the assistance of the City's steering committee. Meetings have been held with the Steering Committee to review the analysis undertaken, the options considered, benchmarking analysis, research, industry standards and draft recommendations.

This executive summary report provides an overview of the findings and draft recommendations with respect to the proposed Water/Wastewater Rate Structure Review. This draft report includes the following sections:

•	Identification of Goals and Objectives to Guide the Water/Wastewater Rate Review
•	Water/Wastewater Rate Structure
•	Conservation Pricing
•	Lifeline/Affordability Program
•	Special Charges and Fees
•	Next Steps

Upon receiving feedback from City staff, Council and through public consultation, a final report and recommendations will be prepared. The final report will also include the development of a 50 year model.



Goals and Objectives to Guide the Water/Wastewater Rate Review

Introduction

Despite industry trends in rate making, as stated by the Canadian Water Works Association (CWWA), there is and always will be a lot of variation in rate setting practices given that there is no single rate setting approach or rate structure. A variety of alternative rate structures can be used depending on the goals and objectives of the municipality.

Proposed Goals and Objectives

The following provides the proposed goals and objectives, established by staff, to guide the development of a rate structure for the City of Guelph:

Goals/Objectives	Description
Fairness and Equity	Fees will be practical and non-discriminating between customers and classes of users. The rate structure will ensure that consumers are contributing equitably in proportion to the cost of the systems.
Full Cost Recovery	The rate structure will be based on full cost recovery. Full cost recovery requires the generation of sufficient revenues through appropriate pricing of services to recover the full cost of water and wastewater services.
Promote Conservation & Water Efficiency	The City will employ best practices in the development of programs to encourage water conservation and demand management. Programs that promote efficient water usage may reduce operating costs and capital investment needs over time.
Environmental Soundness and Sustainability	The rate structure will consider the environmental soundness and sustainability consequences in decision-making. Environmental soundness involves ensuring that resources are used productively in a manner that achieves the greatest possible level of service while mitigating the consumption of resources. Sustainability ensures that development meets the needs of the present without compromising the ability of future generations to meet their own needs.
<i>Revenue Stability & Rate Predictability</i>	Any rate setting practice employed by the City will consider the impact on revenue stability and take the appropriate actions to maintain/improve revenue stability, matching revenues with expenditures and meeting the City's financial requirements. The rate structure will be simple to understand and result in predictable bills for the customer.
Affordability	The rate structure will be developed to reflect full cost pricing and user pay. Full cost recovery must be achieved to ensure the systems will be sustainable. However, any change in the rate structure will consider the impact on various consumer sectors/types to ensure that affordability is monitored.



Water/Wastewater Rate Structure

Introduction

The analysis in this section of the report included reviewing the City's current revenue requirements and user fee processes and practices to determine whether the water/wastewater costs are currently being recovered from customers in accordance with their respective contribution to the cost of service. This also included reviewing the total budget for water and wastewater and allocating the costs in the most fair and equitable manner and in consideration of the goals and objectives of the City.

Consistent with Council approved policy from 1999, water and wastewater rates will continue to be based on recovering the full cost for all water used and sewage treated. This ensures that fairness, equity and system sustainability are maintained. Further, by fully recovering the cost of wastewater services, regardless of whether the water consumed enters the wastewater treatment plant, conservation objectives are promoted. The following table provides a summary of the sources of revenues in the City's 2008 budget and how costs are recovered from customers.

	Water Current 2008	% of Total Water	Wastewater Current 2008	% of Total WW
Volumetric (Consumption \$/m ³)	\$13,098,250	80%	\$ 13,832,812	73%
Fixed Basic Service Charge	\$2,061,350	13%	\$ 3,183,812	17%
Special Fees and Charges	\$1,211,700	7%	\$ 1,954,100	10%
Total Budget	\$16,371,300	100%	\$ 18,970,724	100%

- Volumetric—The City recovers approximately \$13.1 million for water and \$13.8 million for wastewater through a volumetric rate. The volumetric rate is charged based on the amount of water consumed (\$/m³). In 2008, the City's water rate is \$0.82/m³ and the wastewater rate is \$0.88/m³.
- Fixed Basic Service Charge—Approximately \$2.1 million for water and \$3.2 million for wastewater are recovered for water and wastewater services through a fixed basic service charge. The basic charge varies based on the size of the water meter. Residential customers are generally serviced by 5/8" meters, paying the lowest fixed basic charge. The existing water/wastewater rate structure has been included in Appendix A of this report.
- Special Fees and Charges—The remainder is collected from special fees and charges such as overstrength agreements, hydrant rental, transfers from reserves and other miscellaneous services.



Water/Wastewater Rates Industry Standards

As stated by the Canadian Waterworks Association (CWWA), at the heart of the methodology for setting water rates is the concept of a two-part rate structure; a volumetric charge and a fixed charge. CWWA recommends that a fixed rate charge be used for costs that are not related to volumes consumed and relate directly to customers. Costs that are driven by volumes consumed generally include water supply, transmission and distribution costs and costs to maintain the systems and should be recovered through a volumetric rate.

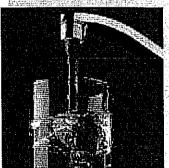
The City of Guelph's water and wastewater rate structure conforms with CWWA, recovering a portion of both its water/wastewater costs from a fixed and a volumetric charge. Currently, in Guelph, approximately 15% of total water/wastewater budgeted costs are allocated to the fixed charge. This was approved by Council in a previous study to strike a balance between conservation (volumetric) and revenue stability (fixed).

While 15% of the total budget is allocated to fixed, it should be noted that the amount collected from individual customers will vary based on the volumes consumed. For example, 21% of a Residential water/wastewater bill (annual consumption of 300 m³) is related to the fixed portion of the bill compared to only 5% for an industrial property that annually consumes 50,000 m³.

The review undertaken focuses on whether the existing allocation of costs between the fixed and volumetric (consumption) continues to be aligned to the goals and objectives identified earlier in the report which includes:

- Fairness and Equity
- Full Cost Recovery
- Promote Conservation & Water Efficiency
- Environmental Soundness and Sustainability
- Revenue Stability & Rate Predictability
- Affordability

Analysis of Underlying Cost Drivers



An analysis of the City's budget was undertaken to identify the underlying cost drivers for each expenditure to determine if the costs should be assigned to volumetric and recovered based on consumption or whether the cost is fixed in nature, in which case the cost would be recovered through a daily service charge. While there are underlying principles to determine which costs to allocate to fixed and volumetric, there is no industry standard as consideration should also be given to the municipality's overall goals and objectives.



There are a number of costs that can be linked directly to a customer in general or specifically to a class of customer such as meter replacement and repair, meter reading, billing/collections and customer service. It can also be argued that the cost of debt service, reserve requirements and capital improvements could also be included in a fixed charge.

While an allocation of all fixed costs to be recovered from the basic service charge improves revenue stability and is fair and equitable, meeting two City objectives, it is generally not practical since it results in a low volumetric charge which discourages conservation (another key objective of the City) and negatively impacts low volume users (affordability objective). Consistent with the existing rate structure, including all possible fixed costs, therefore, is not recommended.

Costs to be recovered from fixed are apportioned to:

- Number of Meters- Costs that do not vary based on the type of customer. These include . billing, collection and reading cost which are the same regardless of whether the customer is residential, commercial or industrial.
- Meter Equivalency-Costs that are driven by size and cost of meter/service pipe. These include costs such as meter shop, meter replacement costs and general administration.

Equivalent meter ratios for the meters and services are based on representative metering The costs for installing, maintaining and replacing customer meters and services costs. increase with the size of the service and the corresponding equivalent meter ratio increases for this reason. Equivalent meter ratios for the meters and services are based on representative metering costs using 5/8" meter as a base. Industry standard meter equivalent ratios set out by CWWA/AWWA have been used.

This provides a good balance between the principles of fairness and equity, revenue stability, affordability and conservation. The proposed recommendation would see an increase of the allocation of the fixed basic service charge of approximately \$690,000 in water and \$129,500 for wastewater. For both water and wastewater services, this will mean a decrease in the amount collected through the volumetric rate and an increase in the fixed basic service charge. The following table reflects the comparison of the existing 2008 allocation to the recommended approach.

	Water		Water		Water		Wastewater	Wastewater	Wastewater
	Current 2008	Pro	oposed 2008		Change	(Current 2008	Proposed 2008	Change
Volumetric	\$13,098,250	\$	12,408,100	-\$	690,150	\$	13,832,812	<u>\$ 13,703,324</u>	-\$ 129,488
Fixed Basic Service Charge	\$2,061,350	\$	2,751,500	\$	690,150	\$	3,183,812	\$ 3,313,300	\$ 129,488
Special Fees and Charges	\$1,211,700	\$	1,211,700	5	-	\$	1,954,100	\$ 1,954,100	\$ -
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Total Budget	\$16,371,300	\$	16,371,300	\$	-	\$	18,970,724_	\$ 18,970,724	S -
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<u>Benchmarking</u>

Consistent with the existing practice in the City of Guelph, of the 80 Ontario municipalities surveyed, 72% charge a fixed basic service charge to every customer regardless of consumption, which typically varies based on the meter size, with larger meters paying a higher basic charge. However, the extent to which costs are recovered from fixed varies across the survey based on the municipality's underlying cost of service as well as the goals and objectives of the municipality.

An analysis was undertaken on 80 Ontario municipalities (2007 statistics) to provide a summary of the existing monthly fixed charges in the municipalities surveyed for a Residential customer. This analysis reflected a lower than average ratio of fixed to total water/waster costs in Guelph compared to the survey average. The recommended increase in the allocation of costs to fixed will bring the City more in line with the practices employed in other municipalities. Further this approach improves fairness and equity as more fixed costs will be recovered from the fixed basic service charge; it increases revenue stability while maintaining a balance with respect to conservation and affordability objectives.

Impact Analysis

While the total budget for 2008 remained the same, by changing the allocation between volumetric (consumption based) and fixed (basic service charge), the change in billing to consumers varies depending on the volumes consumed and size of meter. The following table summarizes the change in billing to consumers using the 2008 data. The typical residential bill would increase by 0%-2.5% under the rate restructuring, depending on usage.

	Annual					
	Consumption	Meter	Annual 2008	Revised	\$	· %
User Customer	m3	size	Current	2008	Difference	Difference
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Industrial	1,000,000	6"	\$1,708,556	\$1,639,032	(\$69,523)	-4.1%

Should this approach be implemented for 2009, the rates would need to be recalculated and the summary of changes to consumers updated, however, the table above reasonably represents the anticipated differences from the current rate structure.



Conservation Pricing

Introduction

The City of Guelph's Water Conservation and Efficiency Strategy Update is currently underway. Water conservation continues to be a priority of the City of Guelph and the municipality has implemented a number of strategies to encourage conservation. Conservation planning goals may take many forms, including but not limited to the following:

- Eliminating, downsizing, or postponing the need for capital projects
- Improving the utilization and extending the life of existing facilities
- Lowering variable operating costs
- Improving drought or emergency preparedness
- Educating customers about the value of water
- Improving reliability and margins of safe and dependable yields
- Protecting and preserving environmental resources

The City of Guelph has a uniform rate structure, whereby all customers pay a uniform per m³ rate for water consumed. This is the most common rate structure employed across Ontario and Canada.

As part of the engagement, a review was undertaken to assess the current strategies employed in the City to promote conservation and to determine whether the City should implement a conservation rate structure. Water/wastewater rate structures that promote conservation include the following:

- Inclining Rate Structure: The rates in an inclining (progressive) rate structure increase as consumption increases by establishing thresholds or blocks at which point the rate would change (increase). Water consumed above the threshold is charged a higher rate.
- Seasonal Rate Structure: The use of seasonal charges may be implemented to deal with peak demands in the summer months. Seasonal charges are normally used from May to September, where a threshold is established for that time period and consumption above this level is charged a higher rate. The rest of the year a uniform rate is charged.
- Excess Use Rate: An excess use rate structure considers the consumption patterns for each user and charges a premium for the consumption in the peak demand season exceeding a threshold (e.g. in comparison to a customer's average winter consumption).





Analysis Undertaken

An analysis was undertaken to determine the need for and appropriateness of a conservation pricing rate structure for water/wastewater in the City of Guelph. To do so, the analysis included:

- An assessment of the existing conservation strategies employed in the City of Guelph;
- An assessment of the City's water and wastewater system profile;
- An identification of rate structure options available to support conservation and their success in other jurisdictions;
- An assessment of the potential effectiveness of a conservation rate structure in the City of Guelph; and
- An identification of other considerations related to a conservation rate structure.

Current Practices in Guelph Used to Promote Conservation

There are many strategies that a municipality can employ to promote conservation. In fact, the City of Guelph has already implemented a wide range of conservation strategies to manage water demand which have proven to be very effective in reducing water consumption and continues to do so through its Conservation and Efficiency Strategy Update.

Based on research undertaken from various sources such as the American Waterworks Association (AWWA) and the United Stated Environmental Protection Agency (USEPA), a worksheet was developed to summarize the types of programs/strategies available and the current practices in the City of Guelph to promote conservation. The measures are categorized into 3 levels (Level 1, being the most basic to Level 3 being the most advanced).

The following summarizes the broad programs/strategies within each Level:

Level 1

- Universal metering
- Water accounting and loss control
- Costing and pricing
- Information and education
- Level 2
- Water audits
- Retrofits
- Pressure management
- Landscape efficiency
- Level 3 ◆ Replacements and promotions
- Reuse and recycling
- Water-use regulation
- Integrated resource management



Appendix B provides a summary of the existing practices in the City of Guelph against the potential programs and strategies that could be employed. Guelph has implemented the majority of the strategies available through its comprehensive water conservation strategy which is recognized as being at the advanced level and has been recognized as a leader in water conservation, both in terms of programs and strategies implemented as well as the success of these programs.

The following provides a highlight of some of these strategies and the associated successes, where results could be quantified:

- Watering Use Regulations—Since 2002, the City has maintained a strictly enforced multi-level Outside Water Use Program. The program's impact and effectiveness earned the City the Ontario Water Works Association 2003 Efficiency Award and continues to be a tool that has proven to be effective in managing peak demand during the summer.
- Low Average Consumption—In a report released by EarthTech in 2005, the City of Guelph's water conservation efforts have placed the City among the best when compared to 28 other Canadian cities. The City has a lower than average residential consumption per capita. This was further confirmed in a comparison undertaken by BMA using 2007 statistics.
- Low Unaccounted for Water—The City's unaccounted for water (which includes both lost water plus unmetered water such as water used for firefighting, etc.) is amongst the lowest in municipalities surveyed and plans are in place to further reduce this over the next 5 years from the approximately 12±% currently of unaccounted for water (target to be determined by the Water Loss Mitigation Strategy currently being developed).
- Education and Awareness—The City regularly releases information about water conservation using a multi-faceted communication strategy including bill inserts, website, radio, newspapers and school programs. School groups are often hosted at Waterworks. Every year the City participates in Waterloo-Wellington Children's Groundwater Festival. Research suggests that education is estimated to reduce consumption by 2%-5%.
- Toilet Rebate Program—The City's program allows homeowners to replace up to two high water use toilets with new low-flush models and receive a rebate of \$40-\$60. Approximately 5,300 homeowners have taken advantage of this program over the past 5 years. The City's Water Supply Master Plan indicates that this reduces household water consumption by 20-30%.
- **Metering Properties**—Virtually all properties in the City are metered. Research reflects that metering reduces end-user consumption by 20%.
- Meter Replacement Programs—The City has a meter replacement program resulting in the replacement of 400 old meters in 2008 (which generally slow down and under record the amount of water consumed). The City continues to make improvements to its meter replacement program as part of the Conservation Strategy Update.



Water and Wastewater System Profile

Taking inventory of the water and wastewater system helps assess the present circumstances and projected demand on service. This also assists in determining the need for additional conservation initiatives.

To calculate how much water is required, one of the key elements to consider is the maximum day demand factor. This is the ratio of peak day use to average day use. As identified in the City's Water Supply Master Plan, the maximum day factor in the City of Guelph has ranged between 1.2 and 1.35 in recent years which is lower than the MOE guideline (1.5-1.65) for distribution systems servicing populations of 75,000-150,000. Guelph's low maximum day factor can be credited to the success of its water efficiency programs, i.e. public education, Outdoor Water Use by-law, etc. As part of the Water Supply Master Plan, specific average day demand targets have been identified in the short and medium term to promote water conservation and the efficient use of water.

Rate Structures that Support Conservation

Conservation may be further promoted through various pricing strategies including inclining, seasonal or excess use rate structures. While these rate structures may further promote conservation, there are challenges associated with each. The following summarizes some of the challenges with each, as well as an indication of the number of municipalities that currently have a conservation strategy, of the 80 Ontario municipalities surveyed:

- Inclining Rate Structure (9 municipalities) Depending on how the rate blocks are established, these rate structures can become quite complicated and subject to claims of unfair allocation of charges and controversy regarding the appropriateness of the blocks that are established. Further, there is a need to rationalize where the threshold will be set and the level of premium. Inclining rates generally present affordability issues for large low income families.
- Seasonal Rate Structure (1 municipality) The same administrative challenges exist for inclining and seasonal rate structures. In addition, seasonal rate structures typically raise issues of fairness and equity if the structure is charged on both water <u>and</u> wastewater as increased volumes consumed during the summer months are generally related to swimming pools and lawn watering which does not enter the wastewater treatment facility. However, excluding wastewater reduces the effectiveness of a program.
- Excess Use Rate Structure (1 municipality) This approach encourages conservation and it is fair and equitable since it is purely consumer-driven and takes into consideration differences in family sizes, (only pay a premium over the user's specific winter month average). However, it is by far the most administratively challenging as the billing software must be programmed to calculate each user's winter average. With watering restrictions already in place, it is questionable whether this would have much impact in Guelph.



Assess the Effectiveness of a Conservation Rate Structure in Guelph

Research has shown that water demand can, to some extent, be manipulated by price for discretionary uses (lawn watering, car washing, and swimming pools), however, water demand is relatively price inelastic (changes in price do not materially impact demand), particularly when other conservation programs have been implemented, as is the case in the City of Guelph.

It is difficult to estimate the response in water-use due to price changes because a variety of factors impact consumption including:

- Presence of Other Conservation Programs—If existing programs are successful, discretionary usage is minimized and there tends to be limited additional ability to further lower consumption levels. (Comment: The average Residential household in Guelph consumes approximately 250 m³ annually which is the same or lower than municipalities surveyed that have implemented a conservation rate structure and is lower than the average of municipalities with uniform rate structures similar to Guelph's).
- Income Levels——higher income households tend to be less responsive to changes in price (Comment: while there are low income families in every municipality, Guelph's average household income is above average – any conservation pricing structure would impact large families with low household incomes to a greater extent).
- Weather Conditions—a review of water usage on a municipal wide basis reflects that significant fluctuation in water consumption exists depending on whether it is a dry or wet year. As such, it is difficult to track the success of the impact of rate structure changes when weather conditions are not consistent from one year to the next.
- Structure of the Program—To be effective in lowering consumption, the following general observations were made:
 - Premiums need to be significant due to the limited impact that price has on water demand, however, high premiums pose a challenge in terms of affordability for some sectors of the community such as large families with low incomes. (Comment: This may be contrary to the City's <u>affordability</u> objective).
 - A conservation rate structure is more effective when applied to water and wastewater—but there are public acceptance issues, given that much of the excess use in summer months is related to lawn watering and does not enter the wastewater treatment facilities



Other Considerations

In addition to the increased administrative challenges associated with conservation pricing, one of the most frequently cited problems in municipalities that have implemented conservation pricing is revenue instability.

If consumers respond with a higher-than-expected reduction in water use, conservation will result in reduced revenues and unstable cash flow as many of the operating and capital costs within the City's budget are fixed in nature in that they exist, regardless of the amount of water consumed or sewage treated. Therefore, while a conservation rate structure may reduce volumes consumed, there is not a commensurate reduction on the cost of operations. Further, in considering conservation pricing, the City should consider the impact on low income users. The only conservation rate structure that would meet all the City's goals and objectives is the excess use rate structure, but its effectiveness, given the existing watering restrictions, may not warrant the cost to administer such a complex program.

Summary—Conservation Pricing

The City of Guelph has achieved significant reductions in water usage and water efficiencies through a wide range of existing programs and initiatives including, but not limited to, information and education programs, outdoor watering restrictions, water audits, metering properties, meter replacement strategies, efficiency retrofit rebate programs and leakage detection programs. In comparison to industry standards for conservation initiatives, the City is advanced. A conservation rate structure is <u>not</u> being recommended for the following reasons:

- The presence of advanced conservation measures already in place;
- Declining average consumptions in Guelph, which are lower than average in comparison to other Ontario municipalities;
- Of 80 Ontario municipalities surveyed, this is not a common approach and has not been used elsewhere to reduce the average consumption below the City of Guelph's existing average usage;
- Challenges with respect to some of the City's goals and objectives including affordability, revenue stability and rate predictability; and
- Water demand is not significantly influenced by price.

It is recommended that the City continue to utilize the conservation tools and strategies that have been effectively employed to date and identify other non-rate related strategies that may further promote conservation as part of the City's Water Conservation and Efficiency Strategy Update.



Lifeline/Affordability Program

Introduction

Concern for the ability of residents to pay for water/wastewater services is not new. Although water/wastewater costs are comparatively low in relation to other utility costs (e.g. hydro, gas and cable) and property taxes, it is an essential service. People have little choice on the source of water supply.

The analysis of the need for and appropriateness of a water/wastewater affordability program in the City of Guelph focused on:

- An assessment of water/wastewater costs in Guelph in relation to other municipalities;
- An assessment of the burden on ratepayers in Guelph compared with industry benchmarks, taking into consideration income levels;
- Determining the proportion of the water/wastewater burden in relation to property taxes;
- Identifying other City programs available to address affordability issues; and
- Determining the presence of other water/wastewater affordability programs in Ontario.

Water/Wastewater Cost Comparison

A comparison was made of the cost of water/wastewater services in Guelph in relation to 80 Ontario municipalities. The table to the right reflects the costs in Guelph against the survey average for a residential property consuming 300 m³ annually (2007 average consumption across the survey). The cost in Guelph is lower than neighbouring municipalities, including but not limited to Cambridge, Kitchener, Waterloo, Woolwich and Wellesley.

City of Guelph	\$ 602
Average 80 Ontario	
Municipalities	\$ 702
% lower than average	14%

Water/Wastewater Costs as a % of Income

There are a number of sources which are used to establish a benchmark upon which affordability is measured. The most common approach is to measure water/wastewater costs as a percentage of average income. Depending on the source used, the benchmark typically used is water/wastewater costs of 1.5%-3.0% of household income, beyond which, affordability is questionable. Average water/wastewater costs in the City of Guelph in 2008 as a percentage of average income was 0.7%, well below the industry affordability benchmark range.



Water/Wastewater Burden in Relation to Total Municipal Costs

The table to the right summarizes the average burden on a homeowner to provide a better understanding of the main factors that impact affordability. Water/wastewater costs account for only 14% of the total burden. Property taxes play a much larger role in determining the overall burden on a homeowner and programs directed at property taxes would tend to be more effective in addressing affordability related issues.

Homeowne Burden		Cost	% of total
2007 Property Taxes (238,000 CVA)	\$	3,118	86%
Average Water			
Consumption (250			4.101
(m3)	5	524	14%
Total	\$	3,642	100%

Other Affordability Programs Available in the City

Under the *Municipal Act*, The City *has* a tax deferral program for low-income seniors and persons with disabilities which allows property tax increases of \$300 or more to be deferred. This program has been in place since 1998 and no resident has taken advantage of this program.

Prevalence of Affordability Programs Currently Employed in Ontario

Based on the research undertaken to date, we have identified no Ontario municipalities that are currently employing affordability programs for water/wastewater services. The City of Toronto is currently assessing the need for such a program but has yet to approve recommendations for a water/wastewater affordability program.

Summary—Lifeline Pricing

The development of an affordability program for water/wastewater services is not recommended given that:

- The City's water/wastewater cost of service is relatively low and the City has already implemented a number of strategies and initiatives to reduce consumption and lower costs;
- There are limited affordability issues in Guelph in comparison to other municipalities and against industry benchmarks;
- The cost of the program would be borne by the general ratepayer base;
- Water/wastewater costs at 14% of the total municipal burden is a relatively small component. Programs are available in the City to address the tax related portion for low income seniors and disabled persons. However, there has been no uptake on these programs; and
- No other Ontario municipality surveyed has implemented a program for water/wastewater.



Special Charges and Fees

While the majority of the revenues to support water and wastewater operations are recovered from the water/wastewater rates through consumption and monthly fixed basic service charges, as shown previously, the City has a number of special charges and fees which are taken into consideration prior to establishing their water/wastewater rates. The major special charges and fees that apply to properties within the City of Guelph include:

- Overstrength Surcharges
- Miscellaneous Special Charges and Fees

Overstrength Surcharges

Industries located in Guelph prior to the Sewer Use By-law that were discharging wastewater to the municipal wastewater treatment system, containing contaminant loadings in excess of those normal residential loadings have been grandfathered and are charged an overstrength sewer surcharge.

Overstrength discharge agreements levy charges based on the industrial customer's use of municipal wastewater treatment facilities. These agreements form part of the municipality's overall rate structure. This allows industry to discharge specific treatable substances at concentrations above sewer use by-law limits provided they reimburse the City the additional cost of treatment. This practice is supported by CWWA, to provide equity between classes of customers by fairly establishing charges proportionate to those contributing to the system costs.

The City undertook a detailed analysis of the costs to be allocated to overstrengthing and has included all related operating costs, consistent with the recommendations of CWWA. The City of Guelph also tracks on a monthly basis, the key drivers, in accordance with industry standards. The City has limits for each of the key parameters that drive the cost of service such as biochemical oxygen demand (BOD), suspended solids (SS) and oil and grease (O&G). In each case, the limits established are consistent with CWWA and with other municipalities

that have overstrength service agreements or are more stringent which provides further cost recovery (e.g. oil and grease).

	BOD	TSS	TP	TKN	:0&G
	mg/L	mg/L_	mg/L	mg/L	mg/L
Guelph	300	350	10	100	100
Peel	300	350	10	100	150
Halton	300	350	10	100	150
Hamilton	300	350	10	100	150



In 2006, the City amended its sewer by-law to provide for standard Overstrength Surcharge Agreements (OSA) and approve a new policy for administering OSAs. This amended the fee formula such that the fee is based on the highest load parameter to meet discharge requirements, as is the practice in the Region of Halton, the Region of Peel and the City of Toronto.

In 2008, the revenues estimated to be generated from overstrength agreements is \$688,100. This reduces the total amount to be recovered from the wastewater rates.



The City is following industry recognized practices with respect to charging customers for their respective contribution to overstrength costs. These measures promote fairness and equity within the cost recovery structure. As such, no changes are recommended to the existing overstrength agreements.

Special Water and Wastewater Service Charges

In addition to recoveries through water and wastewater rates, the City of Guelph has a number of special water and wastewater service charges and fees. An analysis of these special service charges and fees was based on the principles that the City will charge water and wastewater user fees and special charges where:

- There is a clear relationship between fees paid by users and the underlying cost to provide the service; or
- There is a clear relationship between fees paid by users and the benefits received by users;
- The customer has a choice as to the extent to which he/she uses the service;
- It is administratively feasible to collect the charge at a reasonable cost; and
- The benefits can be quantified and attributed to the user.

Based on user fee principles and best practice research, and a review of fees charged in other Ontario municipalities of similar size and service portfolio an analysis was undertaken to determine the uniqueness of fees in the City of Guelph as well as to identify fees that are charged in other municipalities that may be appropriate in the City of Guelph.



Proposed Water/Wastewater User Policy

A user pay fee policy is being recommended as currently no policy exists to determine how and when fees should be charged. Policies that require identification of both the cost of the program and the portion of the cost that will be recovered through fees and charges allow stakeholders to develop a better understanding of the cost of services and to consider the appropriateness of established fees and charges. The following provides the recommended User Pay Policy:

- Establishing Fees—The following general concepts will be used in developing and implementing service charges:
 - 1. Revenues should not exceed the reasonable cost of providing the service.
 - 2. Cost recovery goals should be based on the total cost of delivering the service, including direct costs, departmental administration costs, and organization-wide support costs such as accounting, personnel, data processing, vehicle maintenance and insurance.
 - 3. The method of assessing and collecting fees should be as simple as possible in order to reduce the administration cost of collection.
 - 4. The fee structure should be sensitive to the "market" for similar services as well as to smaller, infrequent users of the service.
- Comparability With Other Communities—In setting special fees and charges in water/ wastewater, the City will consider fees charged by other agencies. Surveying the comparability of the City's fees to other communities provides useful background information in setting fees for several reasons:
 - 1. They reflect the "market" for these fees and can assist in assessing the reasonableness of Guelph's fees.
 - 2. If prudently analyzed, they can serve as a benchmark for how cost-effectively Guelph provides its services.

However, fee surveys should never be the sole or primary criteria in setting City fees as there are many factors that affect how and why other communities have set their fees at their levels.

 Ongoing Review—Fees will be reviewed and updated on an annual basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery.



Changes to Existing Fees

- After Hour Shut on/offs—It is recommended that the City move to a standardized fee, to be included in the by-law, calculated using an average cost of service approach. An analysis of all after hour turn on/off charges in 2007 reflected the same staff time was allocated to each invoice but a different cost allocation was used depending on the vehicle that was used by the employee. An average approach is recommended to improve equity and streamline administrative costs. Further, these costs should be updated to include administrative overhead allocation.
- Update Meter Installation Fees—The fees for meter installation should include all direct and indirect costs.
- Interest Charges—It is recommended that all special fees and charges be subject to the same overdue interest rates as those charged for overdue water/sewer accounts and other City user fees. While there is no formal corporate wide policy, the City's terms of payment are net 21 days. Water/sewer accounts are charged 1.5% per month. This should apply to all special fees and charges and be included in the invoices and the by-law to improve consistency.

Proposed New Fees Where Service is Already Provided by Hydro on Behalf of the City

There are a number of areas where the hydro service provider, on behalf of the City, is not charging a fee for service. If a fee is put in place, the cost of the City's contract to provide billing, reading and customer service may be reduced, resulting in lower revenue recovery requirements for the water/wastewater rates.

The following summarizes possible fees that should be considered:

- Final Reads This is generally ordered by a property owner before a move. As this is a special service, a number of municipalities charge for this service.
- Account Status Certificates This is a certificate that is requested by a lawyer upon transferring ownership of properties.
- New Account Charge This is charged to recover the administrative costs associated with setting up a new account.

A review by the hydro provider was initiated on April 28, 2008 to ensure that this administrative support is available to implement these fees and to make the appropriate adjustments to the City's contract.



Proposed New Fees Where Service is Already Provided by the City

 Regular Hour Shut on/offs - The City is not charging for shut on/offs that are completed during normal business hours (8:00am – 4:00 pm). Based on estimates provided by the City, there are 750-1,000 regularly scheduled shut on/offs annually during regular business hours. Charging for regular hour shut on/offs is a common practice in the majority of other municipalities surveyed. Based on an estimation of the fee, using 2007 data and assuming similar volumes of activity, this would generate annual revenues in the range of \$41,000-\$55,000.



Next Steps

Public Consultation—As part of the review process, public consultation is being solicited to review the draft recommendations as contained in this report as part of phase one. An open house session is planned for June 26, 2008, which would include a brief presentation by the consultants, followed by an opportunity to ask questions, seek further clarification.

Update Draft Report—Upon receiving feedback from the public, the consultants will summarize the comments and undertake further analysis, as required. Upon completion of the consultation, BMA will update this draft report. This will also include the development of a 50 year model and will incorporate the findings of other City studies such as the Water Supply Master Plan, the Master Servicing Study, the DC Update Study, PSAB requirements, MOE Financial Plan requirements and the City's Infrastructure Maintenance Program.

Phase Two—Many municipalities, including the City of Guelph are facing increasing infrastructure backlogs, funding gaps, and increasing financial pressures in infrastructure management. These challenges have been driven by several trends over the last decade, including:

- ageing infrastructure facilities that create large needs for capital replacement, renewal, and rehabilitation;
- environmental and public health issues, which demand new investments for higher service levels;
- limited ability to raise funds from property taxes, due to resistance to increases in property taxes; and
- resulting competition for resources (tax revenues), from other municipal responsibilities.

A stormwater management program cannot be successful without a consistent, dedicated source of revenue on which it can rely. Historically, in most Ontario municipalities stormwater management has been financed with general revenue from property taxes, but these taxes, have proven to be undependable and inadequate as stormwater programs must compete against other programs and services for funding. The declining infrastructure in many cities, highlighted by many national studies and reports, shows stormwater service has been particularly hard hit. When funded through property taxes, most municipalities lack adequate funds for infrastructure improvements, repairs, maintenance and other stormwater management programs.

Another approach is to fund stormwater management through a utility model, to distribute the costs among owners of properties in proportion to some estimate of the amount of runoff from their properties, or their relative contribution to the cost of operations. As part of phase two, BMA will prepare a report on the pros and cons associated with establishing a Stormwater Management Utility.



Appendix A—Existing Water/Wastewater Rate Structure (2008)

	Water (\$/m ³)	Wastewater (\$/m3)
Current Consumption Rate	\$0.82	\$0.88
	Water Basic Service Charge	Wastewater Basic Service
Water Meter Size	\$/day	Charge \$/day
5/8 "	\$0.15	\$0 <u>.23</u>
3/4 "	\$0.15	\$0.23
1 "	\$0.21	\$0.38
1 1/2 "	\$0.58	\$0.99
2 "	\$1.24	\$2.20
3 "	\$2.61	\$4.47
4 "	\$4.51	\$7.99
6 "	\$8.44	\$15.00
8 "	\$14.69	\$26.42
10 "	\$24.24	\$44.02
	WE1.61	

Already Plan to implemented implement Comments Measure LEVEL 1 MEASURES Universal metering X Water is metered at source. Source-water metering \mathbf{X} The vast majority of properties in the City are metered Service-connection metering City has ongoing review to identify and reduce unmetered public X water use Meter public-use water Meters are read on a bi-monthly basis for residential and monthly for Fixed-interval meter reading × non-residential large users City repairs or replaces meters found to be inaccurate. Currently replaces 400 meters annually X Test, calibrate, repair and replace meters Water accounting and loss control X The City accounts for water usage at the source and retail level Account for water The City has a target of 10% unaccounted for water, with current \mathbf{X} levels at 13% Analysis of unaccounted for water X Completed annually by waterworks staff following IWA protocol Water system audit Leak detection and repair strategy х X City fixes leaks found. Waterloss Mitigation Strategy output X Loss-prevention program Watermain lining and infrastructure replacement program in place. Costing and Pricing × The City sets the rates based on full cost of service Cost-of-service accounting Uniform rate structure with a fixed component recovers cost based \mathbf{X} \mathbf{X} on usage User charges Some information is available by the City but additional information х is also available through Hydro and is provided monthly. Cost analysis Plan to reduce a further 10% by 2010 through Conservation and Information and Education Efficiency Strategy X City's water bill is straightforward and easy to understand Understandable water bill Significant information is available through the City's website and various programs are available to promote conservation. Bulletins X are regularly developed Information available × City's water bill is straightforward and easy to understand Informative water bill × Water-bill inserts Used occassionally School groups are often hosted at Waterworks. Every year City X participates in Waterloo-Wellington Children's Groundwater Festival. School program х Strong public education and awareness program is on-going. Public-education program × Water Efficient Gardening Workshops available Green Plan Steering Committee advises Council on Water Workshops Advisory committee х Conservation and other issues.

Appendix B—Conservation Strategies Worksheet



Appendix B—Conservation Strategies Worksheet

Distribution of retrofit kits E Targeted programs E Pressure management E System pressure regulation E Landscape efficiency E Promotion of landscape efficiency E LEVEL 3 MEASURES E	۵		Capacity "Buy Back" program is in place. Water Audits are reimbursed if business moves forward with efficiency recommendations. Rebates are also issued based on m3/day
Water-use audit Image: Selective end-use audits Image: Sel	۵		Capacity "Buy Back" program is in place. Water Audits are reimbursed if business moves forward with efficiency recommendations. Rebates are also issued based on m3/day
Audits of large-volume users Image: Constraint of large-volume users Image: Constraint of large-volume users Landscape audits Image: Constraint of large-volume audits Image: Constraint of large-volume audits Retrofits Image: Constraint of large-volume audits Image: Constraint of large-volume audits Retrofit kits available Image: Constraint of large-volume audits Image: Constraint of large-volume audits Targeted programs Image: Constraint of large-volume audits Image: Constraint of large-volume audits Pressure management Image: Constraint of large-volume audits Image: Constraint of large-volume audits Level 3 MEASURES Image: Constraint of large-volume audits Image: Constraint of large-volume audits	۵		reimbursed if business moves forward with efficiency recommendations, Rebates are also issued based on m3/day
Audits of range-volume users 2 Landscape audits 2 Selective end-use audits 2 Retrofits 2 Retrofit kits available 2 Distribution of retrofit kits 2 Targeted programs 2 Pressure management 2 System pressure regulation 2 Landscape efficiency 2 Promotion of landscape efficiency 2 LEVEL 3 MEASURES 2	۵		
Selective end-use audits 3 Selective end-use audits 3 Retrofits 3 Retrofit kits available 3 Distribution of retrofit kits 3 Targeted programs 3 Pressure management 3 System pressure regulation 3 Landscape efficiency 3 Promotion of landscape efficiency 3 LEVEL 3 MEASURES 3			
Selective end-use addits	<u>(</u>]		Landscape audit program initiated in 2008.
Retrofits Image: Constraint of the second secon			ICI and City facility audit programs exist.
Retrofit kits available E Distribution of retrofit kits E Targeted programs E Pressure management System pressure regulation Landscape efficiency E Promotion of landscape efficiency E LEVEL 3 MEASURES E			
Pressure management Image: Control of Control o			
Distribution of retrofit kits C Targeted programs E Pressure management S System pressure regulation E Landscape efficiency E Promotion of landscape efficiency E LEVEL 3 MEASURES	د ا		Indoor/Outdoor water wise kits are distributed through various means (City Hall, special events, etc.)
Targeted programs E Pressure management Image: System pressure regulation System pressure regulation Image: System pressure regulation Landscape efficiency Image: System pressure regulation Promotion of landscape efficiency Image: System pressure regulation Level 3 MEASURES Image: System pressure regulation	ব		
Pressure management	<u>ــــــــــــــــــــــــــــــــــــ</u>		Many water conservation programs exist currently (toilet rebate program, front-loading washer pilot).
System pressure regulation			
System pressure regulation			
Landscape efficiency Promotion of landscape efficiency LEVEL 3 MEASURES	X		Pressures in normal range
Promotion of landscape efficiency			
		1	an an an ann an airte an Anna Anna Anna Anna Anna Anna Anna an
LEVEL 3 MEASURES	×		
Replacement and Promotions			
Rebates and Incentives	x		City offers a rebate program for the replacement of existing toilets with water efficient toilets. Royal Flush Rebate Program
	x		City has front-loading washer pilot program in effect for single and multi-residential units.
FIDINDIION OF New technologics			
Reuse and Recycling	· .	and the second second	
	X		Site specific application considered through Capacity Buyback Program
	X		Site specific application considered through Capacity Buyback
Large-volume inigation applications	n i		Investigating the potential of grey water recycling.
Selective residential applications	<u> </u>		
Water-Use Regulation	· · · · · · · · · · · · · · · · · · ·		
			The Outside Water Use Program has three levels that affect residential outside water use and a fourth level that primarily affects
Water-use standards and regulations	×		commercial water use. Program levels are triggered by dry weather
Requirements for new developments			Building code requires low flow toilets, faucet aerators, low flow showerheads

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, June 6, 2008
SUBJECT	Noise Control By-law Exemption Request for Festival Italiano
REPORT NUMBER	08-64

RECOMMENDATION

"THAT Report 08-64 regarding a noise by-law exemption request on behalf of Festival Italiano for Friday July 4 to Sunday July 6, 2008, from Community Design and Development Services, dated June 6, 2008, BE RECEIVED and;

THAT an exemption from Schedule A of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the Festival Italiano including the amplification of music and speech and the operation of midway rides and generators between the hours of 11:00 a.m. to 11:00 p.m. and crowd noise from 11:00 p.m. to 1:00 a.m., from July 4th to July 6th, 2008, BE APPROVED."

BACKGROUND

The Italian Canadian Club of Guelph will be holding the 15th annual Festival Italiano at their property located at 135 Ferguson Street in Guelph. The bulk of the activities will be taking place within their parking lot located directly to the north of the Club. The parking lot is bounded by Ferguson Street to the south, Elizabeth Street to the north and residential properties to the east and west. The Festival Italiano will commence at 4:00 p.m. on Friday, July 4th and conclude at 8:00 p.m. on Sunday, July 6th, 2007.

REPORT

The annual Festival Italiano will feature a midway and an entertainment tent. The midway and entertainment tent will have amplified music and speech. There will also be a large generator in operation to provide power for the rides and musical equipment. The midway, generator and entertainment tent will be in operation from 4:00 p.m. to 11:00 p.m. on July 4th, from 12:00 p.m. to 11:00 p.m. on July 5th and from 11:00 a.m. to 8:00 p.m. on July 6th. The crowds will be dispersed not later than 1:00 a.m on July 4th and 5th and by midnight on July 6th. There will

be two Police Officers in attendance from 9:00 p.m. to 1:00 a.m. on July 4th and 5th and from 8:00 p.m. to midnight on July 6th.

Because the Festival Italiano is located in a "residential" area as defined in Schedule B of Noise Control By-law (2000)-16366, as amended, the noise associated with amplified music or speech is prohibited at all times. The noise associated with the operation of a generator or other machinery is prohibited between 9:00 p.m. to 7:00 a.m. (9:00 a.m. on Saturdays, Sundays and holidays). The noise associated with yelling, shouting or the like (crowd noise) is prohibited between 11:00 p.m. to 7:00 a.m. (9:00 a.m. on Saturdays, Sundays and holidays).

An annual meeting with members of staff, City Councillors, representatives of the Italian Canadian Club, concerned citizens and representatives of Police Services will be scheduled before the Festival in order to outline any concerns and potential improvements for this years Festival.

If approved by this Committee, then public notice of this noise exemption request will be advertised in the Guelph Tribune on June 13^{th} , 2008 (see Schedule "A").

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

ATTACHMENTS

Schedule "A"- Public Notice

Prépared By: Pat Sheehy Senior By-law Administrator 837-5616 ext. 2388 patrick.sheehy@guelph.ca

LGL

Récommended 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

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SCHEDULE "A"

PUBLIC NOTICE

Noise Control By-law Exemption

Notice is hereby given that an application is being made by the Italian Canadian Club for Festival Italiano to Guelph City Council for an exemption to the City of Guelph Noise Control By-law (2000)-16366, as amended which prohibits amplified sound at all times; the operation of machinery between the hours of 9:00 p.m. to 9:00 a.m. and crowd noise and between the hours of 11:00 p.m. to 9:00 a.m. The applicant, the Italian Canadian Club, 135 Ferguson Street, Guelph, is requesting an exemption as follows:

"An exemption from Schedule A of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the Festival Italiano including the amplification of music and speech and the operation of midway rides and generators between the hours of 11:00 a.m. to 11:00 p.m. and crowd noise from 11:00 p.m. to 1:00 a.m., from July 4th to July 6th, 2008."

The Italian Canadian Club of Guelph will be holding the 15th annual Festival Italiano at their property located at 135 Ferguson Street in Guelph. The bulk of the activities will be taking place within their parking lot located directly to the north of the Club. The parking lot is bounded by Ferguson Street to the south, Elizabeth Street to the north and residential properties to the east and west. The Festival Italiano will commence at 4:00 p.m. on Friday, July 4th and conclude at 8:00 p.m. on Sunday, July 6th.

The Festival Italiano will feature a midway and an entertainment tent. The midway and entertainment tent will have amplified music and speech. There will also be a large generator in operation to provide power for the rides and musical equipment. The midway, generator and entertainment tent will be in operation from 4:00 p.m. to 11:00 p.m. on July 4th, from 12:00 p.m. to 11:00 p.m. on July 5th and from 11:00 a.m. to 8:00 p.m. on July 6th. The crowds will be dispersed not later than 1:00 a.m on July 5th and 6th and by midnight on July 7th. There will be two Police Officers in attendance from 9:00 p.m. to 1:00 a.m. on July 4th and 5th and from 8:00 p.m. to midnight on July 6th.

The application will be presented to Guelph City Council on June 23, 2008 in the Council Chambers, City Hall, 59 Carden Street, Guelph at 6:30 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 Joyce Sweeney, Council Committee Co-ordinator, City Hall, 837-5603, no later than June 18, 2008. If you are unable to attend the Council meeting and wish to comment, please feel free to send your comments to Joyce Sweeney, Council Committee Co-ordinator, in written form, no later than June 18, 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.

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, June 06, 2008
SUBJECT	Proposed Demolition of 475 McWilliams Road, Ward 6,
REPORT NUMBER	Guelph 08-68

RECOMMENDATION

THAT the proposed demolition of the house and outbuildings at 475 McWilliams Road, BE APPROVED.

BACKGROUND

An application to demolish the existing detached dwelling and barn at 475 McWilliams Road has been received by Community Design and Development Services.

The land where the farmstead is situated is in the Hanlon Creek Business Park (HCBP) and is zoned B.5 (Corporate Business Park). The plan to demolish the house was not explicitly stated in the previous planning reports to Council.

The house and barn are on the City's Heritage Inventory both for their age and their association with the McWilliams family. Heritage Guelph reviewed the site during the year 2000 when the Official Plan Amendment and Zoning Amendments for the creation of the business park were first initiated. After that review, Heritage Guelph confirmed there were no issues with the future removal of the farmstead at 475 McWilliams.

Heritage Guelph has been informed of the recent demolition application, has visited the site and asked that a photographic record be completed as well as appropriate salvage be undertaken to recover the usable material and artifacts from the site. Heritage Guelph's motion of March 26, 2007 is attached as Schedule 3. The house has been significantly altered over its lifetime and both it and the barn are in extremely poor condition. The owner has provided the photographic record and has agreed to recycle usable materials from the site where appropriate.

REPORT

The City's Demolition Control By-law was passed under the authority of Section 33 of the Planning Act. The By-law is intended to help the City "...retain the existing stock of residential units and former residential buildings in the City of Guelph." Section 33 of the Planning Act allows that Council's decision may be appealed by the applicant to the Ontario Municipal Board. In addition, an applicant may appeal if there is no decision within 30 days of application.

The approval of the application is recommended as it was an anticipated outcome of implementing Hanlon Creek Business Park.

CORPORATE STRATEGIC PLAN

Goal 3: A diverse and prosperous local economy.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Heritage Guelph

COMMUNICATIONS

N/A

ATTACHMENTS

Schedule 1 – Location Map Schedule 2 – Site Photographs Schedule 3 -- Heritage Guelph Motion

Prepared By: Ian Panabaker Heritage & Urban Design Planner (519) 837-5616 x2475 ian panabaker@guelph.ca

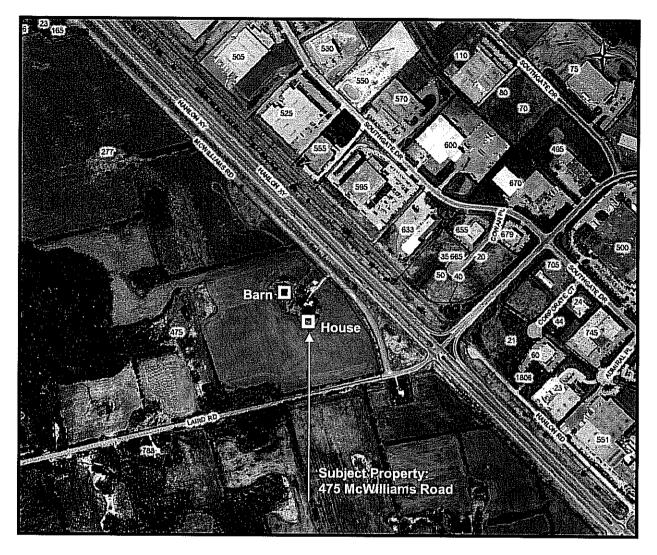
isil **Recommended By: Recommended By:**

Recommended By: Marion Plaunt Manager of Policy & Urban Design (519) 837-5616 x2426 marion.plaunt@guelph.ca

Recommended By: James N. Riddell Director (519) 837-5616 x2361 jim.riddell@guelph.ca

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SCHEDULE 1 - LOCATION MAP



SCHEDULE 2 - SITE PHOTOGRAPHS (1993)





SCHEDULE 3 – Heritage Guelph Motion -- March 26, 2007

"THAT, as this property was reviewed by Heritage Guelph in 2000 and was not recommended for designation at that time, the committee has no objection to demolition of the farmhouse and outbuildings located at 475 McWilliams Road subject to the following conditions:

- 1. THAT prior to demolition permit issuance, a photographic record, capturing both the context of the farm and recording each structure, photographs labeled and keyed to a site plan, be provided to Heritage Guelph for archival record;
- 2. AND THAT the owner agree to undertake the salvage of materials on the site including, but not limited to:
 - the barn structure timbers;
 - the Cockshutt seed drill currently stored in the driveshed;
 - architectural elements such as the older doors and windows which are of salvageable condition."

COMMITTEE REPORT



Community Development and Environmental Services Committee
Community Design and Development Services Friday, June 06, 2008
Amendment of Designating By-law: 1 Carden Street, New City Hall
08-67

RECOMMENDATION

THAT the report dated June 06, 2008 regarding an amendment to the designation by-law for 1 Carden Street, be received;

AND THAT By-law (1998)-15716, being a by-law to designate portions of the building known as 1 Carden Street (New City Hall) under the Ontario Heritage Act, be amended to include the full extent of the restored Provincial Winter Fair wall;

AND THAT the amending by-law be brought before City Council for approval following the thirty (30) day objection period.

BACKGROUND

In 1998, as the City was decommissioning Memorial Gardens and preparing to develop the design of the New City Hall on the site, sections of the original Provincial Winter Fair were designated under the Ontario Heritage Act. (See Attachment 1 - By-law (1998)-15716).

At that time only the sections of the building that were visible were identified in the Schedule attached to the by-law. Subsequent investigations resulted in the confirmation that the Carden Street façade still existed under the Memorial Gardens cladding.

The design of New City Hall incorporated the restoration of the front wall, which is now one of the main signatures of the new building.

REPORT

Staff and Heritage Guelph are recommending that the 1998 designation by-law be amended to reflect the true extent of the heritage fabric retained by the City in the new project. (See Attachment 2 - Proposed Schedule "C") The original by-law's written description of the protected elements is not altered as it was written broadly enough to cover the whole of the work.

The designation plaque for the property, being commissioned for the opening ceremonies in October, will reflect both the 1998 and 2008 designation dates.

CORPORATE STRATEGIC PLAN

#4 - A vibrant and valued arts, culture and heritage identity

FINANCIAL IMPLICATIONS

None

DEPARTMENTAL CONSULTATION

Heritage Guelph: Supported the recommendation at their April 28, 2008 meeting. Information Services

COMMUNICATIONS

As per OHA, S(30.1)(2) clarification or correction of a property's heritage attributes requires that Council give the owner (in this case, Council) written notice of the proposed amendment.

Following a 30 day objection period, Council may pass the amending by-law.

ATTACHMENTS

Attachment 1 - Existing By-law (1998)-15716 Attachment 2 - Proposed Amending By-Law (2008)-XXXXX

Prepared By: Ian Panabaker Heritage & Urban Design Planner (519) 837-5616 x2475 ian.panabaker@mac.com

Recommended By: Marion Plaunt Manager of Policy & Urban Design (519) 837-5616 x2426 marion.plaunt@guelph.ca

Rec

Paul Ross Chair, Heritage Guelph

Recommended By: James N. Riddell Director (519) 837-5616 x2361 jim.riddell@guelph.ca

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Newsome and Gilbert, Form LF1333 (1/85)

April, 1985

ATTACHMENT

Schedule A-1

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Box 6 - Description

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That part of Market Place according to the Canada Company Survey, Registered Plan No. 8, bounded on the north by Carden Street, on the east by Wyndham Street, on the south by the Canadian National Railway and on the west by Wilson Street, in the City of Guelph, in the County of Wellington.

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THE CORPORATION OF THE CITY OF GUELPH

By-law Number (1998)-15716

A by-law to designate portions of the building on property known as 1 Carden Street as a building of architectural and historical significance.

The Council of the Corporation of the City of Guelph, ENACTS AS FOLLOWS:

WHEREAS the Ontario Heritage Act, R.S.O. 1990, Chapter 0.18, authorizes the Council of a municipality to enact by-laws to designate real property, including all the buildings and structures thereon, or portions thereon, to be of historical or architectural value or interest; and

WHEREAS the Council of the Corporation of the City of Guelph has caused to be served upon the owners of the lands and premises known as 1 Carden Street notice of intention to designate portions of the aforesaid real property and has caused such notice of intention to be published in a newspaper having general circulation in the municipality;

WHEREAS the reasons for designation are set out in Schedule "B" hereto; and

WHEREAS no notice of objection to the said property designation has been served upon the clerk of the municipality;

THEREFORE, the Council of the Corporation of the City of Guelph ENACTS AS FOLLOWS:

- 1. There is designated as being of architectural and historical value and interest under Part IV of The Ontario Heritage Act, R.S.O. 1990, Chapter 0.18, portions of the building on property known as 1 Carden Street to the extent more particularly described in Schedule "C" to this By-law.
- The City Solicitor is hereby authorized to cause a copy of this by-law to be registered against the property described in Schedule "A" to this By-law in the proper land registry office.
- 3. The City Clerk is hereby authorized to cause a copy of this by-law to be served upon the owners of the aforesaid property and upon the Ontario Heritage Foundation and to cause notice of this by-law to be published in a newspaper having general circulation in the City of Guelph.

PASSED on this SIXTH day of APRIL, 1998.

OUNGGMAYOR ES - CITY CLERK S G o be a true copy of of th INE TO the set the seal of The Centy totalgli and the hand of solal Corpo this. Deputy Clerk

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SCHEDULE "A" BY-LAW (1998)-15716

That part of Market Place according to the Canada Company Survey, Registered Plan No. 8, bounded on the north by Carden Street, on the east by Wyndham Street, on the south by the Canadian National Railway and on the west by Wilson Street, in the City of Guelph, in the County of Wellington.

:

SCHEDULE "B" By-law Number (1998) -15716

STATEMENT OF REASONS FOR DESIGNATION

PROVINCIAL WINTER FAIR BUILDING/FIRE HALL 1 Carden Street

This stone structure is the remaining western section of the building erected in 1900 to house the Ontario Provincial Winter Fair. As early as the 1850's, Wellington County was noted as the centre of the stockbreeding industry in Ontario and the Guelph Fat Stock Club, in particular, was held in high regard. As a result, Guelph was known as the "Smithfield of Canada" after the famous meat and cattle market in London, England. Guelph became the permanent home of this annual agricultural fair in 1900 after hosting it's predecessor, the Provincial Christmas Fat Stock Show and Sale many times during the 1880's and 1890's. The original two storey limestone building, funded by the Government of Ontario and the City of Guelph, covered over an acre and stretched from City Hall to Wilson Street. It was characterized by three cupolas and three sets of large doors on the Carden Street facade. Local builder Thomas Dobbie was responsible for the stone work. The north-westerly portion of the building, which remains today, served as the City's Fire Hall between 1900 and 1971.

Due to the success of the fair, a section of the building along Wilson Street was raised one storey in 1902 and a major addition was made to the front of the building in 1909, extending it out to Carden Street. Horse barns, connected to the main building by a tunnel under the railway tracks, were constructed on Freshfield Street in 1911. Between fairs the building accommodated a weekly farmer's market, and during both World Wars it was used as a military barracks and training facility.

The Ontario Provincial Winter Fair continued until World War II, after which, efforts to revive it failed, mainly due to competition with the Royal Agricultural Winter Fair in Toronto, which was established in 1922. Most of the original building was demolished in order to construct Guelph Memorial Gardens, which opened on November 11, 1948. The 1909 addition was removed in 1968.

The designation covers the entire Carden Street and Wilson Street facades of the remaining stone building including all door and window openings and the roofline. Also included in the designation are the one-storey, exposed rear (south) and east stone walls at the back of the site.

1

SCHEDULE "C" By-law Number (1998) - 15716 ELEMENTS OF PROPERTY BEING DESIGNATED 1 Carden Street

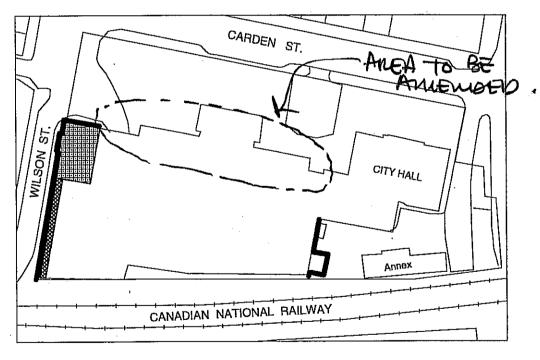
The designation applies only to:

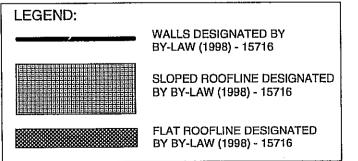
- 1. The Carden Street and Wilson Street stone facades of the building;
- 2. All window and door openings on the designated walls of the building;
- 3. The roofline over the northwesterly section of the building and the one (1) metre wide portion of the flat roofline that runs parallel to Wilson Street;
- The one-storey, exposed rear (south) and easterly stone walls at the rear of the site,

all as illustrated on the diagram below.

The designation excludes any interior elements of the building.

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





SCHEDULE "C" By-Law Number (2008)-XXXXX

ELEMENTS OF PROPERTY BEING DESIGNATED 1 Carden Street

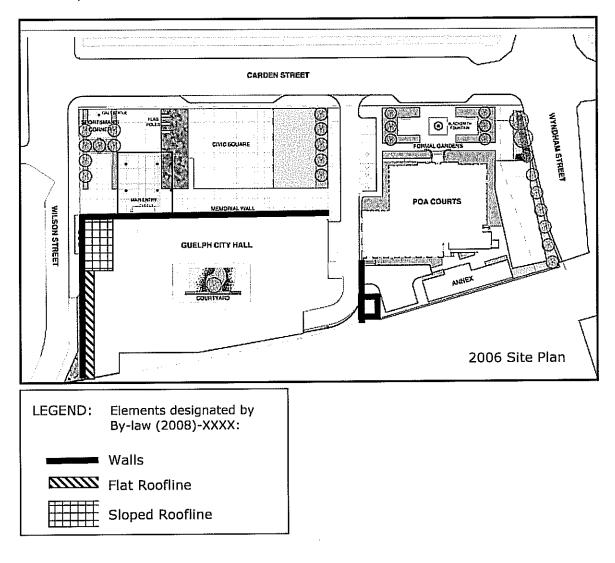
The designation applies only to:

- 1. The Carden Street and Wilson Street stone facades of the building;
- 2. All window and door openings on the designated walls of the building;
- The roofline over the northwesterly section of the building and the one (1) metre wide portion of the flat roofline that runs parallel to Wilson Street;
- 4. The one-storey, exposed rear (south) and easterly stone walls at the rear of the site,

all as illustrated below.

The designation excludes any interior elements of the building.

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



COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services June 06, 2008
SUBJECT	Heritage Redevelopment Reserve Application "Stelle", 9 Douglas Street
REPORT NUMBER	08-50

RECOMMENDATION

THAT, subject to the final form and content of the agreement being satisfactory to the Director of Community Design and Development Services and the City Solicitor, the Mayor and City Clerk are authorized to execute a Financial Assistance Agreement in substantially the form attached as Schedule 2 and to an upset limit of \$2,670 per year for ten years following the completion of the restoration project in accordance with the Heritage Redevelopment Reserve Policy, to assist in the retention and restoration of the heritage elements at 9 Douglas Street.

BACKGROUND

9 Douglas Street was the fourth property damaged as part of the 2007 Easter fire which destroyed the Gummer and Victoria Hotel. While not being directly part of the fire, the building was severely damaged by smoke and water.

The shell of the building remains, however all the interior finishes were lost, including mechanical and electrical systems. As well, a new roof was required immediately. Significant mould and humidity problems occurred following the fire.

The current business "Stelle" bought the building in 2005 and undertook recent upgrades. Since the fire, the owners have been dealing with insurance and environmental remediation and work on restoring the interior started in March 2008.

The building, dating from the 1870s, was built as an undertaker's establishment operated by John Mitchell, and then his son, Arthur Mitchell, for over 60 years. The front and rear elevations are stone, with a cut-stone street façade and rubble stone rear elevation. The side wall exposed to the parking lot, where previously a house had been, is brick, and was covered over in stucco 2005/6.

REPORT

The owners have requested consideration under the Heritage Redevelopment Reserve Policy. Staff are recommending that the property is eligible for funding through the policy. As per the policy, the owners have confirmed that they are willing to have the property designated under the Ontario Heritage Act and that a Heritage Easement Agreement be entered on title of the property to further protect the designated elements.

The funding recommendation is based on the following calculation:

Allowable Costs:

100% of heritage retention	\$7,500	(work on facade)
50% compatible new work	\$6,882	(new roof)
	\$6,158	(interior finishes)
100% site remediation	\$23,000	(mould remediation)
50% consultants / testing	\$5,000	-
TOTAL Eligible Costs:	\$48,540	

Property Tax difference (Municipal portion only):

Predevelopment (Post-Fire Condition 2007)	
(CVA Assessment \$80k @ 1.924%):	\$1,540
Post Redevelopment_	
(MPAC Re-assessment Est. \$219k @ 1.924%):	<u>\$4,210</u>
Difference:	\$2,670

Proposed Heritage Redevelopment Investment:

\$2,670 x 10 years (maximum time) = **\$26,700**

Because of the small size of the property and the fact that the building was not destroyed (unlike the Gummer/Victoria) the tax increment difference between the 'pre' and 'post' redevelopment is relatively small. Staff are recommending that a ten year payout of \$2,670 be provided, which is the maximum the policy can provide but which does not cover all the eligible costs. The Heritage Redevelopment Reserve has funds available for the application.

Staff note that now that the Gummer/Victoria project has purchased the West End Bakery (which will be addressed in a subsequent report) and with this assistance for 9 Douglas Street, all the properties that were directly affected by the Easter 2007 fire will be restored and protected through designation under the Ontario Heritage Act.

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

There are sufficient resources in the Heritage Redevelopment Reserve at the current level of funding to accommodate this request. See attachment 3.

DEPARTMENTAL CONSULTATION

Finance Legal Services Heritage Guelph: Supported the application at their March 10, 2008 meeting.

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment 1 -- Location Plan & Photo Attachment 2 -- Draft Financial Assistance Agreement Attachment 3 -- Heritage Redevelopment Reserve 10 Year Forecast

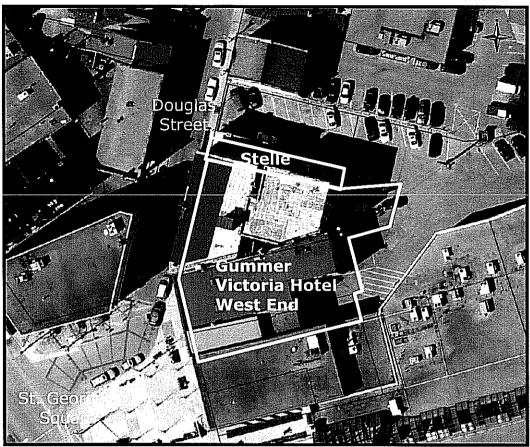
Prepated By: Ian Panabaker Heritage & Urban Design Planner (519) 837-5616 x2475 ian.panabaker@guelph.ca

Recommended By: Marion Plaunt Manager of Policy & Urban Design (519) 837-5616 x2426 marion.plaunt@guelph.ca

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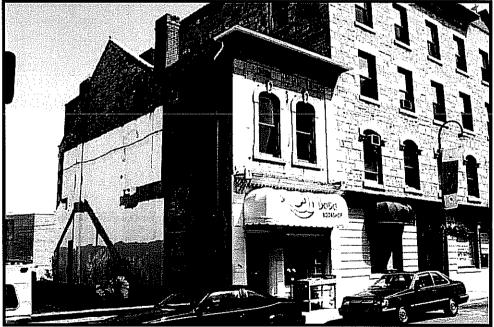
Recommended By: James N. Riddell Director (519) 837-5616 x2361 jim.riddell@guelph.ca

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Attachment 1 -- Location Plan & Photo

Aerial Photo -- April 2006



Heritage Inventory Photo -- June 1, 1995

FINANCIAL ASSISTANCE AGREEMENT

THIS AGREEMENT made this

day of

2008.

BETWEEN:

THE CORPORATION OF THE CITY OF GUELPH

(hereinafter referred to as the "City")

- and -

Stelle [Ella and Robert Ward]

(hereinafter referred to as the "Developer")

RECITALS:

- A. WHEREAS the Developer owns the lands and buildings known municipally as 9 Douglas Street, commonly known as "Stelle" more particularly described in Schedule "A" herein and hereinafter referred to as the "Property";
- B. **AND WHEREAS** the Developer is proposing to restore the Property as a commercial building;
- C. **AND WHEREAS** the City has established a Heritage Redevelopment Reserve Policy ("Policy") and a Heritage Redevelopment Reserve to assist o'evelopers in the redevelopment of heritage resources in the City;
- D. **AND WHEREAS** the City considers the proposed redevelopment to be consistent with the Policy and with the infill, intensification and heritage retention policies of its Official Plan, and has agreed to provide financial assistance under the Ontario Heritage Act to help offset the cost of retaining and restoring the heritage elements of the proposed redevelopment;

NOW THEREFORE in consideration of the foregoing and in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the parties hereto agree as follows:

1. <u>Heritage Redevelopment Reserve</u>

- 1.1. As part of its restoration and redevelopment of the Property, the Developer agrees to retain and restore the existing heritage resources and will carry out the following work in respect of the Property:
 - a) restoring the masonry structure, including selective demolition;
 - b) restoring and maintaining the stone façade;
 - c) restoring the ground floor shopfront and entrance on Douglas Street;
 - d) improvements and upgrades to new elements to ensure compatibility with existing heritage features.
- 1.2 The Developer further agrees that:
 - a) the Developer shall develop the Property in accordance with the approved Building Permit 2007-005488PR, and;
 - any proposed changes or amendments to the Building Permit shall not be implemented unless and until approved by the City's Director of Community Design and Development Services prior to the issuance of any alterations to the permits, in respect of the Property, and;

- c) the execution of this Agreement by the City shall be without prejudice to and shall not be deemed to give any assurances that approvals will be given in respect of site plan, building permit or any other development approvals application processes.
- 1.3 Financial assistance:
 - a) The City agrees to provide financial assistance to the Developer in connection with the Work set out in Paragraphs 1.1 and 1.2 herein, to an amount not to exceed \$26,700, with the timing of such financial assistance as set out in Clause 1.7 herein.
 - b) The Developer represents and warrants the accuracy of the detailed cost estimates provided by the Developer to the City on March 10, 2008, for the Work set out in Paragraphs 1.1 and 1.2 herein.
 - c) The parties agree that financial assistance from the City shall not exceed the upset limit amount in Paragraph 1.3(a) of this Agreement. Reconciliation of the financial assistance will be required in the event that actual costs for the Work set out in Paragraphs 1.1 and 1.2 are less than the maximum amount of financial assistance identified in Paragraph 1.3(a). In the event that actual costs are less than the upset limit amount of financial assistance stated in Paragraph 1.3(a), the total amount of financial assistance and annual payments shall be adjusted accordingly, to the satisfaction of the City.
- 1.4 For the purposes of this Agreement, "Complete" and "Completion" mean that the Developer has provided, to the satisfaction of the Director of Community Design and Development Services, the following:
 - a. written confirmation that all work carried out under all Building Permits for the redevelopment have passed final Building Permit Inspection by the City;
 - b. a statement from the City's Director of Finance showing all property taxes paid to date;
 - c. the invoices and accounting for the construction expenditures on the Work set out in Paragraphs 1.2 and 1.2 and that the reconciliation provided for in Paragraph 1.3(c) has been completed to the satisfaction of the City; and,
 - d. that this Agreement and related agreements are in good standing.
- 1.5 The Developer agrees to the designation of the Property pursuant to the provisions of Part IV of the *Ontario Heritage Act*, as more particularly set out on the attached **Schedule "B"**. The designation by-law to be registered against the Property prior to Completion.
- 1.6 The Developer agrees to provide to the City a heritage easement satisfactory to the City over the designated elements pursuant to Section 37 of the *Ontario Heritage Act*. The easement shall be entered into and registered against the Property prior to Completion.
- 1.7 a) Financial assistance payments shall be made by the City as follows:

Grant Calculation:

Based on the estimated difference of pre-redevelopment and post-redevelopment City portion of the tax assessments for the Property, the maximum yearly grant amount has been calculated as:

Pre-redevelopment	\$1,540 (post-fire condition, 2007)
Post-redevelopment	\$4,210 (MPAC estimate, 2008)
Yearly Maximum Grant	\$2,670

Maximum payment years (10 x \$2,670): \$26,700

Grant Payment Schedule:

When the City is satisfied that the project is Complete, and pursuant to any reconciliation calculations made under Paragraph 1.3(c), the following maximum payments will be made to the Developer:

Year 1:	\$2,670
Year 2:	\$2,670
Year 3:	\$2,670
Year 4:	\$2,670

(estimated to be in 2008)

Year 5:	\$2,670
Year 6:	\$2,670
Year 7:	\$2,670
Year 8:	\$2,670
Year 9:	\$2,670
<u>Year 10:</u>	\$2,670
TOTAL:	\$26,700

Note: Year 1 payment shall be made within 30 days of the date when Completion is established and all conditions under Paragraph 1.4 have been satisfied.

2. <u>Acknowledgement</u>

- 2.1 The Developer agrees to erect signage (4 sqft minimum) on the construction site, at its cost, at the commencement of the Work, acknowledging the financial contribution under the Heritage Redevelopment Reserve of the City of Guelph towards the project.
- 2.2 Design and wording of the sign is subject to prior approval of the Director of Community Design and Development Services.

3. Successors and Assigns

- 3.1 The Developer has the right to assign the benefits of the Agreement and specifically the financial payments following therefrom to any third party or parties, its nominees and assignees at any time and from time to time with the prior written approval of the City.
- 3.2 The Agreement and everything herein contained shall enure to the benefit and be binding upon the parties hereto and approved assigns.

4. <u>Governing Law</u>

4.1 This Agreement shall be interpreted under and be governed by the laws of the Province of Ontario.

IN WITNESS WHEREOF the Parties have hereunto affixed their corporate seals duly attested to by their proper signing officers on their behalf.

SIGNED, SEALED AND DELIVERED **CHRISTINE ANN WARD** Per: Name: Title: Per: Name: Title: I/We have authority to bind the Corporation DATED AND SIGNED at the City of THE CORPORATION OF THE CITY OF Guelph this day of 2008 **GUELPH**

Per:

KAREN FARBRIDGE, MAYOR

Per:

LOIS A. GILES, CITY CLERK

Legal Description:

PT LOTS 18 & 19, PRIOR'S BLOCK, PLAN 8 AS IN CS49252 Save and Except EASEMENTS

SCHEDULE "B"

Elements to be protected by designation under Part IV of the Ontario Heritage Act and to be protected by Heritage Easement Agreement with the City:

9 Douglas Street:

EXTERIOR ELEMENTS

- The exterior stone walls, including the front and rear walls, including sills, surrounds, and dressings of the front façade;
- The architectural details of the front façade, including all original door and window openings, the windows and shopfront details, the parapet cornice and shopfront awning.

•	#192 Hertiage Reserve (negative/debit values shown in brackets) Council Approval Date: September 4, 2007 Upsled: 14 May 2008 Interest rate: 2.5% Opening Balance	2007	2008	<u>2009</u> 147,330.00	<u>2010</u> 127,343.25	2011 106,856.83	<u>2012</u> 85,858.25	2013 64,334.71	2014 42,273.08	<u>2015</u> 74,659.90	2016 147,856.40	2017, 222,882.81
	Expenditures											
-	Stewart Mill Financial Assistance Agreement (\$775,000) Phase 1 Phase 2 Phase 3	205,000.00	55,000.00	55,000.00 40,000.00	55,000.00 40,000.00	55,000.00 40,000.00	55,000.00 40,000.00	55,000.00 40,000.00	40,000.00			
	Gummer / Victoria Building (\$1,310,000)			131,000.00	131,000.00	131,000.00	131,000.00	131,000.00	131,000.00	131,000.00	131,000.00	131,000.00
) 1 1	"Stelle" - 9 Douglas Street (\$26,700)		2,670.00	2,670.00	2,670.00	2,670.00	2,670.00	2,670.00	2,670.00	2,670.00	2,670.00	2,670.00
÷.	Total Expenditures	205,000.00	57,670.00	228,670.00	228,670.00	228,670.00	228,670.00	228,670.00	173,670.00	133,670.00	133,670.00	133,670.00
÷	Revenue Transfer From Ops Interest Allocation	205,000.00	205,000.00 -	205,000.00 3,683.25	205,000.00 3,183.58	205,000.00 2,671.42	205,000.00 2,146.46	205,000.00 1,608.37	205,000.00 1,056.83	205,000.00 1,866.50	205,000.00 3,695.41	205,000.00 5,572.07
:	Total Revenue Closing Balance	205,000.00	205,000.00	208,683.25 127,343.25	208,183.58 106,856.83	207,671.42 85,858.25	207,146.46 64,334.71	206,608.37 42,273.08	206,056.83 74,659,90	206,866.50	208,696.41 222,862.81	210,572.07 299,784.88

Council Approval:

\$205,000 Pre-approved in 2007 Budget Process as an annual grant (see 741-0350 for 2007)

Note: Annual Funding from Tax Base to be based on "pay-back" from incremental tax difference due lo project. Note: Closing balance indicates funds available to assist other qualifying projects based on depicted annual contributions.

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, June 6, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, June 6, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, and Mayor Farbridge

Absent: Councillor Salisbury

Also Present: Councillor Bell and Hofland

Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Ms. T. Sinclair, Assistant City Solicitor; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. P. Busatto, Manager of Waterworks; Mr. K. Cober, Project Engineer; Mr. V. Suffoletta, Supervisor of Supply & Administration; Mr. D. Kudo, Infrastructure Planning: Design & Construction Manager; Mr. M. Rea, Associate Solicitor; Mr. B. Chapman, Manager, Traffic & Parking; Mr. R. Hagey, Financial Consultant; Mr. D. Godfrey, Supervisor, Parking Regulation & Enforcement; Mr. P. Sheehy, Zoning Inspector; Mr. B. Poole, Chief Building Official; Mr. I. Panabaker, Heritage/Urban Design Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on May 9, 2008 be confirmed as recorded and without being read.

Carried

Water and Wastewater Rate Structure Review

Dr. Laird outlined the goals and objectives and explained the conservation and peak period pricing. She then outlined the Lifeline Affordability Program and rate structures. She advised the next steps of the review will include a public open house

June 6, 2008	Community Development & Environmental	Page 2
	Services Committee	

and a review of alternative funding mechanisms.

Mr. Busatto, explained the best practices reasoning behind the decisions made in the report.

Staff was directed to show how a resident's bill will be affected if their water consumption is less than average and would like the median to be identified as well. Staff was also directed to provide information with respect to costs for the survey and anticipated costs for each stage of the program.

2. Moved by Mayor Farbridge Seconded by Councillor Piper

Dr. J. Laird THAT the report of the Director of Environmental Services dated June 6, 2008 with respect to the Water and Wastewater Rate Structure Review be received for information.

Carried

Noise Control By-law Exemption Request for Festival Italiano

 Moved by Councillor Piper Seconded by Mayor Farbridge
 THAT the procedural by-law be suspended to allow the delegation of Mr. Bob Hanna to speak.

Carried

Mr. Hanna expressed concern about the noise from the festival. He stated that the later the night goes, on the higher the increase of vandalism. He advised that the noise is not just from the midway but more from the crowds and he believes that if the noise exemption had an earlier cut-off time, then the crowds would disperse earlier. He requested the Committee consider a 10:00 o'clock p.m. end to the midway and a midnight end to the crowd noise.

Staff was directed to begin deliberations with the group earlier in the year for next year's event so that the recommendations could be implemented and necessary adjustments made.

June 6, 2008	Community Development & Environmental Page 3 Services Committee
REPORT	 4. Moved by Mayor Farbridge Seconded by Councillor Piper THAT Report 08-64 regarding a noise by-law exemption request on behalf of Festival Italiano for Friday, July 4, 2008 to Sunday, July 6, 2008, from Community Design and Development Services, dated June 6, 2008, be received;
	AND THAT an exemption from Schedule `A' of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the Festival Italiano including the amplification of music and speech and the operation of midway rides and generators between the hours of 11:00 a.m. to 10:00 p.m. and crowd noise from 11:00 p.m. to midnight, from July 4 th to July 6 th , 2008, be approved.
	Carried
	Proposed Demolition of 475 McWilliams Road, Ward 6, Guelph
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the proposed demolition of the house and outbuildings at 475 McWilliams Road as outlined in Report 08-68 of Community Design and Development Services, be approved.
	Carried
	Amendment of Designating By-law: 1 Carden Street, New City Hall
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the report dated June 6, 2008 regarding an amendment to the designation by-law for 1 Carden Street, be received;
	AND THAT By-law (1998)-15716, being a by-law to designate portions of the building known as 1 Carden Street (New City Hall) under the Ontario Heritage Act, be amended to include the full extent of the restored Provincial Winter Fair wall;

June 6, 2008	Community Development & Environmental	Page 4
	Services Committee	

AND THAT the amending by-law be brought before City Council for approval following the thirty (30) day objection period.

Carried

Heritage Redevelopment Reserve Application "Stelle", 9 Douglas Street

Staff will provide further information with respect to the costs covered by the insurance company prior to the Council meeting.

7. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT, subject to the final form and content of the agreement being satisfactory to the Director of Community Design and Development Services and the City Solicitor, the Mayor and City Clerk are authorized to execute a Financial Assistance Agreement in substantially the form attached as Schedule 2, and to an upset limit of \$2,670 per year for ten years following the completion of the restoration project in accordance with the Heritage Redevelopment Reserve Policy, to assist in the retention and restoration of the heritage elements at 9 Douglas Street.

Carried

Other Business

REPORT

Outstanding Items

The Committee reviewed and made changes to the list of outstanding items.

8. Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect:

• personal matters about identifiable individuals

Carried

June 6, 2008Community Development & Environmental
Services CommitteePage 5
Services CommitteeMrs. L.A. Giles9. Moved by Mayor Farbridge
Seconded by Councillor Billings
THAT staff be given direction with respect to personal matters
about identifiable individuals.CarriedMrs. L.A. GilesNext Meeting: July 11, 2008
The meeting adjourned at 10:20 a.m.Carried

.....

Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE July 11, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

June 6, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
MACALISTER PARK	Receive
 THAT the Community Design and Development Services Report 08-71 dated July 11, 2008, regarding Macalister Park, be received. Jerry Greenfield Avril Hassett 	
WATER CONSERVATION AND EFFICIENCY -UPDATE REPORT	Receive
THAT the update report of the Director of Environmental Services dated July 11, 2008 with respect to Guelph's Water Conservation and Efficiency Program, be received.	
COMMUNITY ENERGY PLAN – UPDATE REPORT TO THE COMMUNITY	Receive
THAT the report of the Director of Environmental Services, dated July 11, 2008, providing an update to the community on implementation of the Community Energy Plan, be received.	
NOISE CONTROL BY-LAW EXEMPTION REQUEST FOR THE NEW STUDENT ORIENTATION WEEK AT THE UNIVERSITY OF GUELPH	Approve

THAT Report 08-72 regarding a noise by-law exemption request on behalf of the University of Guelph for New Student Orientation Week from Saturday, August 30, 2008 to Friday, September 5, 2008, from Community Design and Development Services, dated July 11, 2008, be received;	
AND THAT an exemption from Schedule `A' of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the New Student Orientation Week including the amplification of music and speech and crowd noise between the hours of 11:00 p.m. to 12:00 a.m. from August 30, 2008 to September 5, 2008, be approved.	
YORK DISTRICT HYBRID LAND USE PLAN (GUELPH INNOVATION DISTRICT) PHASE III UPDATE	Recieve
THAT Community Development and Environmental Services Report No. 08-84 "York District (Guelph Innovation District) Hybrid Land Use Plan and Phase III Update" dated July 11, 2008, be received for information.	
WATER AND WASTEWATER SERVICING MASTER PLAN STUDY	Approve
Presentation by a representative of EarthTech	
THAT the Water and Wastewater Servicing Master Plan Study be approved;	
AND THAT staff undertake the proposed initiatives in accordance with the recommendations of the Water and Wastewater Servicing Master Plan Study, as outlined in Section 4.4 of the Executive Summary (copy attached);	

AND THAT staff bring forward for Council approval, as required and through the budget process, projects arising out of these initiatives prior to implementation;	
AND THAT staff continue to support the conservation goals approved in the Water Supply Master Plan with water conservation and inflow and infiltration reduction programs as measures to reduce the need to expand water distribution and wastewater conveyance infrastructure or the need to implement new water distribution and wastewater conveyance infrastructure;	
AND THAT staff investigate wastewater reuse conveyance alternatives including possible servicing areas, users, infrastructure, regulatory approvals and funding requirements;	
AND THAT staff investigate opportunities for energy capture from trunk sanitary sewers including possible servicing areas, users, infrastructure and funding requirements;	
AND THAT Council continues to support asset management practices and sustainable funding levels for water and wastewater infrastructure rehabilitation and replacement;	
AND THAT staff will develop a Financial Plan to identify funding options for proposed increases for Council approval;	
AND THAT staff continue to integrate the results of the Water and Wastewater Servicing Master Plan Study with approved City master plans including the approved Water Supply Master Plan and the future Wastewater Treatment and Stormwater Management Master Plans.	

 IN CAMERA THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about an identifiable individual. 	
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OTHER BUSINESS

NEXT MEETING

September 5, 2008

Page 4 of 4

Minutes

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, June 6, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, June 6, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, and Mayor Farbridge

Absent: Councillor Salisbury

Also Present: Councillor Bell and Hofland

Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Ms. T. Sinclair, Assistant City Solicitor; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. P. Busatto, Manager of Waterworks; Mr. K. Cober, Project Engineer; Mr. V. Suffoletta, Supervisor of Supply & Administration; Mr. D. Kudo, Infrastructure Planning: Design & Construction Manager; Mr. M. Rea, Associate Solicitor; Mr. B. Chapman, Manager, Traffic & Parking; Mr. R. Hagey, Financial Consultant; Mr. D. Godfrey, Supervisor, Parking Regulation & Enforcement; Mr. P. Sheehy, Zoning Inspector; Mr. B. Poole, Chief Building Official; Mr. I. Panabaker, Heritage/Urban Design Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Piper

Seconded by Mayor Farbridge THAT the minutes of the Community Development and Environmental Services Committee meeting held on May 9, 2008 be confirmed as recorded and without being read.

Carried

Water and Wastewater Rate Structure Review

Dr. Laird outlined the goals and objectives and explained the conservation and peak period pricing. She then outlined the Lifeline Affordability Program and rate structures. She advised the next steps of the review will include a public open house

Distribution	Minutes
June 6, 2008	Community Development & Environmental Page 2 Services Committee
	and a review of alternative funding mechanisms.
	Mr. Busatto, explained the best practices reasoning behind the decisions made in the report.
	Staff was directed to show how a resident's bill will be affected if their water consumption is less than average and would like the median to be identified as well. Staff was also directed to provide information with respect to costs for the survey and anticipated costs for each stage of the program.
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the report of the Director of Environmental Services dated June 6, 2008 with respect to the Water and Wastewater Rate Structure Review be received for information.
	Carried
	Noise Control By-law Exemption Request for Festival Italiano
	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the procedural by-law be suspended to allow the delegation of Mr. Bob Hanna to speak.
	Carried
	Mr. Hanna expressed concern about the noise from the festival. He stated that the later the night goes, on the higher the increase of vandalism. He advised that the noise is not just from the midway but more from the crowds and he believes that if the noise exemption had an earlier cut-off time, then the crowds would disperse earlier. He requested the Committee consider a 10:00 o'clock p.m. end to the midway and a midnight end to the crowd noise.
	Staff was directed to begin deliberations with the group earlier in the year for next year's event so that the recommendations could be implemented and necessary adjustments made.

Distribution	Minutes
June 6, 2008	Community Development & Environmental Page 3 Services Committee
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT Report 08-64 regarding a noise by-law exemption request on behalf of Festival Italiano for Friday, July 4, 2008 to Sunday, July 6, 2008, from Community Design and Development Services, dated June 6, 2008, be received;
	AND THAT an exemption from Schedule `A' of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the Festival Italiano including the amplification of music and speech and the operation of midway rides and generators between the hours of 11:00 a.m. to 10:00 p.m. and crowd noise from 11:00 p.m. to midnight, from July 4 th to July 6 th , 2008, be approved.
	Carried
	Proposed Demolition of 475 McWilliams Road, Ward 6, Guelph
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the proposed demolition of the house and outbuildings at 475 McWilliams Road as outlined in Report 08-68 of Community Design and Development Services, be approved.
	Carried
	Amendment of Designating By-law: 1 Carden Street, New City Hall
REPORT	 6. Moved by Mayor Farbridge Seconded by Councillor Billings THAT the report dated June 6, 2008 regarding an amendment to the designation by-law for 1 Carden Street, be received;
	AND THAT By-law (1998)-15716, being a by-law to designate portions of the building known as 1 Carden Street (New City Hall) under the Ontario Heritage Act, be amended to include the full extent of the restored Provincial Winter Fair wall;

Distribution	Minutes
June 6, 2008	Community Development & Environmental Page 4 Services Committee
	AND THAT the amending by-law be brought before City Council for approval following the thirty (30) day objection period.
	Carried
	Heritage Redevelopment Reserve Application "Stelle", 9 Douglas Street
	Staff will provide further information with respect to the costs covered by the insurance company prior to the Council meeting.
REPORT	7. Moved by Councillor Piper Seconded by Mayor Farbridge THAT, subject to the final form and content of the agreement being satisfactory to the Director of Community Design and Development Services and the City Solicitor, the Mayor and City Clerk are authorized to execute a Financial Assistance Agreement in substantially the form attached as Schedule 2, and to an upset limit of \$2,670 per year for ten years following the completion of the restoration project in accordance with the Heritage Redevelopment Reserve Policy, to assist in the retention and restoration of the heritage elements at 9 Douglas Street.
	Carried
	Other Business
	Outstanding Items
	The Committee reviewed and made changes to the list of outstanding items.
	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect:
	 personal matters about identifiable individuals
	Carried

Distribution	Minutes
June 6, 2008	Community Development & Environmental Page 5 Services Committee
Mrs. L.A. Giles	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT staff be given direction with respect to personal matters about identifiable individuals.
	Carried
	Next Meeting: July 11, 2008
	The meeting adjourned at 10:20 a.m.
	Chairperson

INFORMATION REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	July 11, 2008
SUBJECT	Macalister Park
REPORT NUMBER	08-71

BACKGROUND

In reviewing a request to allow the development of a sports field in Macalister Park, the Community Development and Environmental Services Committee requested staff to determine if an exemption from the Animal Control By-law could be imposed to not allow dogs off leash if the 'Sports Field Designation' is adopted (see Resolution dated, May 9, 2008 - Appendix A).

REPORT

Staff contacted Legal Services requesting clarification of the By-law and amendment options. The following clarification is presented:

Clarification

The Animal Control By-law defines a sports field as: "sports field" **includes** a baseball diamond, cricket pitch, soccer field, football field, volleyball court, horseshoe pit and chess court located within a City park, but does not include a tennis court. The word **'includes'** indicated that the definition is not intended to be exhaustive, and so it is likely that sports field would also include areas within a City park with similar types of uses as those set out, but it would not include a tennis court.

Section s.4(7)(c) of the By-law provides that a dog is permitted to be unleashed, while under the control of a person [as defined in the By-law], at the times and in the areas of the City parks set out in Schedule "A" to the By-law. Schedule "A" includes unoccupied "sports fields" between specified dates and times. By virtue of this provision, all "sports fields", as defined, in City parks, are "leash free" areas at the times set out in Schedule "A".

Amendment Options

To provide an exemption, an amendment to the current Bylaw would be required. Two By-law Amendment options are possible:

1. Amend the By-law to add a general provision allowing Council to exempt sports fields from the provisions of Schedule "A" as it determines appropriate.

Conversely, specifically list in Schedule "A" the sports fields that are "off leash" areas, and grant Council the ability to add new sports fields to the list when they are built.

There is no notice requirement for amendments to the By-law. Both Legal Services and the Clerks office suggest a courtesy notification to the public of the proposed By-law amendment, if Committee requests that an amendment be made.

Staff Review

Creating a means by which individual(s) or groups could petition Council to remove 'dog off-leash zones' from a specific 'Sports Field Designation' in their park, may result in Council and staff being over-whelmed by requests. Justifying which parks receive exemptions and which do not could become very subjective and difficult, and setting criteria to be consistent and 'fair' among all parks could become complicated and confusing.

Alternatively, listing all Guelph's sports fields in Schedule "A" that are "off leash" would require staff to re-examine every field and justify against specific established criteria why it should or should not continue to be an 'off leash zone'. Again, concerns of conflict and 'fair' treatment between parks may occur, and this process would require establishing objective criteria for determining which sports fields should be off-leash.

There are other parks in Guelph of similar size to Macalister Park that contain intermediate or mini sports fields (i.e. Soccer, baseball) that are operating in compliance with the bylaw (i.e. as off-leash areas).

Those parks are Bailey Park, Dakota Park Deerpath Park, Howden Crescent Park, Lyon Park, Springdale Park, Sunny Acres Park, Waverley Park and Woodland Glen Park (Appendix B). Parks Planning staff have not received concerns or complaints by surrounding residents of these parks regarding off-leash dogs in conflict with other park uses.

Due to the complexity and potential subjective nature of an amendment to this Bylaw, staff continue to support the recommendations set out in Report 08-47 (Appendix C) and do not recommend amending By-law (1991)-14008 to allow for exemption of the Macalister Park Sports Field from the off-leash provisions.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

See Appendix A (Report 08-47)

DEPARTMENTAL CONSULTATION/CONCURRENCE

Corporate Services - Legal Services Clerks

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix A – Resolution dated May 9, 2008 Appendix B – Similar Parks with Mini Soccer Fields (9 Plans) Report 08-47 Appendix C – Report 08-47

Prepared By: Rory Barr Templeton Parks Planner 519-822-1260 x2436 rory.templeton@guelph.ca

aded

Recommended By: Jim Riddell Director of Community Design And Development Services 519-822-1260 x2361 jim.riddell@guelph.ca

Recommended By: Scott Hannah Manager of Development and Parks Planning 519-822-1260 x2359 scott.hannah@guleph.ca



MAY 1 - 2008

Community Design and Development Services

May 12, 2008

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

At a meeting of the Community Design and Environmental Services Committee held on May 9, 2008, the following resolution was adopted:

"THAT report 08-47 from Community Design and Development Services regarding Macalister Park Sports Field Request be referred back to staff to determine if an exemption from the animal control by-law could be imposed to not allow dogs off leash if the `Sports Field Designation' is adopted."

Yours truly,

Tina Agnello Deputy City Clerk

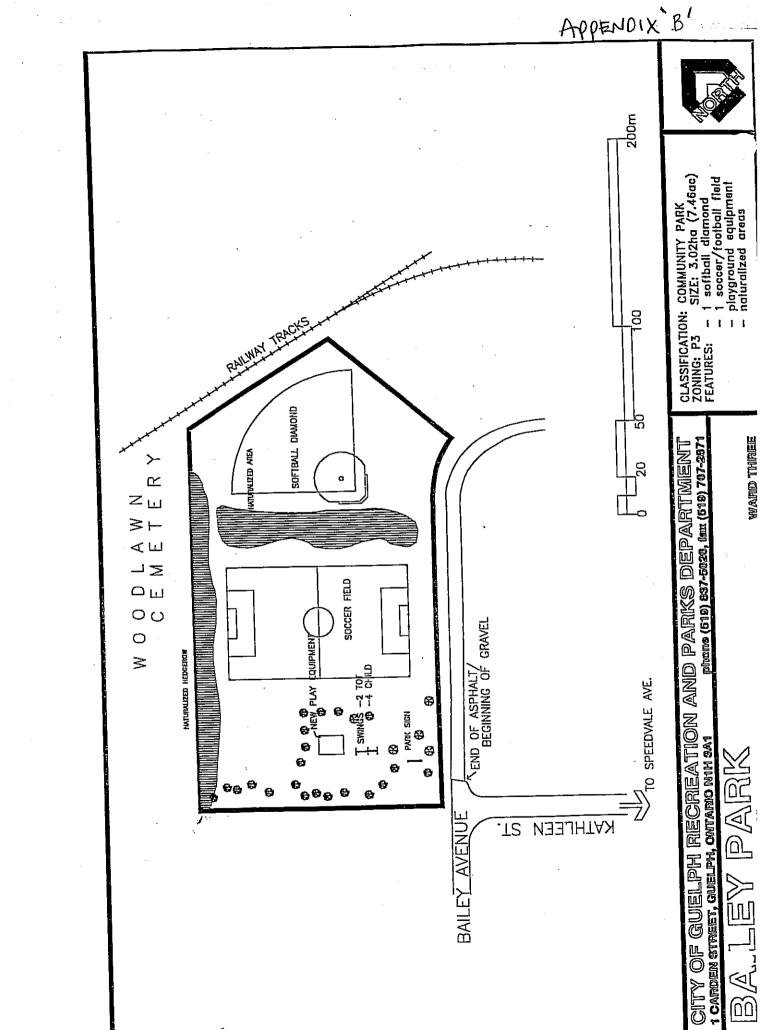
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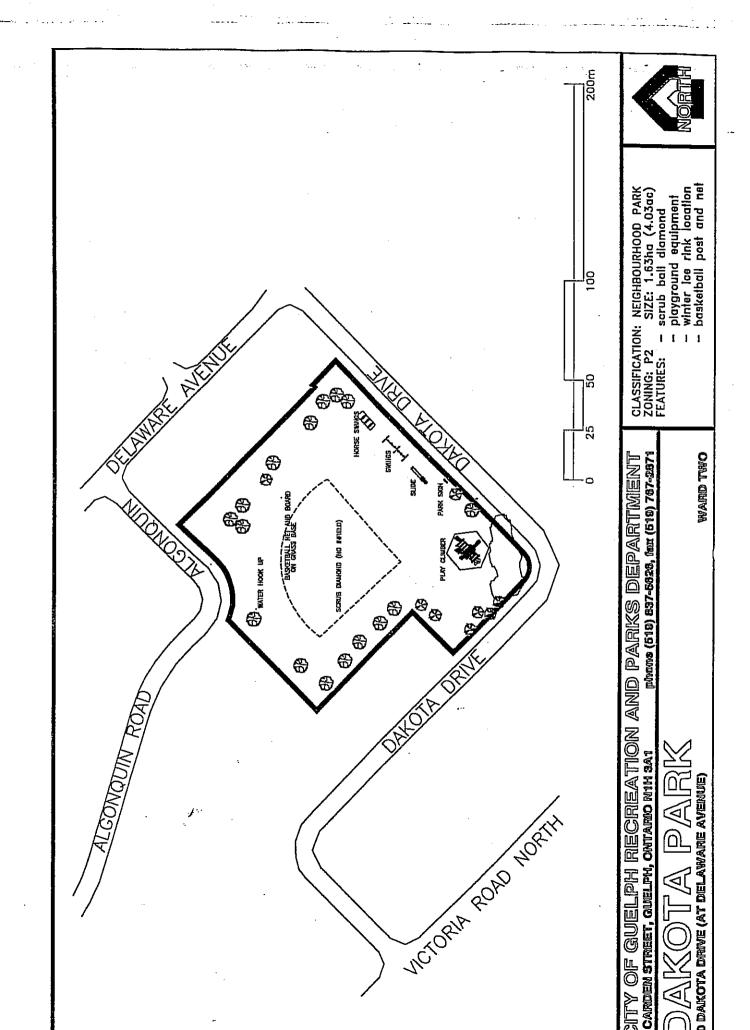
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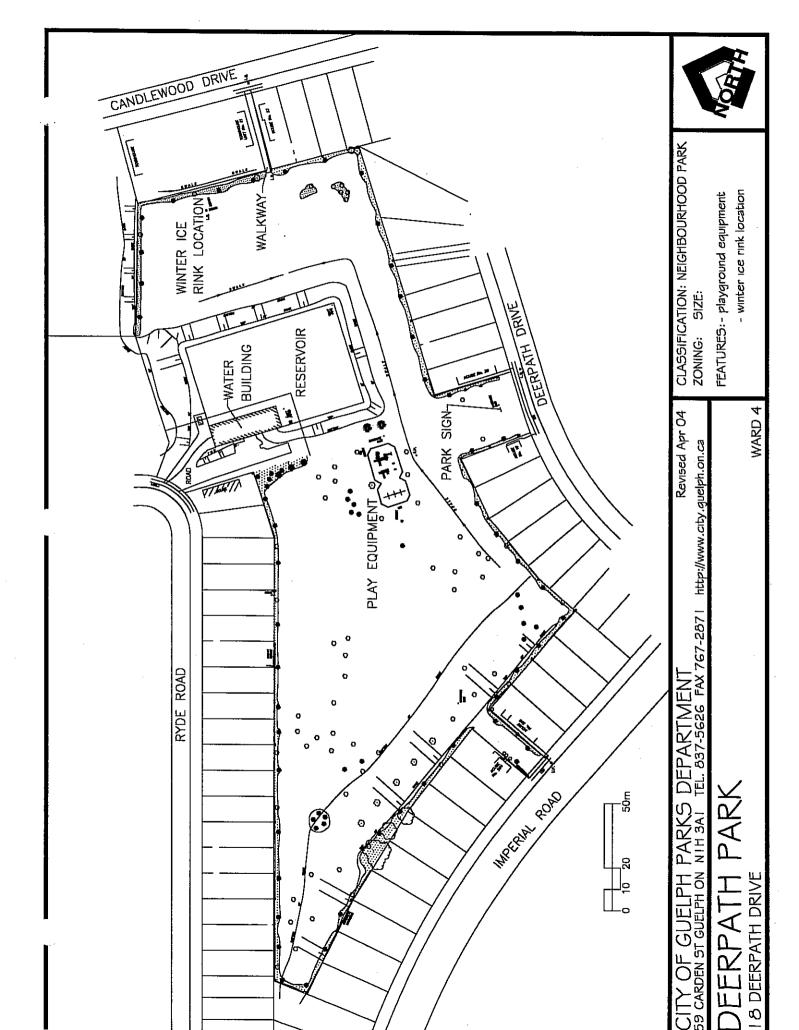
City Hall 1 Carden St Guelph, ON Canada N1H 3A1

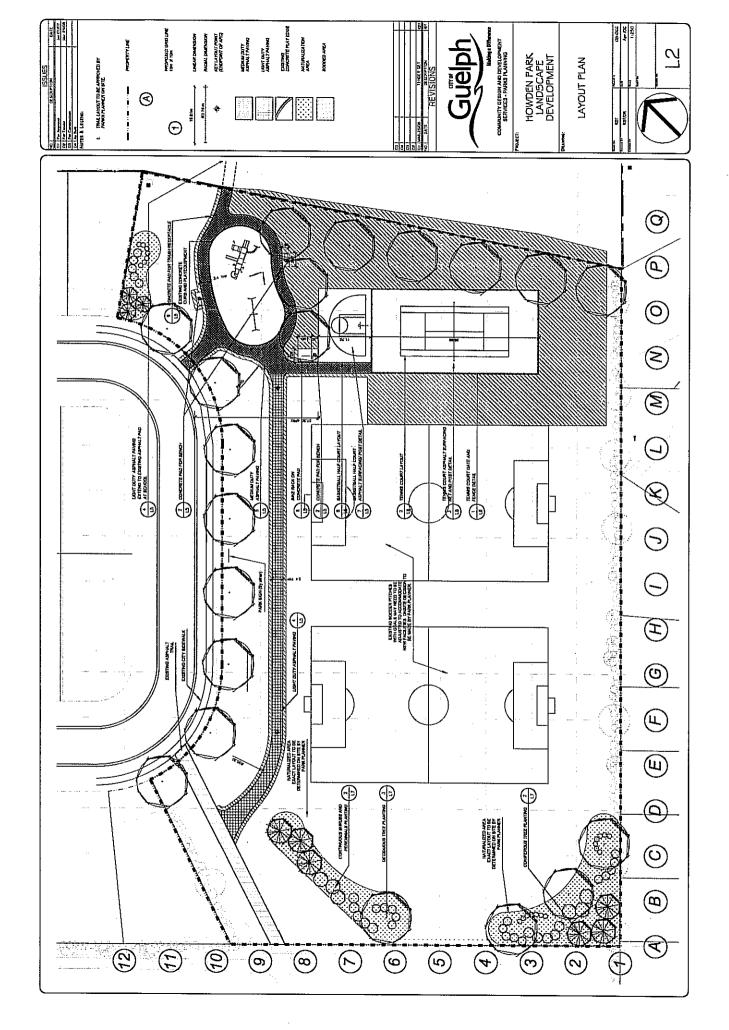
T 519-822-1260 TTY 519-826-9771

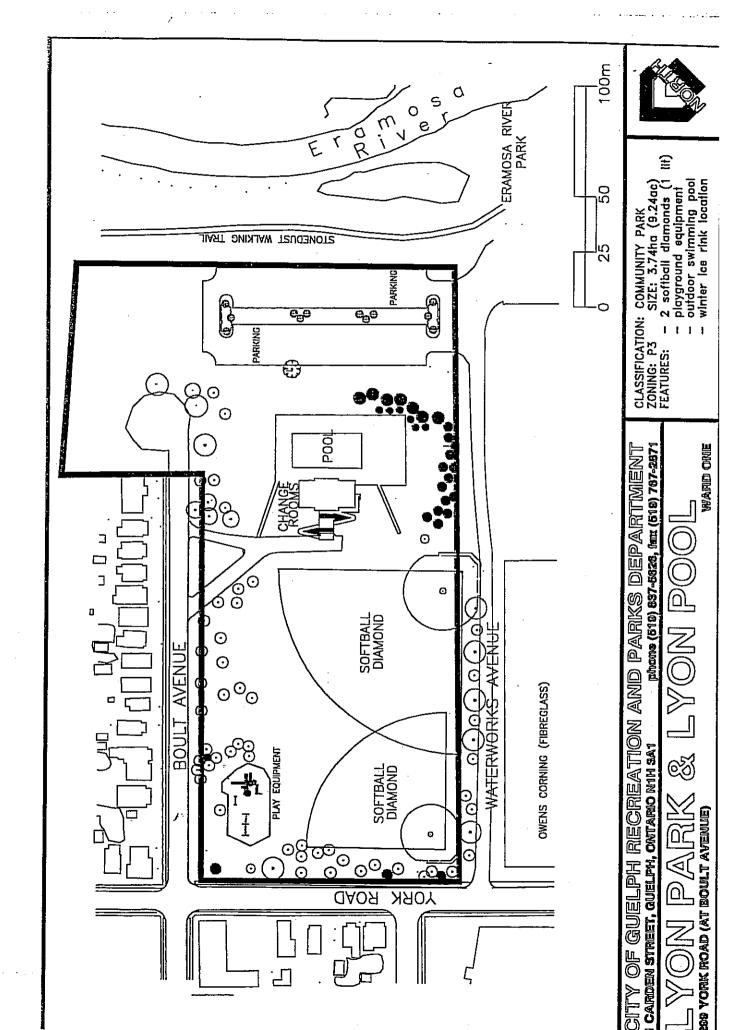
guelph.ca

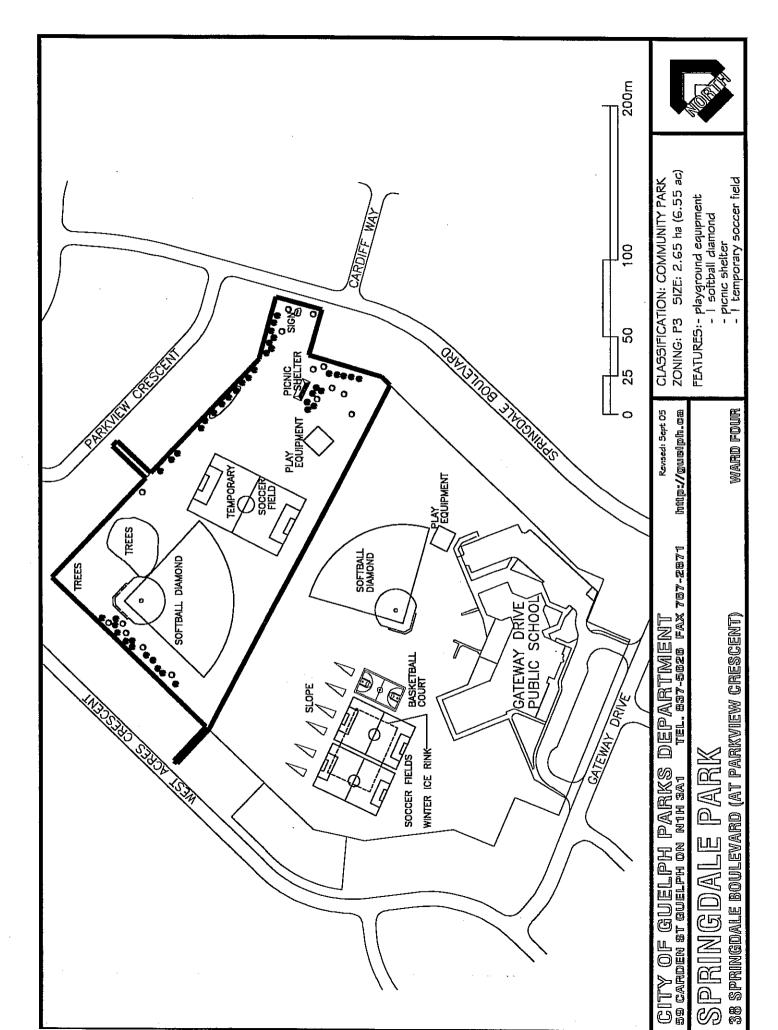


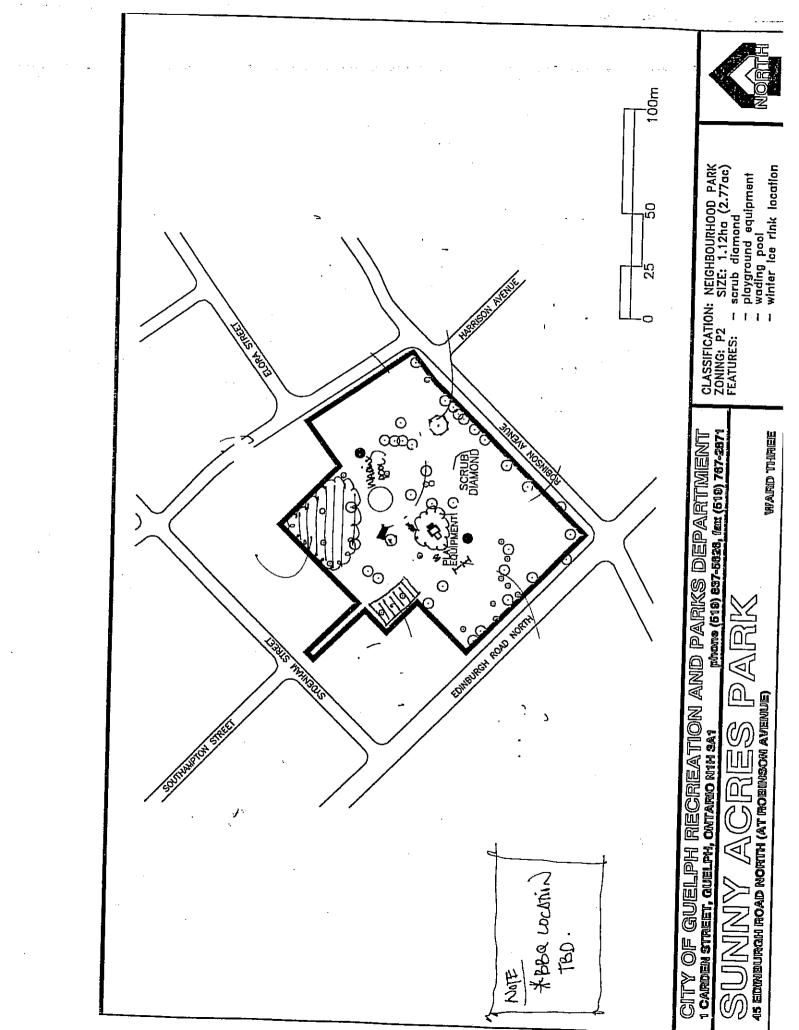


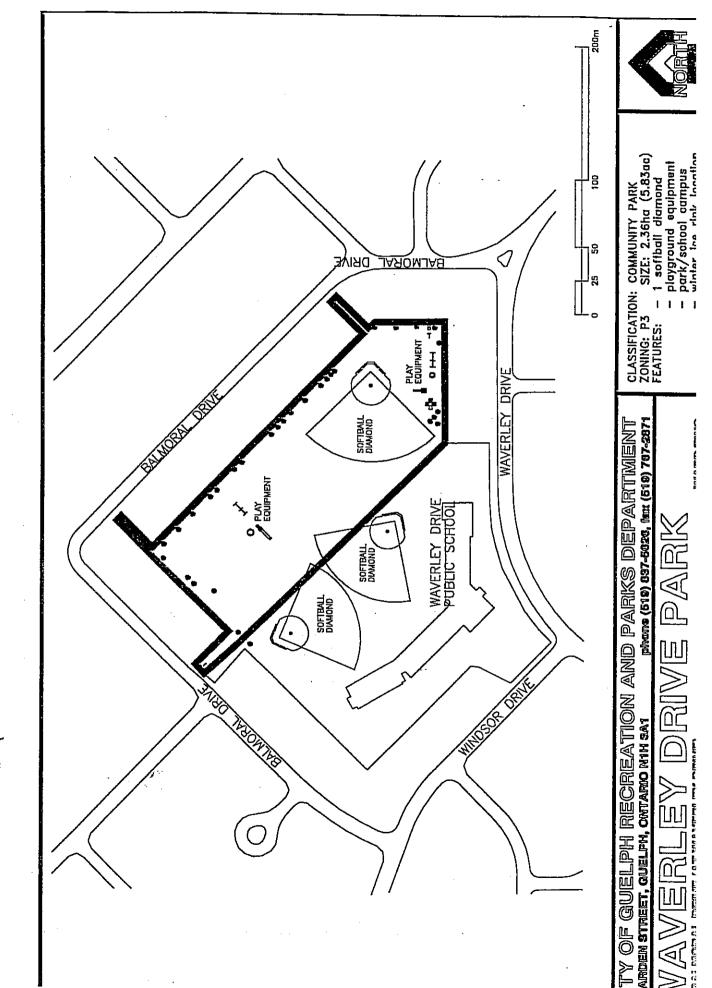






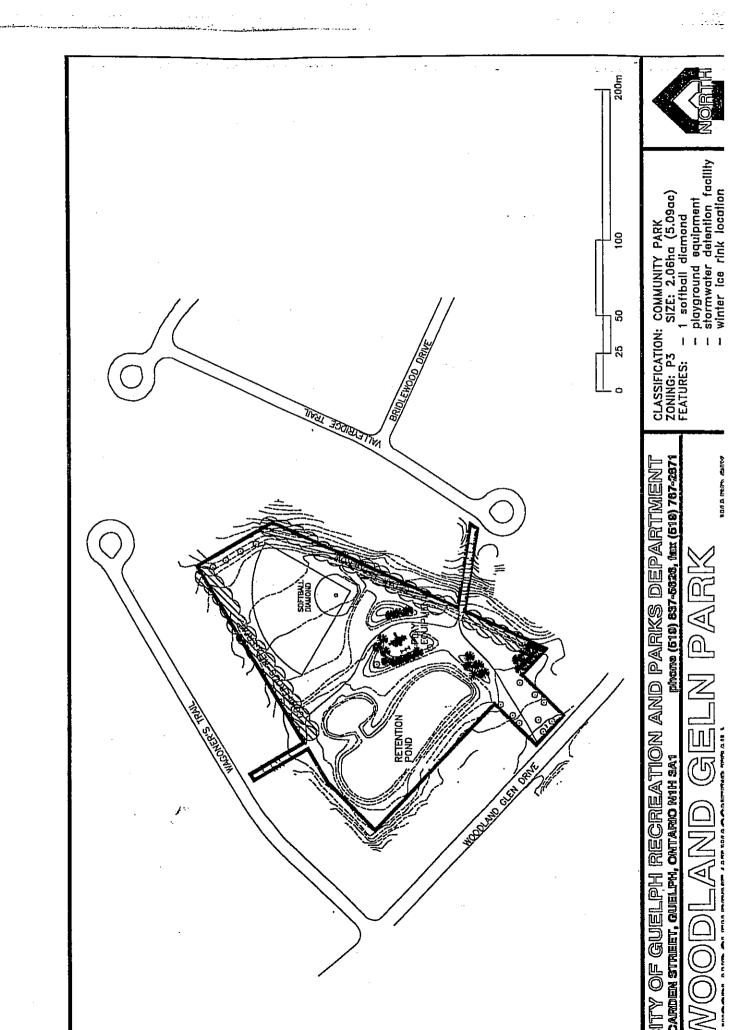






Goule Goldolone - Fax. 029 -2970

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COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	May 9, 2008
SUBJECT	Macalister Park Sports Field Request
REPORT NUMBER	08-47

RECOMMENDATION

THAT the Community Design and Development Services Report 08-47, dated May 9, 2008, be received and;

THAT Council approve the modified Master Plan of Macalister Park, as per Appendix `B', that includes an area designated as a Sports Field, and;

THAT staff be directed to allocate funding in the 2009-2019 Capital Budget Forecast to implement a mini soccer pitch on the designated sports field.

BACKGROUND

As per the Council resolution of December 13, 2007 requesting staff 'engage in a consultative process with the neighbourhood residents', Parks Planning staff prepared and issued a Survey (Attachment 1) in the hopes of gathering resident comments on the request to designate the open space at the north end of the park a Sports Field and to install a mini soccer pitch with posts. The survey included background on the park, the request and facts pertaining to the Animal Control Bylaw that includes a section on 'Dog Leash Free Zones' on sports fields.

REPORT

Staff mailed seven hundred and seventy (770) surveys to surrounding residents. It was also posted on the City of Guelph website and advertised in the Tribune. Seventy-one (71) surveys were received by staff.

Upon tabulating the results, staff have the following information:

Question (survey)	YES	NO	OTHER
Do you support the installation of a Sports Field as shown on the attached plan?	45	22	4

Of the **45 'YES'**, 1(one) respondent is directly adjacent to the park, while the other 44 (forty-four) respondents are within 600 metres of the park. Of the **22 'NO'**, 6

(six) are directly adjacent to the park, while the other 16 (sixteen) are within 600 metres of the park.

With 63% of the results being positive for a Sports Field in the park, staff request that Council approve the modified Master Plan of Macalister Park and that direction be given to allocate funding in the 2009-2019 Parks Planning Capital Budget Forecast for the installation of soccer posts and any re-grading that may need to take place on the site. By approving the modified Master Plan, Council will also be approving the use of the sports field as a Dog Off Leash Zone at designated times, as per the Animal Control Bylaw (Appendix C).

Staff would like to make note that through verbal communication some respondents that are in favour of the sports field stated that the open space in question is already being utilized for informal sports/ games and therefore the request to formalize the field would not radically change the dynamics or function of the park.

Cost for the installation of soccer posts is estimated at \$2000.00. If re-grading of the field is required the cost for the entire project is estimated at \$15,000.00.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

- 1. Funding will be allocated to this project in the 2009-2019 Parks Planning Capital Budget Forecast.
- 2. The existing sodded field is already being maintained by Parks Operations; therefore the impact to future Parks Operations Budgets will be negligible.

DEPARTMENTAL CONSULTATION

Park Operations

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment 1 - Survey

Appendix 'A' – Council Resolution Appendix 'B' – Modified Master Plan of Macalister Park Appendix 'C' – Animal Control Bylaw

Prepared By:

Rory Barr Templeton Parks Planner 519 822 1260 x2436 rory.templeton@guelph.ca

Recommended By: Jim Riddelll Director of Community Design And Development Services 519 822 1260 x2361 jim.riddell@guelph.ca

Recommended By: Scott Hannah Manager of Development and Parks Planning 519 822 1260 x2359 scott.hannah@guelph.ca

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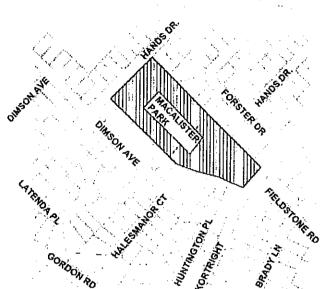
PARK SURVEY



MACALISTER PARK

ATTACHMENT 1

Community Design and Development Services, Parks Planning, has recently received a resolution by the Community Design and Environmental Services Committee requesting a response to resident inquiries to implement a neighbourhood sports field (non-booking for soccer leagues) within the existing park (refer to appendix 'A'). Parks Planning is seeking public input into this potential project. Your household is invited to participate in our brief survey. Information gathered from this survey will assist City staff with bringing a report back to the Community Development & Environmental Services Committee later this year. Attached is a potential sports field layout (to scale) for discussion and comment purposes (refer to appendix B).



LOCATION MAP not to scale

Macalister Park has an area of 2.71 hectares (6.69 acres) and is zoned as a Neighbourhood Park (P.2 Zone). Existing amenities in the park:

- 1. Two Play Equipment areas (north and south ends)
- 2. Walking Trail
- 3. Open Space
- 4. Tree and Shrub Planting

Note: Please see other side.

PARK SURVEY



Background Information

Macalister Park is actually comprised of two develop blocks – One fronting Hands Drive and the other fronting Kortright Road. This occurred as part of a phased subdivision development occurring in 1975 and 1986 – the northern block developing first (Hands Drive).

At the completion of the second phase of development a resident survey was circulated requesting input on the master planning of the two park blocks as a whole. There was good response to this survey and the outcome is what we see today.

Request

Recently there has been interest by users of the park to change the designation of the open space to Sports Field so that a neighbourhood soccer pitch (non-booking for soccer leagues) may be installed. This would consist of re-grading the open space, installing soccer posts and seeding or sodding the new field.

Facts

There is currently enough space within the park to accommodate a soccer pitch, without disturbing other amenities in the park. The soccer pitch would not be regulation size – the plan attached delineates what is known as a 'Junior' or 'Mini' Pitch - and would NOT be a booked facility for city-wide use or soccer groups. The intention is to provide a sports field for the neighbourhood and park users only, thus avoiding any parking concerns.

Attached to a Sports Field designation is City Bylaw – Animal Control 14008 (Amendment Schedule A - 18315).4 Schedule A of the Bylaw relates to 'Leash Free Zones' - Area of City Parks Where Dogs Are Permitted Unleashed, While Under The Control Of A Person (refer to Appendix C). The Bylaw's intention is to give dog owners the right to run their dog(s) off leash on the sports field at certain times of the day/evening (refer to appendix C – Schedule "A"). Sports fields are not fenced in areas.

This is not a REMASTER PLANNING exercise for the entire park. City staff are only looking for your input on a potential sports field within the park at this time. The Park Planning Capital Budget Forecast has allocated moneys in 2011 for upgrades to the south end Play Equipment area only at this time.

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@guelph.ca

	Guelph	
ARK SURVEY	Making a Differe	
lacalister Park		
 Do you support the installation of a Sports Field as shown (Please circle YES or NO and give reasons below) 	on the attached plan?	
YES (if YES please provide reasons below)		
NO (if NO please provide reasons below		
· · · · · · · · · · · · · · · · · · ·		
Other Comments.		
(Please use the lines below or provide a separate sheet)		
e: Please see other side.		

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Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@guelph.ca

PARK SURVEY



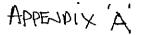
RESPONDENT: Please provide your name and address below if you wish to be mailed the results from the survey and to be kept informed of the process.

Name:	
	Apt/Unit #
	: Phone: Fax #
Email addres	SS:
	omit this survey by Friday, March 21, 2008 to Community Design and Development
Mail:	Community Design and Development Services, 59 Carden St., Guelph, ON N1H 3A1
Drop by:	
Online:	Visit guelph.ca/survey and click on Macalister Park Survey
Fax:	519-837-5640
FOR MORE	INFORMATION PLEASE CONTACT Bory Barr Tompleton, David, D

Send an email to <u>rory.templeton@guelph.ca</u> or Call 519-822-1260 ext. 2436

Community Design and Development Services Development and Parks Planning

> T 519-837-5616 F 519-837-5640 E planning@gueioh.ca





CORPORATE SERVICES DEPARTMENT CITY-CLERK'S DIVISION Cily Hall, 59 Carden Street Guelph, Onlario, Canada N1H 3A1 Inquiries: (519) 837-5603 Fax: (519) 763-1269 Website: guelph.ca

December 13, 2007

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

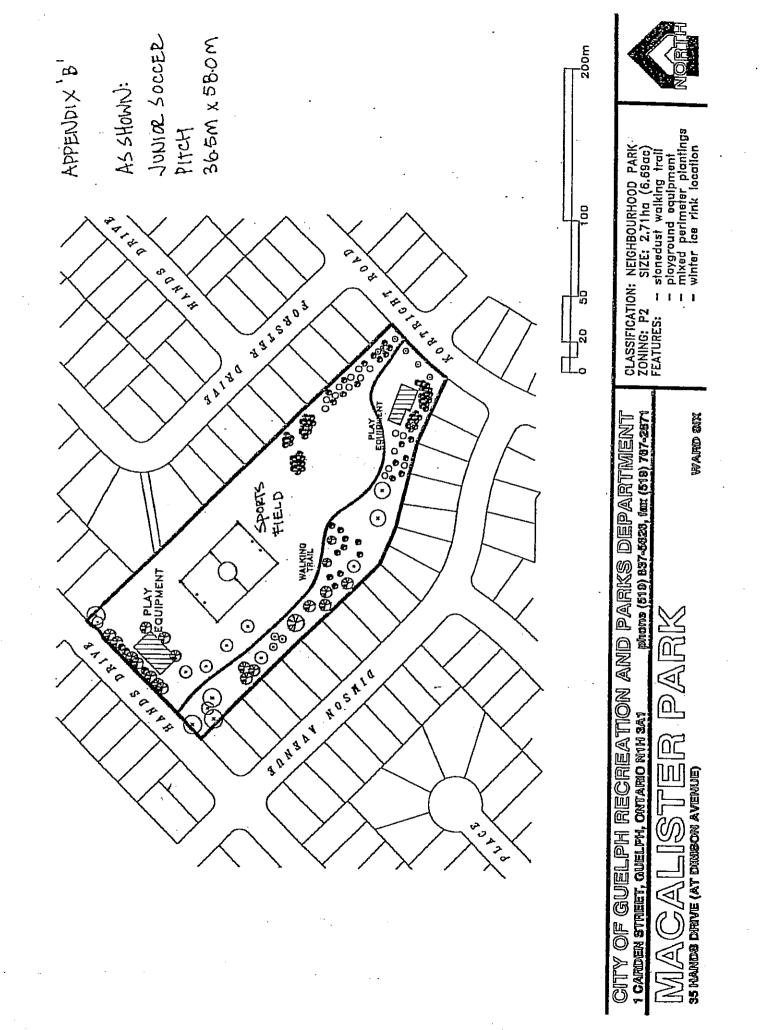
At a meeting of the Community Design and Environmental Services Committee held on December 7, 2007, the following resolution was adopted:

"THAT the issue of designating the north field area of MacAlister Park as a "Sports Field" be referred back to staff to engage in a consultative process with the neighbourhood residents and give consideration to the request in light of our current polices and procedures and in light of potential community partnerships."

Yours truly,

Tina Agnello Deputy City Clerk

TA:db



THE CORPORATION OF THE CITY OF GUELPH

By-law Number (2007) - 18315 Being a By-law to amend By-law Number (1991) - 14008 (to amend Section 1(a) and Leash Free Zones in Schedule A), and adopt Municipal Code Amendment # 435, amending Schedules of Chapter 302 of the Corporation of the City of Guelph's Municipal Code.

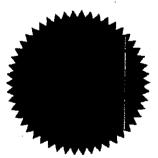
APPENDIX 'C'

1222

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF GUELPH ENACTS AS FOLLOWS:

- 1. Section 1(a) of By-law number (1991)-14008 is hereby deleted and replaced by "animal control officer" means the person or persons employed by the Guelph Humane Society or City of Guelph to enforce this By-law;"
- Schedule A of By-law Number (1991)-14008 is hereby deleted and replaced with the new Schedule A, attached hereto as Schedule "A". (Amending Grongebill Park to be culled Les Street Park)
- 3. This By-law is hereby adopted as Municipal Code Amendment # 435, amending Schedule A of Chapter 302 of the Corporation of the City of Guelph's Municipal Code.

PASSED this EIGHTEENTH day of JUNE, 2007



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KAREN FARBRIDGE- MAYOR	
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LOIS A. GILES - CITY CLERK	

Schedule "A"

To City of Guelph By-law Number (2007)-18315 Being new Schedule "A" to By-law Number (1991)-14008

AREA OF CITY PARKS WHERE DOGS ARE PERMITTED UNLEASHED, WHILE UNDER THE CONTROL OF A PERSON

On any unoccupied sports field:

- (a) between the hours of 8:00pm and 8:00am, from the first day of May to the fourteenth day of September inclusive:
 and
- (b) between the hours of 5:00pm and 8:00am from the fifteenth day of September to the thirtieth day of April inclusive.

AREAS OF SPECIFIED CITY PARKS WHERE DOGS ARE PERMITTED UNLEASHED AT ALL TIMES WHILE UNDER THE CONTROL OF A PERSON

Within the specified area of park indicated at any time:

Ward 1:	Eramosa Park (east end)
	Lee St. Park (south end) (formerly named Grangehill Park)
Ward 2:	Riverside Park (west of the river, north of Woodlawn Road)
Ward 3:	Norm Jary Park (between the ball diamonds)
Ward 4:	Margaret Greene Park (westerly end off Ferman Drive)
Ward 5:	Crane Park (all areas)
	Centennial Park (between the parking lot and ball diamonds at C8 &
	C9)
Ward 6:	John Gamble Park (old Hanlon Road south of access road leading to
	Shadybrook Cres.)

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COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services July 11, 2008
SUBJECT REPORT NUMBER	Water Conservation and Efficiency –Update Report

RECOMMENDATION

"THAT the update report of the Director of Environmental Services dated July 11, 2008 with respect to Guelph's Water Conservation and Efficiency Program be received."

BACKGROUND

The City of Guelph is committed to community and municipal leadership in water conservation. In building upon past successes, and with the goal of achieving enhanced water savings and greater impact throughout the City, staff are pleased to provide the following Information Report briefly summarizing progress to date through the 2008 Water Conservation and Efficiency Program (the WCEP).

REPORT

1) Water Conservation and Efficiency Strategy Update:

Through the development and public consultation of the City's Water Supply Master Plan, water conservation was identified as a top priority. The 50-year Water Supply Master Plan, approved in 2006, specified the employment of an enhanced water conservation and efficiency strategy, mitigation of distribution system based water loss, and education/policy/rate-based reviews, as the preferred short-term options to reclaim critical water capacity. The finalized Water Supply Master Plan supported sustainable growth potential in the City contingent upon the success of aggressive water conservation and efficiency programs. Water use reduction targets identified through the Master Plan process include:

- Reduction of 10% (8,000 m3/day) total water consumption by 2010
- Reduction of 15% (12,000 m3/day) total water consumption by 2015
- Reduction of 20% (16,000 m3/day) total water consumption by 2025

To evaluate the best approach to meet the above water reduction targets, staff initiated an update to the 1999 Guelph Water Conservation and Efficiency Study. Although the 2008 Guelph Water Conservation and Efficiency Strategy Update

(Strategy Update) is not yet completed, many activities are currently underway. The following provides a brief overview of activities undertaken to date:

Recruitment and Selection of Public Advisory Committee Members:

In accordance with the Committee Terms of Reference endorsed by Council, staff have been working to recruit representatives of the desired sectors for the Water Conservation and Efficiency Strategy Update Public Advisory Committee (PAC). In alignment with these efforts, the City's Clerk's Office have completed an initial call for applications in May of 2008 for 3 public-at-large members for the PAC. A limited number of applications were received, requiring the re-posting of the call for applications for public-at-large PAC members, as requested by the CD&ES Committee. Following closure of the second call for applications the names of chosen applicants will be brought to Community Development and Environmental Services Committee for approval and appointment on July 11, 2008.

<u>Strategy Update Public Consultation – Residential Focus Groups and Research</u> <u>Phone Survey:</u>

On the evening of April 22, 2008 three residential focus group meetings were conducted by Metroline Research Group Inc. to gain insight into residents' knowledge of water conservation practices, City water conservation programs, policies and resources and to begin to evaluate the social acceptance of potential water conservation and efficiency program alternatives. A total of 29 residents participated in the three focus groups with the recruitment of participants targeting residents from throughout the City's six wards, and of a range of representative ages and social demographics. Overall the focus group attendees demonstrated a great knowledge of City water conservation programs and services, and identified water conservation and sustainability as top personal priorities and key consumer points of focus during the purchase of home products and appliances.

In furthering upon the results obtained from the residential focus group, staff will be initiating a residential telephone research survey of 400 homes in late June of 2008. The survey will be used as a tool to assess knowledge of the City's water conservation programs and to evaluate the social acceptance of potential future programs and services. The results of the residential survey, and ongoing water use data analysis, will help to develop an initial set of water conservation and efficiency program alternatives which will be brought forward for comment through the PAC and for public input through a initial Public Information Centre planned for late August 2008.

Strategy Update - Water Demand and Water Loss Analysis:

Through use of historic water billing records, and local planning information, the consulting team has been working to disaggregate historic water consumption records for each of the City's sectors and land use types. This water demand analysis exercise will provide an enhanced level of detailed information on water consumption and end use, and will be an important tool to evaluate potential for water efficiency within each of the City's respective sectors. This analysis is currently ongoing with the results of the exercise to be showcased during the first PAC meeting and the Public Information Centre.

In addition to historic water demand analysis, the consulting team is also evaluating and verifying current levels of water loss in the City. The outcome of the water loss analysis will form a Waterworks Water Loss Mitigation Action Strategy which identifies programs, policies and resources required to reduce and proactively manage water loss in City.

2) Royal Flush Toilet Rebate Program:

Since 2003 over 5000 rebates have been issued through the Royal Flush Toilet Rebate Program with approximately 500 m³ per day of water savings attributed to the success of the program. During 2008, the ongoing Royal Flush Toilet Rebate Program has set a goal of 2000 toilet replacements between residential, multiresidential and ICI based sectors. To date a total of 419 residential and 90 multiresidential based toilet rebates have been processed through the program representing 48 m3/day in water savings. To achieve the goal of 2000 rebates in 2008, staff are continuing with enhanced community marketing efforts and are actively pursuing local partner retailers to offer in-store based instant rebate promotional events for the summer and fall or 2008. The first such 2008 in-store promotion is planned for the June 21 and 22, 2008 Eco-Days Event at the Home Depot on Woodlawn Road.

3) Smart Wash Clothes Washer Rebate Pilot Program:

On February 1, 2008 the City's Environmental Services Department launched the "Smart Wash" Clothes Washer Rebate Pilot Program. Through this pilot, Guelph residents who purchase an Energy Star approved front-loading washing machine models are eligible for a rebate of \$80 from the City and \$20 from our program partner, Guelph Hydro Electrical Systems. Furthermore, participants purchasing an ENERGY STAR front-loading washing machine also qualify for a point-of-sale Retail Sales Tax exemption (RST) from the Province of Ontario available until July 20, 2008.

Upon introduction of the "Smart Wash" pilot program, a total of 300 rebates were made available, on a first-come-first-serve basis, to Guelph residents upon the purchase of approved washing machine models. Based on the positive overall public response to the program, staff extended the number of available rebates to 500 on April 21, 2008 through a formal press release and the launch of media advertisements. To date approximately 425 rebates have been processed through the pilot with the program goal of 500 rebates expected to be reached by the July 20, 2008 completion date of the pilot program.

Industry based water conservation and efficiency benchmarks suggest an expected savings of 68 litres per day for a family of three persons. However, staff are currently working to quantify program savings experienced locally through the evaluation of program participant water billing records.

For more information on "Smart Wash" pilot program please visit <u>www.guelph.ca/smartwash</u>.

4) Industrial Commercial and Institutional (ICI) Water Capacity Buyback Program:

The ongoing Industrial, Commercial, and Institutional (ICI) Capacity Buy-back Program aims to assist large area water users to meet greater water efficiency business practices through the "buy-back' of water capacity reclaimed through the introduction of site based retrofits. In 2008, the ICI Capacity Buy-back program has continued work with the University of Guelph focusing on numerous campus based projects including: water loss recovery, medical autoclave retrofits and further residence based toilet retrofits. Furthermore, with the great success of the 312 m³ per day water retrofit completed at the University of Guelph in 2007, staff are working towards the final development of a case study highlighting the project successes and associated savings, to promote the water conservation efforts of the University, and to create further interest in the program amongst the City's industrial, commercial and institutional (ICI) community.

In 2008, staff have also been working with Cargill Meat Solutions through the ICI Capacity Buy-back Program, focusing on cooling and cleaning system retrofits at Cargill's Dunlop and Watson Road facilities. Water use metering of these projects is underway to quantify water use and savings associated with each aspect of the retrofit. In addition, through recent meetings with staff, Polycon Industries has also shown interest in the ICI Capacity Buyback Program and are currently discussing potential collaborative works as part of the 2008 program.

5) Landscape Assessment Pilot Program:

On May 12, 2008 landscape consultations were initiated through the City's Healthy Landscapes-Landscape Assessment Pilot Program. Through this exciting new program Guelph residents and area businesses are able to book a complimentary 30 minute consultation with a City Landscape Advisor to review their landscape and discuss potential alternatives to make their property more water efficient, naturally beautiful and pesticide free. To date, over 250 residents have booked a complementary landscape consultation and positive feedback and acclaim has been received from program participants. Landscape consultations are currently ongoing with a goal of completing a total of 500 landscape assessments during the spring/summer seasons of 2008.

For more information on the Landscape Assessment Pilot Program, or to learn how to book your Healthy Landscapes - Landscape Assessment, please visit: <u>www.guelph.ca/healthylandscapes</u>. Landscape Assessment Program consultations will be booked on a first-come-first serve basis with visits to be completed between 12:00 p.m. and 7:00 p.m. weekly from Monday to Thursday until Thursday August 21, 2008.

6) City Facility Water Efficiency Retrofits:

With the City's responsibility of leading by example through public water efficiency demonstration and educational projects, staff have continued to pursue opportunities to further water conservation and efficiency within City Facilities. Following the success of the 2007 water efficiency retrofit of washroom facilities at the Victoria Road Recreation Centre, staff have completed similar fixture based retrofits within the City's Centennial and Exhibition Arenas in 2008. In addition to

retrofits completed at each respective facilities, each initiative has also included the posting of supportive educational materials to demonstrate the function and associated water savings of innovative water conservation technologies at each site. Staff is quantifying savings associated with each respective retrofit and will report on final savings for each project.

7) Public Education and Outreach:

- Phase 2 of the Residential Outdoor Water Efficiency Project 2008 in partnership with the Guelph International Resource Centre (GIRC), Ignatius Farms and Farm Start is well underway with several workshops occurring from April to June. These focused on natural landscaping techniques with a particular attention to reducing the watering requirements of your lawn and garden. Another 3-4 workshops are planned during the remainder of the summer. In addition to these workshops, print and website materials have been developed to convey these messages to the community.
- Green Impact Guelph (GIG): As a partner in this project with the Guelph Environmental Leadership and many others, the City is helping to promote water and energy conservation in the home. Water conservation products such as lowflow aerators, showerheads and leak detector tablets are being distributed to approximately 15,000 homes. As part of the follow up to this work, the City of Guelph will be working with GEL to examine how we can overcome barriers to the installation of these kits as well as quantify the savings which result from these retrofits.
- Guelph Water Conservation Breakfast: This workshop presented the latest in water conservation products and policies. Hosted by the Waterworks Division on April 4th 2008, the breakfast was attended by over 75 people representing various industries (home building, plumbing, real estate, government, research, etc).
- Waterworks Open House: The Open House was held on May 10th and was well attended. Along with the various other displays and information that day, the Water Conservation program and the Healthy Landscape program were promoted and received a strong response.
- Guelph Spring Home Show: The City displayed our water end energy conservation programs at the Guelph Lions Annual Spring Home Show the weekend of April 25-27.
- Guelph Water Efficiency Awards: These awards, created to help highlight and share the innovative and progressive water conservation efforts already existing in Guelph, will be awarded for the first time in 2009. Deadline for submission will be December 19th 2008.
- Speed River Clean-up: Waterworks participated and presented a display at this years Speed River Clean-up.
- World Water Day Event: The City's Water Conservation Project Manager presented on the current and upcoming water conservation programs by the City at the World Water Day event organized in part by the Wellington Water Watchers and other local groups.

- Waterloo Wellington Children's Groundwater Festival: The City again had a display at this years Children's Groundwater Festival. Several thousand children from the area visited the festival this year.
- Earth Week Polycon Event: For the 2nd year the City was invited to participate in Polycon's Earth Week activities which helped to provide their staff with information and resources on how to live more sustainably. The Healthy Landscape and Landscape Assessment Programs were very well received.
- Continued Community Outreach: City staff will look for opportunities to attend community events and set up displays where possible to help promote water conservation practices (e.g. a booth at the Canada Day Festivities at Riverside Park, Guelph Water at Hillside Festival, etc).

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.
- 6.4 Less waste per capita than any comparable Canadian city.
- 6.5 Less energy and water per capita use than any comparable Canadian city.

FINANCIAL IMPLICATIONS

Funding for the Water Conservation project is in the approved 2008 Water and Wastewater User Pay Operating and Capital budgets.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS N/A

ATTACHMENTS

N/A

Prepared By:

Wayne Galliher, A.Sc.T. Water Conservation Project Manager 519-822-1260, ext 2106 wayne.galliher@guelph.ca

Endorsed By: Peter Busatto Manager of Waterworks 519-837-5627, ext. 2165 peter.busatto@guelph.ca

Récommended By: Janet L. Laird, Ph.D. Director, Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services July 11, 2008
SUBJECT	Community Energy Plan – Update Report to the Community
REPORT NUMBER	Community

RECOMMENDATION

"THAT the report of the Director of Environmental Services, dated July 11, 2008, providing an update to the community on implementation of the Community Energy Plan, be received."

BACKGROUND

A Community Energy Plan (CEP) is a long-term look at how a community uses energy, to identify future energy needs for a growing municipality, and to guide future efficient and sustainable energy use in the City. Benefits to the community include energy efficiency, cost-savings, economic competitiveness, and a more sustainable future.

Guelph's CEP, which was developed by a community consortium, has been successfully integrated with other City and stakeholder programs, such as the City's Local Growth Management Strategy and Guelph Hydro's Conservation and Demand Management program.

At their meeting held April 23rd, 2007, Council received endorsement of the CEP from a large number of local organizations and passed the following resolution:

"THAT Guelph City Council receives the Community Energy Plan from the CEP Consortium;

AND THAT Guelph City Council endorse the Vision, the Goals and the directions provided in the Community Energy Plan as the basis for community energy planning in Guelph;

AND THAT six (6) cross-departmental teams of staff be directed to work with our partners and other stakeholders to implement the directions provided in the Community Energy Plan, and undertake feasibility studies leading to action plans relating to scale projects, and to report back to Council and partner agencies during the third quarter of 2007; AND THAT the Director of Environmental Services be directed to work with Guelph Hydro to develop a protocol for ensuring overall project coordination, reporting back to partners on progress, future partnership options, advocacy and engaging the community;

AND THAT Garforth International be thanked for their efforts in completing the Community Energy Plan;

AND THAT the Consortium partners be acknowledged and thanked for their leadership in developing Guelph's Community Energy Plan."

The Vision Statement and Goals of the Community Energy Plan are:

"Guelph will create a healthy, reliable and sustainable energy future by continually increasing the effectiveness of how we use and manage our energy and water resources."

- 1. Guelph will be the place to invest, supported by its commitment to a sustainable energy future;
- 2. Guelph will have a variety of reliable, competitive energy, water, and transport services available to all;
- 3. Guelph energy use per capita and resulting greenhouse gas emissions will be less than the current global average;
- 4. Guelph will use less energy and water per capita than comparable Canadian cities;
- 5. All publicly funded investments will visibly contribute to meeting the other four CEP goals.

The CEP goals are aimed at decoupling Guelph's overall energy usage from population growth, reducing energy use while the City experiences rapid growth over the next 25 years.

REPORT

In addition to the goals, the Plan identified a number of potential projects of significant size ("Scale Projects"). To achieve early and meaningful success, six (6) scale projects were identified for implementation in the short-term.

The list of projects has grown from the initial six scale projects to 60 projects, large and small, including 10 scale projects. This list includes projects that are currently underway, being assessed for feasibility, have been assessed and are not feasible at this time, have been completed, or are annual in nature. This report provides an update on the implementation to date and next steps going forward, and builds on the previous update report to Council.

Scale Project 1) - South End of Guelph - Hanlon Business Park - Phase II:

Project Chair: Ian Miles, Guelph Hydro Inc.

Project Description: Combined heating power generation plant with residual heat sold to commercial customers in the business park.

Project Update:

- Initial feasibility work completed late 2007 and indicated that a successful cogeneration / district energy system requires a critical density of customers to utilize the heat produced by the generator;
- The current profile of Hanlon Phase I does not lend itself to a district energy system mainly due to the high proportion of warehouse space which is typically unheated or maintained at low temperatures relative to an office environment.

Next Steps:

- A subsequent study will be undertaken by Guelph Hydro to quantify and identify the types and mix of businesses needed in Hanlon Phase II to make such a project viable;
- Due to the similarity of the work and the timing, for efficiency reasons this next phase of work will be undertaken in conjunction with the work on-going for York Watson (see Scale Project 9).

Scale Project 2) - St. Patrick's Ward:

Project Chair: Ian Miles, Guelph Hydro Inc.

Project Description: Consideration of a district heating facility to capture and distribute residual heat from Owens Corning plant to one or more larger customers in immediate area.

Project Update:

- The preliminary analysis has been completed and it does not support the development of a district heating system utilizing residual heat from Owens Corning;
- The cost of capturing and distributing the heat to the relatively low density residential neighborhood creates low returns and long payback periods for potential investors;
- The economics could improve if this project were to be integrated with an adjacent district energy system as part of a larger system.

Next Steps:

 This project will be reconsidered when appropriate based on future development in St. Patrick's Ward.

Scale Project 3) - University of Guelph:

Project Chair: Ian Miles, Guelph Hydro Inc.

Project Description: Combined heat and power generation plant plus the development of an Integrated Energy Management Plan (IEMP).

Project Update:

- Guelph Hydro considering a long term contract to sell thermal load to University, electricity to be used on campus and sold to OPA under Clean Energy Standard Offer Program;
- Feasibility study completed indicating a highly attractive business case;
- Predicted to avoid 16,000 tonnes per year of CO2 emissions;
- Various meetings held between Guelph Hydro Inc.(GHI) and the University to share results and to develop a legal and business framework to move this project to approval and implementation.

Current / Next Steps:

- As of June 20, 2008 the University and GHI have signed a Memorandum of Understanding and a consulting firm (FVB) has been engaged;
- Work has been initiated on the next phase which is to complete a detail designbasis document which will outline the technical specifications for the combined heat and power generating facility;
- University Board of Governors have recently approved the concept and the work required to develop a fully Integrated Energy Management Plan.

Scale Project 4) - Energy Performance Labeling Pilot (Natural Resources Canada):

Project Co-chairs: Martin Lavictoire and Murray McCrae.

Project Description: To participate in a Canada-wide Building Labeling Pilot project discussions with Natural Resources Canada (NRCan).

Project Update:

- Discussions during 2007 were leading towards Guelph being an early pilot community for this project. Project delayed significantly due to change in project direction which resulted in NRCan releasing a Request for Proposal (RFP) for their Building Labeling Project;
- Guelph submitted a proposal to NRCan assisted by Guelph Hydro Electric Systems Inc. (GHESI) who provided monthly electric and water consumption data for various municipal buildings;
- Guelph will be one of approximately 5-6 pilot sites selected across Canada. NRCan is finalizing the *Contribution Agreement*, which will be brought to Council for approval when available.

Next Steps:

- Work will begin once both parties have signed the agreement and will be completed by March 31st 2009;
- A total of 23 buildings from four (4) partner organizations will be audited and labeled for their energy performance as part of this pilot;
- Local project partners include the University of Guelph, the Upper Grand District School Board, the Wellington Catholic District School Board and GHESI;
- Corporate Services (Corporate Property) recently hired an Energy Conservation Project Manager who will develop and seek out solutions to reducing the City's energy consumption costs. Current projects include: buildings labeling pilot program with Natural Resources Canada (NRCan), power factor correction projects for various city facilities, procurement of electricity, re-commissioning of existing energy management systems to optimize equipment operation and occupant comfort, energy efficient lighting systems with dimmable ballasts and variable flow pumping systems for the swimming pools. These and other projects are expected to result in significant cost savings for the City and are directly in support of the City's Community Energy Plan.
- Corporate Services (Corporate Property) staff are developing a two-phase comprehensive green building policy aimed at setting standards for both the design and the operation of new and existing City facilities.

Scale Project 5) - Development of a Multi-Utility Energy Services Concept, Including Demonstrations such as the "Thousand Solar Roofs" Project:

Project Co-chairs: Andrew Lambden of Terraview Homes, and Art Stokman of Guelph Hydro Electric Systems Inc.

Project Description: To install 1000 solar roofs or similar solar photovoltaic projects in Guelph. Solar power is a key renewable energy source for Guelph aimed at reducing peak demands for electricity during the summer when both air conditioning use and sunshine are prevalent.

Project Update:

The following solar projects are ongoing or under development within the community:

- (a) The first project consisted of the construction of a large solar panel on Woodlawn Road which involved several partners including: Terraview Homes, Guelph Residents Advocating Sustainable Power (GRASP), the City of Guelph (Environmental Services), Guelph Hydro, NextEnergy and Natural Power Projects. The sun tracker solar array is residential in scale and is clearly visible from the road, enabling a good cross-section of Guelph's population to see it which will generate further interest around solar power and energy conservation. Guelph Hydro supplied metering components through their Conservation and Demand management (C&DM) program. The installation was completed in early 2008.
- (b) Guelph Hydro and Environmental Services staff have had discussions with more than one company interested in establishing a solar park within the

boundaries of Guelph. One site that has been discussed is the former Eastview Road Landfill Site. Staff have had discussions with the MOE re restrictions regarding an installation on the landfill cap. If a solar array can be developed synergistically with a pollinator park on the south-facing slope of the filled area, then staff will release a Request for Expressions of Interest. Other sites are being considered through discussions with Corporate Services (Realty Services) and Economic Development.

- (c) GRASP and City staff have been exploring the development of a Citysupported incentive program for the installation of residential based solar panel systems. Several types of funding scenarios are being investigated and a report will be brought forward to City Council.
- (d) Guelph Campus Co-op Energy Efficient Student Housing Project has built a 12 room housing complex on College Avenue West in Guelph. This house features many energy efficient technologies, including rainwater harvesting, a green roof and solar panels. This project is complete.
- (e) The University of Guelph Solar Project: As part of their fourth year colloquium course in Environmental Science, six students investigated the current 'state of solar' power in Guelph, Ontario, Canada, and the World. The students developed a status report and worked closely with community members on current solar projects in Guelph. Their final report, including specific recommendations on how to best promote and develop solar power capacity in Guelph, was recently presented to City staff. This report will be shared with CEP partners and will assist in developing a more formal strategy to build capacity for solar power in Guelph.

In addition to solar projects, there are also the following initiatives considering renewable energy sources from biomass:

- i. A local entrepreneur opened a biomass generation facility in Guelph which utilizes waste wood to generate energy;
- ii. Environmental Services completed capital upgrades during 2007/2008 to reopen the cogeneration facility at the Wastewater Treatment Facility which will generate energy from biogas. The facility upgrades are complete and the facility is currently being commissioned. This project was supported in part by funding from Guelph Hydro's C&DM program;
- iii. City (Operations Department) considered expanding the current use of biofuels in the City's buses to use throughout the City's fleet, however in 2008 an expansion package to enable this program was not approved.
- iv. City (Operations Department) has purchased two energy efficient vehicles to determine suitability for the City's fleet. Operations purchased a Smart Car in 2006 and has been testing it with various departments. The Smart Car is currently with Building Services where it will remain for the duration of its life cycle. Parking Services purchased a Honda Hybrid in mid 2007 and will test it for the next three years. An evaluation of these

vehicles will be undertaken during 2008 and recommendations will be brought forward to Council;

 Through current Solid Waste Master Plan process, the City (Environmental Services) will consider the feasibility of co-generating energy from residual waste (i.e. waste post-recycling, post organic waste processing).

Scale Project 6) - Review of Development Approval Process to Consider Tools/Incentives to Encourage/Promote Energy Efficient Growth:

Project Chair: Jim Riddell, Director of Community Design & Development Services.

Project Description: To provide appropriate processes and incentives to encourage sustainable growth and to advance the vision, goals and general directions of the CEP.

Project update: The CEP forms the basis for land use planning and building design for the City. A report prepared by Community Design and Development Services entitled "Guelph's Local Growth Management Strategy Recommendations in Response to the Growth Plan for the Greater Golden Horseshoe", dated April 10, 2008 and the related Addendum report, dated June 23rd, 2008 provided the City's response to the Province's Growth Plan. In particular, the Addendum Report provided recommendations based on a decision letter received from the Ministry of Public Infrastructure Renewal dated June 19, 2008, which advised that Guelph would be required to plan for a population target of 169,000 to the year 2031.

In addition to continuing work on the Local Growth Management Strategy, Community Design and Development Services is also continuing work on the Urban Design Action Plan and the Official Plan Update. The Official Plan provides the framework to incorporate environmental sustainability into municipal decision making. It will provide policies for achieving long term community energy planning and selecting land use and community design options based on their ability to make the most efficient use of energy.

In addition, funds have been set aside in the 2008 and 2009 budget to assist in three (3) projects which will further CEP implementation. They are:

- 1. **Green Building Strategy**: To prepare a Green Building Strategy and guideline to maximize energy efficient building construction (residential, industrial, commercial) and major renovations. Goals include to creating the beginning of in-house technical expertise on energy efficient building construction practices and to ensure highly effective information sharing. As well, there will be an exploration of incentives and other approaches.
- 2. **Development Approval Process Review**: To ensure energy efficient development. To examine and implement planning mechanisms available to prioritize and promote development that is in keeping with the goals of the CEP.
- 3. Alternative Development Standards Review: To developing alternative development standards to ensure the City is current with technologies and

practices utilized by other municipalities while adhering to the City's Strategic goals and objectives which state "an attractive, well-functioning and sustainable city" and "a distinct community identity with leading edge City–wide urban design polices.

Scale Project 7) - Provincial Data Centre:

Project Co-Chairs: Ian Miles and Peter Cartwright.

Project Description: The City and Guelph Hydro explored the option of district energy for this facility.

Project Update:

 Meetings were held involving Guelph Hydro and City staff (CD&DS - Economic Development), and the Province. However, the Province did not want to proceed at this stage of development as timelines were tight.

Next Steps:

- The Province is open to discussions on co-generation as an add-on after facility is operational (2010);
- No further work on this project at this time. This project will not be reported in the next Update Report unless reactivated.

Scale Project 8) - Ecotricity - District Heating Using Residual Heat from Ecotricity:

Project Chair: Ian Miles, Guelph Hydro Inc.

Project Description: Capture and distribution of residual heat from Ecotricity facility to one or more subdivisions to be built adjacent to City's former Eastview Landfill Site, or, alternatively, to a City facility (e.g. Victor Davis Pool or City greenhouses).

Project Update:

- Several meetings have been held with consultant, developer and Guelph Hydro, as well as discussions with discussions with staff from Environmental Services and Corporate Services (Corporate Property Division);
- Feasibility Study completed regarding one adjacent development (Mountford Drive). However, payback and returns are not attractive due to the distance of underground infrastructure required and the relative density of the proposed development.

Current / Next Steps:

- A further study for an adjacent residential development is currently being considered (Grangehill 7). Several meetings/discussions have been held with staff and the developer;
- Initial analysis looks favourable due to the built density of the proposed development, which includes apartment blocks and condominiums;

- Next step is a meeting with staff and developer on July 4th, 2008 to explore feasibility;
- New Due to the potential for the development of private sector anaerobic digestion facilities in the York-Watson vicinity, GHI is also exploring the possibility of building infrastructure from the anaerobic digestion site(s) to the Ecotricity site to supplement the landfill gas fuel source with gas produced by the anaerobic digesters.

Scale Project 9) - York Lands:

Project Chair: Peter Cartwright

Project Description: To develop a sustainable community, including district energy and utilizing Integrated Energy Management Planning.

Project Update:

- Multiple meetings/discussions have been held regarding this property being a showcase for sustainable energy management and usage;
- The Ministry of Public Infrastructure Renewal (PIR) released its study on the future development options for this property, recommending that development should focus on advancing the innovative economic development objectives of the Province and City, including future residential, commercial and institutional development opportunities. District energy was referenced as a component for any future development scenario;
- Meeting held with representatives from ORC, PIR, CDDS and Environmental Services to review status of the York District Secondary Planning process and to initiate discussions on next steps with respect to the establishment of a development process between the City and Province. These discussions include the integration of community energy systems;
- Meeting held with ORC, PIR, Economic Development and James McKellar to further define next steps for the development of the York District Lands. Agreed that the City will take the lead with local stakeholder to develop a business case regarding the strategic use of these lands to support the Province's and City's innovation sector objectives;
- Meeting held with Guelph Partnership for Innovation (GPI) to discuss its involvement in developing the business case. GPI to commit funds to assist with the development of this plan;
- Meeting held with Guelph Men's club to discuss their interest to have an environmental learning centre incorporated into the business case. Agreed to keep them informed on the status of the business case and their specific interest;
- Meeting held with Ontario Auto Bio Council to investigate its possible interest in participating in the business case.

Next Steps: Scheduling meeting for July with James McKellar, GPI and others to develop schedule and to begin to develop Terms of Reference for the business case.

Scale Project 10) - New South-End Emergency Services Facility:

Project Chair: Shawn Armstrong

Project Description: The South End Emergency Service Station (SEESS) is a 35,000 square foot building that will encompass shared facilities for Police, Fire and EMS who will provide emergency services to the south end of the city. Through a September 2007 resolution of Council, the New South-End Emergency Services Facility will be built to energy efficient standards, supporting many objectives of the Community Energy Plan.

Project Update:

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 by pursuing the following initiatives:

- 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).

Next Steps:

- The conceptual site plan and building layout have been approved;
- The Architect is currently working with Corporate Services (Corporate Property Division) on the detailed design of the facility.

OTHER COMMUNITY PROJECTS:

In addition, a number of other significant City/community initiatives have been initiated, as described below.

1. The Mayor's Megawatt Challenge:

The Mayor's Megawatt Challenge, a project developed by the Toronto Region Conservation Authority (TRCA) involving about a dozen municipalities, is sharing best practices in order to help save energy in our City facilities. As part of this project, the Green Building Council of Canada presented its **LEED Complete** program which is intended to help municipalities develop a comprehensive program with respect to green buildings and green initiatives.

With the recent hiring of the Corporate Services (Corporate Property) Energy Conservation Project Manager, staff will re-evaluate the costs/benefits of continuing participation.

2. Energy Audit of the Victoria Road Recreation Centre:

As part of the Mayor's Megawatt Challenge, the City (Corporate Services -Corporate Property and Environmental Services) participated in an energy audit at our Victoria Road Recreation Centre in 2007. A final report was presented to the City.

As a result, during 2008 staff will be replacing an electric dehumidifier with a natural gas fired dehumidifier, which will lead to substantial savings. Funding for this type of retrofit work is available from ecoENERGY Retrofit Incentive for Buildings, and Electricity Retrofit Incentive Program (ERIP). Staff will apply for any available funding and will determine other City facilities which may be suitable.

3. <u>Reid's Heritage Group's New LEED's Platinum Home</u> in Guelph was completed in July of 2007 and continues to garner recognition for Reid's and for the City of Guelph. This innovative home in Guelph's south-end has many energy efficient features and is the first LEED Platinum home in Canada and is ranked #1 out of 7 LEED Platinum homes in North America. It has been recognized by the Chief Conservation Officer of Ontario, Peter Love, and has been toured extensively since it opened last summer. This project is complete.

4. Guelph Environmental Leadership - Green Impact Guelph Project:

The City is partnering on a community scale project with the Guelph Environmental Leadership and others. Phase 1 of the Green Impact Guelph (GIG) was completed in December 2007. The GIG drew upon existing provincial and federal programs and local community partnerships and helped to drive energy, water and transportation reductions through training, products and incentives. During 2007, the GIG project secured and delivered over 15,000 conservation kits to the community, completed a Community Behaviour/Barriers Survey, and offered a Green Leadership Training Program.

During 2008, the GIG project will focus on ensuring the kits delivered are being installed, removing any barriers to installation, as well as helping to quantify water and energy savings due to these kits.

5. <u>Guelph Environmental Leadership - OPA Project Supporting Energy</u> <u>Productivity Improvements in Guelph:</u>

The City has partnered with Guelph Environmental Leadership, the University of Guelph and GHESI on this project which will enhance energy conservation in the residential sector of Guelph by providing:

- A benchmarking platform where residents can compare their actual household energy (electricity, gas, transportation) and water usage with all other households and with similar households;
- A kiosk system to provide community access to sustainability indicators and improve their knowledge on energy and conservation; and
- Innovative and interactive educational materials relating benchmarking, indicators and behaviour to energy and conservation topics.

Project funding (\$520,940) has been provided by the Ontario Power Authority (OPA) (\$233,760) and other cash funders (\$76,200) and in-kind funders (\$210,980). In 2007 GHESI supported this innovative project by contributing \$25,000 in cash as well as supplying aggregate City-wide energy and water consumption data in order to refine the development of the software benchmarking tool.

6. Green Electricity Purchase - Bullfrog Power:

During 2008, the Environmental Services Department recently entered into an Agreement with Bullfrog Power to supply green power to the power grid on behalf of the City's Waterworks Division. Approximately 1827 MWh of green electricity will be supplied to the grid from June 1st to December 31st, 2008, equivalent to the electricity requirements of the Woods Pumping station. As part of the 2008 budget, City Council approved \$60,000 for the purchase of green power in City facilities.

Bullfrog Power provides a convenient way to support locally generated renewable power. Bullfrog's power comes from clean, green sources like wind and low-impact water power. All of their generators have received Environment Canada EcoLogo^M certification. The premium charged by Bullfrog to supply clean electricity is 3 cent/KWh (or \$30.00 per Megawatt Hour).

7. Operation Power-Down/Earth Hour:

These annual initiatives provide opportunities to engage the community in our conservation efforts. They allow for fun and easy ways for everyone to participate and learn the value of conservation.

In response to the 2003 power blackout, the City of Woodstock first challenged Ontario municipalities to a Blackout Day Challenge to see which City could lower its power use the most on August 13, 2006. Again in 2007, the same challenge was issued. The City of Guelph has branded its local campaign Operation Power Down. We have again been challenged to participate in 2008 and staff have been engaging community groups and businesses to ensure we have a well developed response to the challenge in 2008. On March 29th, 2008, the City of Guelph participated in the first Global Earth Hour initiative. Similar to the Blackout Day Challenge, this initiative called on the community to reduce its energy use, especially from 8:00 p.m. to 9:00 p.m. (Earth Hour). Again this provided an opportunity to engage the residents and businesses in our community. On March 29th, there was a marked drop in energy consumption (approximately 3%) between 8:00 p.m. and 9:00 p.m. in Guelph.

8. Project Porchlight:

Phase II of the Compact Fluorescent Light bulb (CFL) give-away was held in late 2007 in conjunction with the GIG project. Approximately 30,000 CFLs were distributed in the fall of 2007 as part of a larger energy bundle. This City initiative (Community Services - Community Development) is funded by the Ministry of the Environment's Community Conservation Initiative.

9. Guelph Hydro Conservation and Demand Management (C&DM) Program:

Guelph Hydro Electric Systems Inc. built on the foundations laid in 2005 and 2006 by investing \$533,000 in various local CDM initiatives during 2007. Notable plan components completed included: various education & promotion events and activities; support for the development of an innovative energy benchmarking system for Guelph; incentives to encourage the upgrade of a co-generation facility at the City's Waste Water Treatment Plant; support for the upgrade of building automation control systems in local secondary schools; incentives to upgrade lighting systems within the University of Guelph; as well as measures to improve the efficiency of Guelph Hydro's electric distribution grid.

These programs resulted in the avoidance of 2,679,686 kW.h of electrical use during 2007, and 22,316,905 kilowatt-hours over the lifecycle of the 2007 initiatives. Total kW reductions for 2007 initiatives is 248 kW.

10. Guelph Hydro Summer Savings Stampede:

In 2007, Guelph Hydro Electric Systems Inc. launched a four-part energy conservation program in 2007 which included:

- The Great Refrigerator Round-up;
- o *peaksaver™* Residential Demand Response Program;
- o Summer Savings Challenge Program; and
- o Electricity Retrofit Incentive Program (ERIP).

All four projects are aimed at peak shaving and energy conservation. An update based on year-end results is provided below:

 The Great Refrigerator Roundup: During 2007, this program resulted in the removal and environmentally friendly recycling and disposal of 594 older energy inefficient appliances, including 463 refrigerators, 125 freezers, and 6 window air conditioners;

- PeaksaverTM Residential Demand Response Program: This program was deployed late in 2007, and resulted in the installation of 6 remotely controllable thermostats in residential households in Guelph. These thermostats can be remotely controlled to reduce peak electricity usage on supply constrained days. Thermostat installations from the 2007 enrollment continued into 2008;
- Summer Savings Challenge Program: This program resulted in the reduction of residential energy use over the period July 1 – August 31 by 3,976,589 kWh;
- Electricity Retrofit Incentive Program (ERIP): This program targeted commercial and industrial customers by providing incentives to encourage energy efficiency improvements. Upgrades completed in 2007 were primarily lighting upgrades. A total of 10 projects were committed and approved, with a resultant total demand reduction of 743 kW and annual energy savings of 5,764,885 kWh. Canadian Tire, Conestoga College and Pier 1 Imports all completed their projects before year end 2007.

Total *annual* energy savings from these programs are estimated at over 740 kW and 10,300,000 kWh.

11. Formation of a New CEP Entity:

The CEP did not describe how the CEP should be governed, structured and funded. Guelph Hydro and City staff developed the concept for a new entity be formed, to be governed by a board of directors that represents a broad constituency of energy users and providers in the community, and staffed with a manager/executive director (to be funded by Guelph Hydro).

Terms of Reference for the new entity were developed by staff of Guelph Hydro and the City, in consultation with several of the CEP's original consortium members. Based on the Terms of reference, the City and Guelph Hydro engaged a consulting firm to develop a business plan for this new entity.

The business plan has been completed.

12. Community Energy Plan Project Manager:

On February 19th, 2008, Council approved for the hiring of a Community Energy Plan Project Manager, as recommended in the CEP. This position will project manage and drive all CEP-related City projects, bringing resources together and building needed community relationships. The first step will be to develop a detailed implementation plan and schedule for all projects, showing timelines, key deliverables, resources, and key Council decision points. In addition, the Community Energy Plan Project Manager will provide staff and community training sessions and workshops, and will work with Corporate Services -Corporate Communications to communicate the City's successes. This position has been advertised and applicants are currently being reviewed with the expectation to offer this position shortly.

WATER EFFICIENCY INITIATIVES:

As Council and the community is aware, the CEP addresses both water and energy conservation. A companion Community Development & Environmental Services report entitled "Water Conservation and Efficiency - Update Report" dated July 11, 2008, provides a similar update to Council on all initiatives and activities to achieve the goals of the CEP through water conservation efforts.

CORPORATE STRATEGIC PLAN

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

Goal 5. A community-focused, responsive and accountable government.

Goal 6. A leader in conservation and resource protection/management.

FINANCIAL IMPLICATIONS DEPARTMENTAL CONSULTATION

- Community Design and Development Services;
- Economic Development and Tourism;
- Corporate Services Corporate Property; Corporate Communication;
- Emergency Services;
- Operations Department;
- Guelph Hydro Inc.;
- Guelph Hydro Electric Systems Inc.

COMMUNICATIONS

N/A

ATTACHMENTS N/A

Prepared By: Janet L. Laird, Ph.D. Director, Environmental Services (519) 822-1260, ext. 2237 janet.laird@guelph.ca

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, July 11, 2008
SUBJECT	Noise Control By-law Exemption Request for the New Student Orientation Week at the University of Guelph
REPORT NUMBER	08-72

RECOMMENDATION

"THAT Report 08-72 regarding a noise by-law exemption request on behalf of University of Guelph for New Student Orientation Week from Saturday August 30, 2008 to Friday September 5, 2008, from Community Design and Development Services, dated July 11, 2008, BE RECEIVED and;

THAT an exemption from Schedule A of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the New Student Orientation Week including the amplification of music and speech and crowd noise between the hours of 11:00 p.m. to 12:00 a.m. from August 30^{th} to September 5^{th} , 2008, BE APPROVED."

BACKGROUND

The University of Guelph will be holding the annual New Student Orientation Week throughout various areas on the campus on their property. The University of Guelph received approval of the same Noise Exemption requests for 2005 to 2007.

REPORT

Orientation week is designed to introduce new students to the social, academic and cultural environment at the University of Guelph. There are over three hundred events planned throughout the week.

Orientation Week is an important tradition at the University of Guelph. It is their chance to introduce new students to the services, resources, and people at the University. Events organized range from music festivals to Ultimate Frisbee games, walks in the Arboretum to food fairs, a Guinness World Record Challenge, meet and greets, mock lectures and a Pep Rally. The exemption to the Noise Control By-law (2000)-16366 is for one additional hour from 11:00 p.m. to 12:00 a.m., generally for crowd noise and amplified music. The exemption has been requested for the circumstance that some of the events may run past the 11:00 p.m. time restriction.

Since the University of 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 July 18th, 2008 (see Schedule "A").

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

ATTACHMENTS

Schedule "A"- Public Notice

Prepared By:/ Pat Sheehy Senior By-law Administrator 837-5616 ext. 2388 patrick.sheehy@guelph.ca

Recommended By:

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

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SCHEDULE "A"

PUBLIC NOTICE

Noise Control By-law Exemption

The University of Guelph has applied for an exemption to the City of Guelph Noise Control By-law which prohibits the amplification of music, crowd noise and speech between the hours of 11:00 p.m. and 9:00 a.m. The request is to permit activities associated with New Student Orientation Week from Saturday August 30, 2008 to Friday September 5, 2008. The application is to permit the noise associated for New Student Orientation Week for one additional hour from 11:00 p.m. to 12:00 a.m.

The application will be presented to Guelph City Council in a public meeting on Monday July 28, 2008 at 7:00 p.m. As with all applications, if you wish to speak to City Council about this application, please contact Lois Giles, City Clerk at 519-822-1260 x2332 no later than July 24, 2008. If you are unable to attend this Council meeting and wish to make comment, send comments to Lois Giles no later than July 24, 2008.

For more information please contact:

Pat Sheehy

Senior By-law Administrator

519-837-5615 x 2388

INFORMATION REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services July 11, 2008
SUBJECT	York District Hybrid Land Use Plan (Guelph Innovation District) Phase III Update

REPORT NUMBER 08-84

RECOMMENDATION

THAT Community Development and Environmental Services Report No. 08-84 "York District (Guelph Innovation District) Hybrid Land Use Plan and Phase III Update" dated July 11, 2008 be received for information.

BACKGROUND

York District consists of 426 ha. (1,052 acres) of land located south of York Road, east of Victoria Road, and includes lands south of Stone Road. (**See Attachment 1**)

The Existing Official Plan Designations and Land Uses

The City of Guelph Official Plan designates parts of the study area as "Open Space", "Industrial", "Service Commercial", "Neighbourhood Centre" with the majority within a "Special Study Area" designation. The Special Study Area recognizes that "a diversity of existing and potential land use activities and a holistic examination of land use, servicing, transportation and community needs is required".

The primary land uses east of the Eramosa River include: the City's Waste Innovation Centre, Cargill Meat Solutions and the closed Provincial reformatory facility. West of the river the use is predominantly agri-forest research conducted by the University of Guelph and the Guelph Turfgrass Institute. South of Stone Road there is a mix of residential and employment lands.

Attachment 2 outlines progress of the Development Strategy to date. The salient aspects are expanded upon below.

York District Phase I Background Report (January - March 2005)

The York District Study was initiated in early 2005 to determine an appropriate land use and servicing strategy for the area. The City completed its Phase I Background Report through the consulting services of planningAlliance.

York District Phase II Land Use Concepts (April 2005 - November 2007)

a) Phase II Preferred Land Use Scenarios

Between April 2005 and November 2007 land use concepts were developed by planningAlliance on behalf of the City.

On March 23, 2007 the "York District Preferred Land Use Scenario" from the Phase II land use concepts document was received by Council.

See **Attachment 1** for the Phase II Preferred Land Use Scenario prepared by planningAlliance.

This scenario focused on the delivery of employment lands with an institutional designation proposed for the Provincial reformatory lands east of the Eramosa River. Commercial and Mixed Use Nodes were proposed for the north and southwest corners of the study area. The residential enclave at the southeast corner was proposed with no additional growth or change in use proposed. The City's scenario focused on municipal land use needs, cultural and natural heritage protection, marketability and compatibility with surrounding land uses and other City initiatives.

Council authorized the use of the Preferred Land Use Scenario for the development of a final land use strategy for the area. Council also requested that the area defined as "lands south of Stone Road" be recognized as a "Specialized Area".

At the same time, the Council also endorsed, at the request of the Province, a pause in the process to allow the Province, a major landowner within the area, to conduct its own community consultation process as input into a development strategy for their lands.

In March 2007, the Phase III Work Plan was put on hold to allow the Province's planning exercise to continue, before further consideration of the planning for the area.

b) Provincial Pause for Authenticity Development Strategy (April – November 2007)

The Province has and continues to be actively involved in determining the best future use for its lands and has participated throughout the City's land use planning process. Provincial interests include the economic value of any lands declared surplus and the implementation of provincial policy including natural and cultural heritage protection and growth management policies. The cooperative partnership currently in place between the City and Province has undoubtedly added value to the work underway. The Authenticity report commissioned by the Province involved a series of Roundtable discussions with key stakeholder groups and townhall meetings with the general public. The Authenticity Development Strategy is shown on **Attachment 1** and proposed an integrated mixed use, live work focus concept. Live work designations were proposed along the western edge of the Eramosa River with an adjacent business park designation fronting on Victoria Road. The Provincial reformatory lands are proposed to be designated for mixed use and business park.

Both the City and Provincial scenarios share the protection of the central natural corridor along the Eramosa River. Provincial concerns also included the principles of the Provincial Growth Plan for the Greater Golden Horseshoe which was approved in 2006.

With the delay a number of new considerations have surfaced which will affect the development of the York District lands. These new initiatives include the Community Energy Plan, the City's Strategic Plan, the ongoing work on the Natural Heritage Strategy and local growth management directions.

c) Phase III Community Design Charrette (April 2008)

Following the Provincial public engagement process that took place over the summer of 2007, the Authenticity Report was released in November 2007. With the release of the Authenticity Report, planningAlliance, on behalf of the City was requested to review the Authenticity Report and propose a preferred scenario after giving consideration to the work completed by the Province.

PlanningAlliance completed their analysis which was presented in a Community Design Charrette held on April 5, 2008. At the Design Charrette two similar concepts for a hybrid plan were prepared which built upon the work completed to date by Authenticity, commissioned by the Province, and by planningAlliance for the City.

Attachment 3 presents the hybrid plans presented at the design charrette. Both plans continue to show an employment focus for the lands, including Industrial Employment and Employment Mixed Use. Industrial employment is focused on the lands immediately surrounding existing industrial uses east of the River - Cargill Meat Solutions, the City's Waste Innovation Centre, and PDF Industries (formally Huntsman lands).

The lands occupied by the Provincial reformatory structures and landscapes are identified as Institutional. A Residential Mixed Use node is centered around the Turfgrass lands. Neighbourhood and Service Commercial uses are identified at the northern corners of the site. The Eramosa Reverine system including a small tributary and associated floodplain, and the Earth Science ANSI are proposed within the Greenlands designation. Two options are proposed on the southeast corner – Residential and Industrial Employment.

Salient messages coming out of the public design charrette were:

- the need for a clear vision, plan and strong policies;
- focus should be on innovation, employment, "green" industries, research and development and potential partnerships with the university;

- protection of the natural and cultural heritage features was considered essential;
- provide for high density mixed use, live work environments on a 24/7 basis affordable to a range of household incomes and needs (no single detached residences);
- create a village village square environment ;
- protection of sightlines from the top of the hill occupied by the Turf Grass Institute;
- provide for environmental leadership by supporting alternative energy sources, LEED standards and other innovations;
- urban agriculture potential;
- integrate all modes of transportation, e.g., pedestrian, light rail;
- recognize the significance of the recreational assets and the importance of public access to natural features;
- ensure adaptive reuse and protection of historic buildings and landscapes;
- heavy industry is not desirable;
- groundwater protection is important; and
- appropriate buffers are needed between uses and natural heritage features.

REPORT

The profile of the York District lands has increased considerably since the Phase I work. This project is of significant interest to community stakeholders and is one of Council's top priorities. It has become apparent that the Phase III work would need to be expanded to address a broader scope of issues and ensure that there are clear policy directions to guide development through the Secondary Plan. As a result revised terms of reference have been developed to guide the secondary plan process (See Attachment 4).

The terms of reference have been expanded in a number of areas including:

- the Community Energy Plan The Plan will include an assessment of district heating opportunities, co-generation facilities, renewable energy, bio-energy, and alternative design and construction standards in the areas of energy and water conservation and the reduction of green house gasses (e.g. geothermal systems, solar, wind, energy star standards, etc.);
- provision for affordable housing;
- market feasibility of an innovation, research and development focus on the employment lands;
- protection of views both from and within the area;
- urban design guidelines including 3 D modelling.

The secondary plan will place a high emphasis on urban design excellence and will include built form and public land recommendations and guidelines as well as implementation mechanisms. Design guidelines should include general site development, public realm, built form and design guidelines for signature sites and landmarks.

The Secondary Plan will include:

• A vision and Development Concept for York District

- Planning Principles and Objectives
- Land Use and Urban Design Policies
- Protecting What is Valuable Natural and Cultural Heritage Resources, Energy Conservation and Climate Change Protection
- Municipal Servicing and Transportation
- Directions for Implementation

The Phase III process will be coordinated with work being undertaken by the Province in response to the Authenticity Report. Provincial staff continue to be supportive in the ongoing planning exercise by contributing to the studies, including the development of a Cultural Master Plan for the reformatory property to be completed in the fall 2008 and the completion of the Stage 1 Archeological Assessment. Staff will continue to work with the Province as the plan proceeds.

A draft secondary plan is scheduled for completion in the fall 2008 followed by a public open house. A Final Secondary Plan will be developed followed by a statutory public meeting. Council approval of the Plan is anticipated in early 2009.

CORPORATE STRATEGIC PLAN

The York District Study addresses all of the following strategic goals:

An attractive well-functioning and sustainable City.

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

A diverse and prosperous local economy.

A vibrant and valued arts, culture and heritage identity.

A community-focused responsive and accountable government.

A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS

The City has approximately \$68,000 in the Tax Supported Capital Budget for this project. Staff are pursuing avenues for additional funding to address the broader scope of the Secondary Plan.

DEPARTMENTAL CONSULTATION

A staff advisory group has been established to assist with this project including representation from Community Services, Economic Development and Tourism, Engineering, Environmental Services and Policy Planning and Urban Design. The advisory group has been instrumental in pulling together background information and developing the recommended land use scenario.

COMMUNICATIONS

A comprehensive public consultation process has been followed during Phases I and II of the project as addressed in Attachment 2.

The Province has been, and has indicated that it will continue to be an active partner.

Stakeholders will continue to be consulted as the Phase III process continues and will be provided further opportunities to comment through the Secondary Plan

process. Information on this project continues to be updated on the City's website, including results from the Province's work.

ATTACHMENTS

Attachment 1: City Preferred Land Use Scenario and Authenticity Development Strategy

Attachment 2: York District Project Milestones

Attachment 3: Hybrid Land Use Plans

Attachment 4: Revised Terms of Reference

Prepared By: Joan Jylanne Senior Policy Planner 519-837-5616 ext 2519 joan.jylanne@guelph.ca

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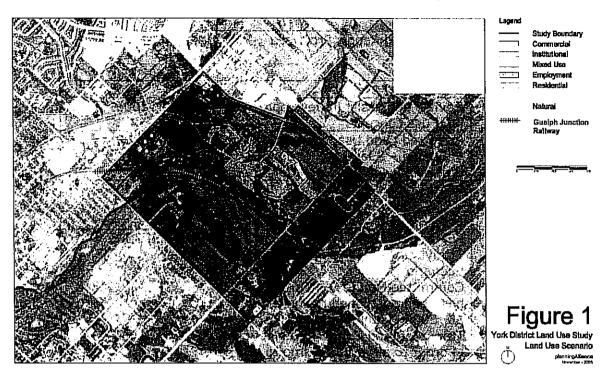
Recommended By: Marion Plaunt Manager of Policy Planning & Urban Design 519-837-5616 ext 2426 marion.plaunt@guelph.ca

Recommended By: James N. Riddell Director of Community Design & Development Services 519-837-5616 ext 2361 jim.riddell@guelph.ca

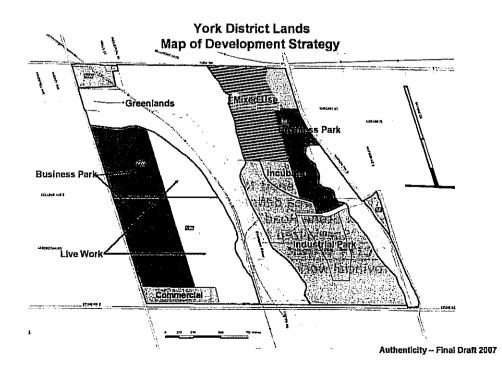
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Attachment 1: Comparison of City and Authenticity Scenarios

City Preferred Land Use Scenario – Phase II Report



Authenticity Development Strategy



CITY OF GUELPH INFORMATION REPORT

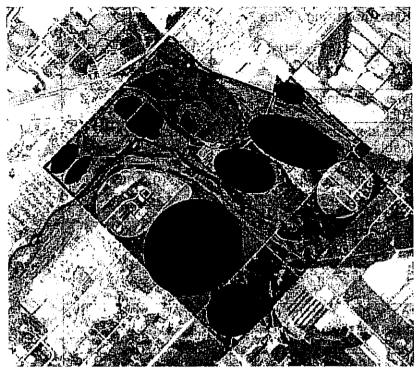
Attachment 2: York District Project Milestones

PHASE ONE – BACKGROUND REPORT					
First Public Consultation Meeting – Royal Canadian Legion	Introduce Project	January 25, 2005			
Phase I Consultant Background Report	Background Report Produced	March 17, 2005			
PHASE TWO - LAND U		A			
Community Workshop – Turf Grass Institute	Review and assist in development of land use concepts	April 6, 2005			
Phase II Consultant Report	Preferred Land Use Scenario Report Produced – 7 land use options presented with 12 evaluation criteria	Nov. 24, 2005			
Presentation of Preferred Scenario to Committee Scheduled	Report pulled until next meeting	Nov. 28, 2005			
Presentation of Preferred Scenario to Committee Rescheduled	PET Report 10-128 York District Study Phase 2 – Preferred Land Use Scenario Committee Minutes – "This matter has been postponed to the January 16, 2006 Planning, Environment and Transportation Committee Meeting in order to allow more time to review the report."	Dec. 12, 2005			
Council Information Report	York District Study Update	January 18, 2007			
Public Information Session – Royal Canadian Legion	Review Phase II	February 1, 2007			
Special Committee Meeting	CD&ES Report 07-25 York District Land Use Study Process	March 23, 2007			
Council Resolution	THAT the "York District Preferred Land Use Scenario" be received and used as the basis for the development of a final land use strategy for the York District lands; AND THAT the York District Study Phase 3 workplan be endorsed as presented in Schedule 3 of Community Development & Environmental Services Report No. 07-25. AND THAT the area defined as "lands south of Stone Road" be recognized as a "Specialized Area".	April 2, 2007			
	OR AUTHENTICITY WORK	Amul 10, 0007			
Special Information Session: York District Lands	Introduce Provincial work to public	April 12, 2007			
Roundtable Meetings	Four roundtable groups gather to	Spring – Summer			

	develop ideas for York District lands	2007
	A – Research, Development and	
	Innovation	
	B – Light Manufacturing, Office &	
	Retail	
	C – Residential and Mixed-Use	
	D – Culture, Design and Creative	
	Enterprise	
Public Town Hall 1	Public review of roundtable ideas for York District	June 18, 2007
Public Town Hall 2	York District ideas presented based	August 7, 2007
	on roundtable work and public input	
	from Public Town Hall 1 Meeting	
Authenticity Report	Final Report and Appendices	Nov. 19, 2007
Released	released	
PHASE THREE - LAND	USE AND SERVICING FINAL REPOR	
Information Session for	Update landowners south of Stone	Dec. 10, 2007
Landowners South of	Rd. on the process and allow	
Stone Rd. – Waste	opportunity to share views	
Innovation Centre		
Meeting Room		
Urban Design Charrette	Input into the development of land	April 5, 2008
_	use concepts for the area, including	
	range of land uses	
Hybrid Land Use Plan	Prepare and submit Hybrid Land Use	
and Development	Plan, Preferred Land Use Concept	
Concept Rationale	and recommended permitted uses to	
	Planning Division including analysis	
	of the existing public input, impact	1
	on surrounding land uses, rationale	
	for recommended development	
	concept, and planning analysis of	
	alternatives for the existing	
	residential enclave on the south east	
-	corner of Stone Road.	

Attachment 3: Hybrid Land Use Plans

ALTERNATIVE LAND USE OPTIONS

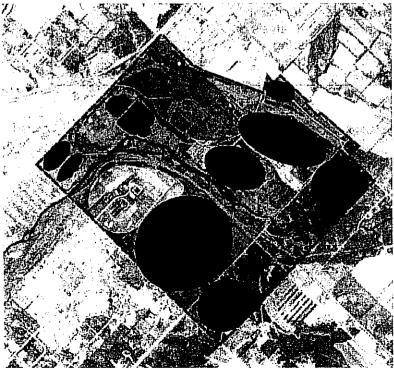


Legend

- site boundary
 - neighbourhood commercial
- service commercial
- institutional
 - employment mixed use
 industrial employment
 - residential mixed use
 - residential III

greenlands

ALTERNATIVE LAND USE OPTIONS



Legend

site boundary neighbourhood commercial service commercial institutional employment mixed use industrial employment residential mixed use greenlands

Description of the Hybrid Land Use Plans

The hybrid land use plans focus on the delivery of employment lands, including Industrial Employment and Employment Mixed Use. Industrial Employment focuses on lands immediately surrounding existing industrial uses including Cargill Meat Solutions, the City's Waste Innovation Centre, and PDF Industries (formally Huntsman lands). The lands supporting the provincial reformatory structures and landscapes are identified as Institutional. A Residential Mixed Use node is centered around the Turfgrass building. Neighbourhood and Service Commercial uses are identified at the northern corners of the site. Lands south of Stone Road are largely covered by Greenlands with a Mixed Use Employment node on the southwest corner with two options provided on the southeast corner – Residential and Industrial Employment. A Greenlands corridor bisects the site focusing on the river corridor with additional lands on the district's northern and eastern edges.

Definitions of the land use classifications are described below.

Employment Mixed Use:

Lands that accommodate a range of high quality, light manufacturing, research and development facilities and office development, trade centres, corporate offices, laboratories, administrative centres, utilities, data processing and knowledge based technology. Compatible institutional (government uses, religious uses, daycare centres, indoor community and recreational facilities) and accessory commercial development may be permitted so long as the employment focus is maintained. The employment mixed use classification would not preclude ongoing research activities occurring on the Turfgrass and agri-forestry portion of the property but rather broadens the range of possible employment uses for the area from that permitted under the current Institutional designation.

Greenlands:

The large expanse of natural area recognizes important natural features, including floodplains, provincially significant wetlands, significant woodlots, an Area of Natural and Scientific Interest (ANSI) and parks/recreational space, including portions of the city-wide trail system.

Industrial Employment:

Lands that accommodate a range of manufacturing and industrial uses that maybe unsuitable for mixed use development. Examples include: the manufacturing, fabricating, processing, assembly and packaging of goods, foods and raw materials; recycling facilities; research and development facilities; repair and servicing operations; laboratories; etc.

Institutional:

Lands that accommodate a range of institutional uses including public buildings, universities, colleges, social and cultural facilities, research and development facilities, hospitals, residential care and health facilities. Residential development may be permitted so long as it is a functional component of an institutional use (e.g. university residence).

Neighbourhood Commercial:

Lands that accommodate commercial development that primarily serves the shopping needs of residents living and working in nearby neighbourhoods and employment districts. Institutional and small scale office uses may also be permitted where compatible. Medium density multiple unit residential buildings and apartments may also be permitted provided the principle commercial function is maintained.

Residential Mixed Use:

Lands that accommodate a range of residential types in many possible configurations, both within buildings and within the local context, resulting in vibrant pedestrian oriented high density developments. Focus of development is on mixed use residential and live work opportunities. Compatible local commercial, recreational and small scale institutional uses are permitted so long as the residential focus of development is maintained.

Service Commercial:

Commercial uses that serve the local community or highway. Examples include: gas bars, restaurants, hotels, small offices, medical clinics, etc.

Attachment 4: Revised Terms of Reference

Revised Terms of Reference for a Secondary Plan (June 2008)				
Task	Task Description	Timelines		
Analysis of Public Input	Provide an analysis of the existing public input, community design charrette results.			
Prepare Vision Statement	Elaborate upon and prepare a vision statement which addresses the proposed land use concept.	Spring and Summer 2008		
Analysis of Recommended Development Concept	Prepare draft land use designations, permitted uses and policies for the preferred concept, including density (minimums and maximums) and heights, supported by drawings, imagery and text.			
Market Feasability	Analyize market feasability of the proposed uses, impact on surrounding land uses, and rationale for recommended development concept.			
Natural and Cultural Heritage Constraints and Opportunities Identification	Identify constraints and opportunities, e.g., the identification of the cultural heritage resources on site e.g., archaeological significance, the reformitory,caretaker residence, stone walls etc. and their historic signifiance. Natural heritage features and constraints e.g., slopes/valley lands, flood plains and wetlands, to be protected/enhanced/restored.			
Natural and Cultural Heritage Measures	Recommend mitigation measures and policies to address – natural and cultural heritage constraints/opportunities. views and environmental impacts, e.g., identify which components of the built heritage are worthy of protection, establish setbacks from the natural heritage features, identify views to be protected			
Energy Plan Opportunities	Analysis of the feasibility of the incorporation of district heating (and land requirements), renewable energy, bioenergy, alternative			

·····		
	design and construction standards to reduce energy and water requirements to include but not limited to geothermal, solar, wind,	
	reuse of grey water, LEED and Energy Star standards for new	
	construction and redevelopment.	
Identify Infrastructure Requirements	Identify infrastructure requirements (e.g., parks, trails and transportation (bicycle paths, transit, rail), water and wastewater, including phasing and costs	
Affordable Housing	including phasing and costs.	
Policy Direction	Provide policy direction for affordable housing	
Develop Implementation Strategies	Recommend implementation strategies, and tools, phasing, and energy sustainability and urban design guidelines/framework (e.g. 3D imagery).	
Draft Secondary Plan	Prepare and submit recommended draft secondary plan incorporating the above to the City staff.	Fall 2008
Public Open House	Public Open House	Fall 2008
Final Secondary Plan	Incorporate input and submit Final Secondary Plan	
Statutory Public Meeting	Statutory Public Meeting before Council (Planning Meeting)	
Council Approval and adoption of the Secondary Plan	Council Decision on Secondary Plan	Early 2009

COMMITTEE REPORT



TO Community Development and Environmental Services Committee

SERVICE AREACommunity Design and Development ServicesDATEJuly 11, 2008

SUBJECTWater and Wastewater Servicing Master Plan StudyREPORT NUMBER08-79

RECOMMENDATION

"THAT the Water and Wastewater Servicing Master Plan Study be approved;

AND THAT staff undertake the proposed initiatives in accordance with the recommendations of the Water and Wastewater Servicing Master Plan Study, as outlined in Section 4.4 of the Executive Summary (copy attached);

AND THAT staff bring forward for Council approval, as required and through the budget process, projects arising out of these initiatives prior to implementation;

AND THAT staff continue to support the conservation goals approved in the Water Supply Master Plan with water conservation and inflow and infiltration reduction programs as measures to reduce the need to expand existing water distribution and wastewater conveyance infrastructure or the need to implement new water distribution and wastewater conveyance infrastructure;

AND THAT staff investigate wastewater reuse conveyance alternatives including possible servicing areas, users, infrastructure, regulatory approvals and funding requirements;

AND THAT staff investigate opportunities for energy capture from trunk sanitary sewers including possible servicing areas, users, infrastructure and funding requirements;

AND THAT Council continues to support asset management practices and sustainable funding levels for water and wastewater infrastructure rehabilitation and replacement;

AND THAT that staff will develop a Financial Plan to identify funding options for proposed increases for Council approval;

AND THAT staff continue to integrate the results of the Water and Wastewater Servicing Master Plan Study with approved City master plans including the approved Water Supply Master Plan and the future Wastewater Treatment and Stormwater Management Master Plans."

BACKGROUND

Community Design and Development Services (Engineering Services), Environmental Services (Waterworks and Wastewater Services), and Operations (Sanitary Sewer Maintenance), through its consultant Earth Tech Canada Inc., initiated the City's first comprehensive servicing master plan for the City's water distribution/storage system and wastewater conveyance system in June, 2006. The study was conducted in phases that focused on the review of system optimization, asset management and master planning.

Overall, the Water and Wastewater Servicing Master Plan study (WWSMP) reviewed and confirmed the operations of each system to enhance reliability, efficiency and capability to service existing and new city residents and businesses well into the future as identified by the City's Local Growth Management Strategy (LGMS). The objective of the Master Plan is to identify preferred servicing strategies and related system improvement requirements for water distribution/storage and wastewater conveyance. One of the chief benefits of the master planning approach is the coordination of system upgrades for various infrastructure and to improve service for both existing and new customers.

The study was completed in accordance with the Master Planning provisions of the Municipal Class Environmental Assessment (EA) process (Municipal Engineers Association, October 2000 as amended in 2007), under Ontario's Environmental Assessment Act. The Class EA process includes public and review agency consultation, an evaluation of alternatives, an assessment of the potential environmental effects of the proposed improvements, and identification of reasonable measures to mitigate any adverse impacts that may result.

In accordance with the Environmental Assessment Act, Council approval of the WWSMP is required in order to implement further work required on individual water distribution/storage and wastewater conveyance projects recommended in the Master Plan that require further Environmental Assessment approval.

REPORT

The terms of reference for the Water and Wastewater Servicing Master Plan was wide ranging in scope and included a review of conservation initiatives, system optimization, asset management and master planning phases. The City's water and wastewater network are complex systems that consist not only of watermains and sanitary sewers but also includes in-ground reservoirs, elevated storage tanks, booster stations, valves, pumping stations and water supply and wastewater treatment facilities. Usually Master Plans do not consider asset management as part of the project scope; however, staff included this component to better understand improvements required for the City's existing water and wastewater systems and how the existing condition and replacement prioritization of these assets could be completed in tandem with proposed upgrades and new infrastructure to service growth. The focus of this report is the Master Planning phase of the WWSMP. In addition to the asset management and system optimization inputs to the WWSMP, Population Projections, Development Charges, Implementation Planning, other Master Plans (Transportation, Waster Supply, Wastewater Treatment) and studies (Local Growth Management Study) were taken into account in the completion of the Master Plan.

Both the asset management and system optimization phases provided the necessary background to complete the Master Planning work. Ongoing work as a result of the study results will occur in the areas of asset management and system optimization. These include recommendations to further calibrate the City's water distribution model, carry out additional wastewater flow monitoring, conduct studies to improve system efficiencies (unaccounted for water, inflow and infiltration, energy capture) and improve asset management initiatives.

Water Conservation and Inflow and Infiltration Reduction

Consistent with the approved 2006 Water Supply Master Plan recommendations, Water Conservation, Water Loss Reduction and Inflow/Infiltration Reduction initiatives have been identified as preferred short-term alternatives in advance of the optimization of current water and wastewater infrastructure. In an approach consistent with that followed in the Water Supply Master Plan, optimization of existing and sizing of new infrastructure is based on capacity projections that incorporate the conservation goals approved by Council.

In accordance with previous conservation recommendations, staff have undertaken current programs and studies focused on water demand management, Inflow/Infiltration reduction and source optimization. However, in conjunction with these initiatives, there exists a need for further infrastructure investment to provide the current levels of water servicing to new and existing water users and to ensure the adequate availability of water for fire protection and emergency response.

The City's Water Conservation and Efficiency Program currently offers a number of programs and resources to assist local residents and business to achieve greater water efficiency. Currently staff are undertaking an update to the City's 1999 Water Conservation and Efficiency Study to form a comprehensive community-based conservation strategy to best meet the water reduction targets of the City's 50 year Water Supply Master Plan. As part of this 2008 Water Conservation and Efficiency Strategy Update, a Water Loss Mitigation Strategy is currently under development to provide an operational and maintenance action plan to reduce water loss through water infrastructure leakage and to proactively manage future water loss events.

With respect to reducing wastewater flows, programs that could benefit the City's sanitary sewerage system include a roof leader/ sewer disconnection program, improving sewer system performance by reducing Inflow and Infiltration and undertaking rehabilitation activities.

Growth Scenarios

The Water/Wastewater Servicing Master Plan presents a number of projects that will enable Guelph to maintain a consistent and reliable water distribution/storage and wastewater conveyance system as the City grows over the next 25 years. It was not the intention of the WWSMP to establish growth targets for the City but to consider a range of potential growth that may occur in the planning period and to develop water and wastewater servicing alternatives to satisfy the full range of potential growth. As a result, three population growth scenarios were considered:

- Scenario 1 Preliminary LGMS outputs (175,000 population and 35,000 employment equivalent population inside the City);
- Scenario 2 Preliminary LGMS (195,000 population and 45,000 employment equivalent population inside and outside the City);
- Scenario 3 Preliminary LGMS and Wastewater Treatment Master Plan outputs (165,000 population and 30,000 employment equivalent population inside the City limits).

Based on the growth scenarios, projections for water demand and sewage flows were developed.

Water Distribution System

The preferred alternative for the water distribution system was **Alternative 1**. In summary, the proposed improvements include the following:

- Zone 1 split to address existing low pressure areas in the south of Zone 1 which are partially a result of the decrease in the hydraulic grade line from the Verney tank to the Clair tank (the proposed boundary split would be located approximately along Kortright Road from east to west)
- Reinforce existing mains in City core (Zone 1) to address future intensification by a proposed transmission main loop around the downtown area
- New East-West and North-South transmission mains in Zone 1
 to improve water supply transmission from Woods Pumping Station
- New Zone 3 to address existing Zone 1 transmission issues and provide separate servicing zone for area south of Clair Road with storage facility and booster pumping station (from Zone 1)
- New East West transmission across Zone 2 (along Speedvale) and additional Zone 2 storage - to improve water supply transmission from Woods Pumping Station
- Modifications to pressure zone boundaries to address high and low elevation issues – to improve overall water distribution network

Alternative 1 offered the following advantages over the other alternatives:

- o Best use of existing infrastructure
- Can be phased in with improvements in elevated storage tank operations
- Eliminates operational issues associated with two elevated tanks in one zone

- Includes new transmission mains and pumping stations to improve pressures in south areas
- Addresses deficiencies in existing system
- Lowest capital cost and lowest life cycle cost

Wastewater Conveyance

The preferred wastewater collection system alternative was determined to be **Alternative 1**. This alternative includes improvements to the existing system to address existing capacity issues that will be further exacerbated by intensification and growth in the City. Proposed improvements include the following:

- Trunk Sewer replacement to increase capacity and replace each of the main trunk sewers as required to service its own current drainage area
- Reinforce City core gravity sewers around downtown area to service intensification
- **Install new gravity sanitary sub-trunks -** to service new growth areas which feed into existing conveyance system
- Options to provide storage to provide moderation of peak flows to the Wastewater Treatment Plant

Alternative 1 offered the following advantages over the other alternatives:

- Addresses deficiencies in existing system and poor structural condition of older trunk sewers
- Can be phased in with road improvements and watermain installation
- Increase in diameter of main trunk sewers reduces upgrades upstream in system
- Further storage could be implemented to minimize peak to Average Day Flow (ADF) ratio
- Results in major upgrades through core of City and east-west trunk sewers
- New sewers to accommodate growth can be implemented within existing gravity system
- Lowest Capital Cost and lowest life cycle cost

Implementation Planning

Once the preferred water/wastewater system servicing strategies were identified, implementation planning was prepared on a short-term (2008 to 2012); mid-term (2012 to 2017); and long-term (2018 to 2031) basis outlining the specific water distribution, pumping, storage, sanitary sewer and pumping station works recommended within each timeframe. The implementation planning included relative Environmental Assessment (EA) implications, triggers for implementation and preliminary estimated costs. Section 5.0 of the Executive Summary details the implementation plan recommendations.

In order to develop implementation plans for the preferred alternatives, further assumptions regarding the timeline, location and density of future population growth were reviewed. It was also assumed that all works would be required within the 25 year timeframe of this Master Planning exercise. It may be more reasonable to assume that some of the long term maintenance works (e.g. pipe upgrades) will extend beyond 2031 as they are done in concert with road reconstruction or other projects. The assumptions for developing the implementation plans are summarized below:

- Implementation of new water supply facilities are assumed to follow the Water Supply Master Plan schedule (e.g. water supply facilities are developed and constructed in accordance with this schedule)
- Prioritization of required upgrades references the asset management inventory
- Watermain and sanitary sewer replacements are to be coordinated with road reconstruction projects
- Infrastructure will be required within 25 years
- Infrastructure shown in new development areas will be subject to EA and planning approvals
- Assumed growth priorities in first 10 years include:
 - continued growth in approved development areas of south end;
 - development of York district area (Ontario Reformatory lands);
 - intensification in downtown core (drainage to York trunk sewer).

In summary, the total estimated costs (excluding property acquisition costs for facility improvements) associated with the 25 year implementation plan for Water and Wastewater are as follows:

TOTAL ESTIMATED INFRASTRUCTURE COSTS FROM WWSMP (25 YEARS)				
Infrastructure	Total Estimate	Non-Growth	Growth	
Water Distribution and Storage	\$191,666,000	\$65,750,000	\$125,916,000	
Wastewater Conveyance	\$107,191,000	\$42,187,000	\$65,004,000	

The total costs above include previously approved costs for infrastructure replacement and growth projects already captured within the approved ten year Water and Wastewater 2008 User Pay Capital Budgets and Forecast. The Master Plan has confirmed the need for these projects and provided up to date estimates and Growth/Non-Growth funding splits. A comparison of the ten year budget and forecast period for 2009 to 2018 with respect to the recommended implementation plan estimate costs follows:

WWSMP RECOMMENDED NON-GROWTH COSTS COMPARED TO CURRENT 10 YEAR CAPITAL BUDGET FORECAST					
InfrastructureTotal 2009 - 2018 BudgetProposed New ProjectsTotal Proposed ImplementationPercent 					
Waterworks	\$88,761,000	\$21,836,000	\$110,597,000	25% increase	
Wastewater	\$66,887,000	-\$4,659,000	\$62,228,000	7% decrease	

As shown above, over the ten year budget forecast, the 2008 Waterworks User Pay Capital Budget forecasted a total estimate of approximately \$89 million in capital projects for Non-Growth related infrastructure improvements. The Master Plan has identified approximately \$111 million in Non-Growth Water related capital projects for the next ten year period which represents a 25% increase in the overall budget. A preliminary review indicates that the Waterworks user rate would increase approximately 16 cents per year for 10 years to fund this increase if the Water utility remains debt free.

With respect to Wastewater, the 2008 Wastewater User Pay Capital Budget forecasted a total estimate of approximately \$67 million in capital projects for Non-Growth related infrastructure improvements over the ten year budget period. The Master Plan has identified approximately \$62 million in Non–Growth Wastewater related capital projects for the next ten year period which represents a 7% decrease in the overall budget. It would be premature to suggest a reduction to the wastewater rate until the Wastewater Master Plan is completed and has identified any required capital investments.

WWSMP RECOMMENDED GROWTH COSTS COMPARED TO CURRENT 10 YEAR CAPITAL BUDGET FORECAST				
InfrastructureTotal 2009 - 2018 BudgetProposed New ProjectsTotal Proposed ImplementationPercent 				
Waterworks	\$88,920,000	\$30,179,000	\$119,099,000	34% increase
Wastewater	\$70,652,000	\$38,303,000	\$108,955,000	54% increase

As shown above, over the ten year budget forecast, the 2008 Waterworks User Pay Capital Budget forecasted a total estimate of approximately \$89 million in capital projects for Growth related infrastructure improvements. The Master Plan has identified approximately \$119 million in Growth related Waterworks capital projects for the next ten year period which represents a 34% increase in the overall budget.

With respect to Wastewater, the 2008 Wastewater User Pay Capital Budget forecasted a total estimate of approximately \$71 million in capital projects for Growth related infrastructure improvements over the ten year budget period. The Master Plan has identified approximately \$109 million in Growth related Wastewater capital projects for the next ten year period which represents a 54% increase in the overall budget.

The impact on the development charge rates will be brought forward to Council as part of the Development Charge study.

All costs estimates in the Implementation Plan are preliminary and the timing for the projects provide a range for when the projects should be constructed. The Master Plan will be used as guide for staff to set appropriate budget estimates and timing when completing future Capital Budgets for Water and Wastewater. As well, the City is currently undertaking a Water and Wastewater User Rate Study and Development Charges Study that will utilize the Master Plan implementation plan recommendations. Since the WWSMP has recommended a number studies to be undertaken, there may be a need for additional staffing resources that may be required to address these future infrastructure needs.

Wastewater Reuse Conveyance

Wastewater reuse is a proposed opportunity to reduce water demands by displacing current use of potable water for non-potable use in appropriate situations, such as parkland irrigation or industrial cooling purposes. Again, while this is an important issue for both water supply and wastewater treatment (reducing effluent discharge volumes), it does add a component to the distribution system by adding a fourth piping network to the existing system. This "purple pipe" system would require its own infrastructure at the City and private consumer level.

Although this was reviewed from a conveyance and timing perspective as part of this study, the Wastewater Treatment Plant Master Plan will provide direction on when and to what extent water reuse opportunities could be applied based on treatment capacity and/or process selection approval requirements and funding opportunities.

Energy Capture

As part of the Implementation Plan, a study to review opportunities for capturing energy via heat exchangers in new trunk sewers is recommended. Since the preferred alternative for wastewater conveyance includes the replacement of existing trunk sewers due to capacity constraints and condition due to the age of the infrastructure, it would be timely to review this relatively new technology for possible implementation. Capturing energy from wastewater trunk sewers would be consistent with the goals of the City's Community Energy Plan. A review of potential energy users and infrastructure requirements would be the primary focus of the study.

Asset Management

An integral component of this Master Plan was the establishment of tools to better manage linear water and wastewater assets over their lifecycle. Through the development of the Master Plan, the City's decision-making process was documented and captured in these tools to ensure a consistent and defendable evaluation of each asset. In addition, the information needed to support the decision-making process was also evaluated and data capture strategies developed to ensure that both existing infrastructure and the infrastructure proposed in this Master Plan can be managed by the City and supported by appropriate funding levels for system rehabilitation and eventual replacement. Staff will be bringing further information forward regarding improvements to our asset management program and existing system optimization during the 2009 capital budgeting process. Additional optimization projects have been identified through the WWSMP that can be combined with planned growth driven projects to improve service to existing customers while reducing the costs of this optimization by completing the work in unison with growth driven upgrades.

Notice Requirements

The Water and Wastewater Servicing Master Plan was conducted in accordance with the Municipal Class Environmental Assessment (EA) and notification as required by the EA has been followed. Public consultation in the form of public and agency notices, Public Information Centres and notices in the media have been utilized.

CORPORATE STRATEGIC PLAN

Goal 1: An attractive, well-functioning and sustainable city Goal 6: A leader in conservation and resource protection/enhancement

FINANCIAL IMPLICATIONS

The Water and Wastewater Servicing Master Plan contains preliminary estimates for Development Charges and User Pay Capital Budget purposes. The WWSMP will be used as the basis for staff to formulate future City project budgets and forecasts for Council approval.

DEPARTMENTAL CONSULTATION

Community Design and Development Services (Engineering Services, Policy Planning and Urban Design), Environmental Services (Waterworks, Wastewater), Operations and Finance were all consulted during the study process and finalization of the committee report.

COMMUNICATIONS

Public Information Centres (PIC's) provided background information on the study and the various alternative solutions considered. Opportunities for public input were provided throughout the Master Planning process to seek community feedback. Consultation opportunities were publicized in the newspaper, through direct mail, and posted on the City's website

ATTACHMENTS

Water and Wastewater Master Servicing Plan: Executive Summary

Jan Kun

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1. INTRODUCTION

The City of Guelph retained Earth Tech Canada Inc. to undertake Master Servicing and System Optimization Studies for its water and wastewater linear infrastructure. The intent was to determine how best to provide water distribution/storage and wastewater conveyance servicing for the City well into the future. The work was to focus on optimizing each system to best service existing customers, and expand the systems to service future growth. An additional goal was to enable a better understanding of the City's water distribution and sewerage collection network infrastructure and each system's characteristics for the purpose of enhancing the reliability, operational efficiency, and capacity.

The plan was completed in 3 phases:

- Phase I System Optimization: Water Distribution/Storage and Wastewater Conveyance;
- Phase II Master Servicing Water Distribution/Storage and Wastewater Conveyance; and
- Phase III Asset Management: Water Distribution/Storage and Wastewater Conveyance.

Phase I of the work program supported the Phase II and III activities which were completed concurrently. The work was also completed concurrent with the City's Local Growth Management Strategy (LGMS) work to identify to what extent and how the City of Guelph would grow into the future (i.e. population distribution and density). The LGMS was an input into the work, in addition to other City initiatives which were being undertaken concurrent with or in advance of this Servicing Master Plan. This includes the Water Supply Master Plan completed in 2006 by Earth Tech; the Wastewater Treatment Master Plan undertaken at the same time as this work; previous Transportation Master Planning and a number of other planning activities consistent with the Province's Ontario Places to Grow Act. The latter is resulting in an Official Plan Amendment being undertaken by the City.

1.1. Existing Water Supply and Distribution System

The City's existing water supply and distribution system consists of 23 wells, 3 elevated storage tanks, 6 major in-ground storage reservoirs, 3 booster stations operating 2 pressure zones and over 500 km of watermains ranging in diameter from 75 mm to 1050 mm.

The Master Plan focused on optimization of the City's existing water distribution system, booster pumping stations and elevated/in-ground storage reservoir capacities under both current operating conditions and in the future. It also reviewed a number of alternatives to provide future servicing for future growth. Future growth was defined by the City as that being sustainable within its existing boundaries, with limitations on water supply and wastewater treatment discharge assimilative capacity.

1.2. Existing Sanitary Sewerage Collection System

The City of Guelph has approximately 490 km of sanitary sewers ranging in size from 100 mm to 1650 mm in diameter, and 4 sewage pump stations, all delivering sanitary sewage flows from the City to a central wastewater treatment facility located at Wellington Street which discharges to the Speed River. The objectives of this Master Plan project was to assess current hydraulic conditions within the sanitary sewer system, and determine the relative amount of inflow/infiltration that may be entering the system and determine how this could be mitigated or eliminated to "free-up" sewer capacity for improved

operations under current conditions, and/or to facilitate growth as desired by the City in the future. In addition, any new trunk sewer or pump station works were to be identified to service future growth to the extent desired by the City.

1.3. Environmental Assessment Master Planning Process

Master Plans are long range plans which integrate infrastructure requirements for existing and future land use with environmental assessment planning principles. These plans examine an infrastructure system, or group of related projects, to outline a framework for planning for subsequent projects and/or developments. As a minimum, Master Plans should address Phases 1 and 2 of the Municipal Engineers Association (MEA) Class EA Master Plan Approach No. 1 (September 2007 MEA Municipal Class EA Document, Appendix 4). Master planning provides a municipality with a broad framework through which the need and justification for specific projects can be established such that the environmental assessment process can be satisfied.

2. WATER/WASTEWATER SYSTEM OPTIMIZATION

Initial master plan work activities involved proper definition and characterization of the City's existing water distribution and storage system and the City's wastewater collection and pumping system. This included updating and calibrating the City's existing water and wastewater system models to the extent possible based on historical and/or information obtained as part of the project. As part of this work, the models were upgraded and converted to more current GIS based software for ease of use for current and ongoing master planning work and operational assessment.

The modeling outputs were used to identify water/wastewater system constraints and opportunities for the review and optimization of each system, and to address any deficiencies under current operating More importantly, they identified opportunities to accommodate future growth. conditions. Recommendations for ongoing system definition and model updating, development and calibration were also identified for future implementation by the City. This resulted in the identification of recommended works to optimize the City's water/wastewater system operations, and address short-term needs based on the various Priority Service Areas (PSAs) identified by the City. Preliminary Development Charge requirements were developed to support the City's update of their Development Charge Rate Bylaw. Early outputs were later refined and completed with new direction from the City arising from the LGMS. This resulted in more focused water/wastewater servicing strategies and development of detailed implementation plans to meet future growth requirements in various portions of the City, including intensification within the downtown core. Additional modeling of various growth scenarios was undertaken to assist the City in determining the impact of intensification within the City's core are; i.e. extent of limitations based on infrastructure and/or optimization opportunities. Details of these work activities and the accompanying analysis of the City's water/wastewater systems are outlined in the main report.

2.1. Water Distribution and Storage

All water distribution system alternatives include improvements to the existing system to address existing limitations and system pressure issues that will be further exacerbated by intensification and new development. Additional infrastructure is required to service growth to ensure acceptable system

pressures and fireflows, and to provide storage. Improvements common to all alternative include the following:

- Reinforce existing mains in City core (Zone 1): proposed transmission main loop around downtown area
- New East-West and North-South transmission mains in Zone 1 to improve water supply transmission from Woods PS
- New Zone 3, south of Clair road with storage facility and booster pumping station (from zone 1)
- New East West transmission across zone 2 (along Speedvale) and additional Zone 2 storage
- Modifications to pressure zone boundaries to address high and low elevation issues

In addition to the above proposed upgrades, the model results indicate that there are headloss and possible capacity issues in numerous pipes spread throughout the system. A systematic approach to prioritize these based on headloss and pipe diameter was undertaken to carry budget forward for replacement as road upgrades or sewer replacements are undertaken. As specific developments (such as intensification projects) are under consideration, the model can be used to review this issue in more detail and watermain upgrades scheduled accordingly. The model requires further calibration to undertake assessment at this level of detail.

2.2. Wastewater Conveyance and Pumping

All wastewater collection system alternatives include improvements to the existing system to address existing capacity issues that will be further exacerbated by intensification and new development. Improvements common to all alternative include the following:

- Reinforce City core gravity sewers around downtown area to service intensification
- Upgrades/replacement of subtrunks
- Install new gravity sanitary sub-trunks to service new growth areas which feed into existing conveyance system
- Increase in trunk capacity to accommodate existing and proposed I/I
- Options to provide storage to provide moderation of peak flows to WWTP; these options include:
 - o Oversize trunk sewers
 - o Underground storage tanks along the Speed River
 - o Equalization tanks at the WWTP

The main differences between the proposed gravity alternatives consist of varying strategies to replace the three main trunk sewers conveying sewage westerly to the plant:

- York Trunk
- Waterloo Trunk
- Speed River Trunk

In addition to upgrades to main infrastructure, the model indicates that there are capacity issues spread throughout the system. A review of sewer capacity under existing storm conditions indicated a number of gravity sewers which, under a 25 year storm condition, have flows that exceed 95% of the pipes' capacities. The majority of these are in the downtown area as shown in Figure 5.9. As some of these issues are related to slope and are limited by upstream and downstream pipe inverts, all cases are not

indicative of a capacity issue. However, it is recommended that an allowance for pipe replacement be carried forward to address capacity issues as road upgrades or watermain replacements are undertaken. As specific developments (such as intensification projects) are under consideration, the model can be used to review this issue in more detail and sewer upgrades scheduled accordingly. Additional information from the asset management database should be reviewed for age and condition when planning this work.

2.3. Asset Management

In keeping with the City of Guelph's commitment to sustainable growth and asset stewardship, an integral component of this Master Plan was the establishment of tools to better manage linear water and wastewater assets over their life cycle. Through development of the Master Plan, the City's decision-making process was documented and captured in these tools to ensure a consistent and defendable evaluation of each asset. In addition, the information needed to support the decision-making process was also evaluated and data capture strategies developed to ensure that both existing infrastructure and the infrastructure proposed in this Master Plan can be managed by the City and support appropriate funding levels for rehabilitation and eventual replacement. The main report forms the basis for a comprehensive asset management plan that will be used to maintain expected service levels and mitigate risk of failure for all City-owned infrastructure.

3. FUTURE GROWTH NEEDS

Population and water demand/sewage flow projections were required to confirm future water/wastewater servicing requirements. From a population growth perspective, the City adopted growth projections to 2027 as part of the Development Charges Study as prepared by C.N. Watson and Associates in 2003. These growth projections were used as the starting point for the Water Supply Master Plan.

The WSMP concluded that the City's existing groundwater system would at best service approximately 145,000 people and an employment equivalent of 80,000 people (225,000 total) if optimized and maximized. If new wells outside of the City's jurisdiction were considered along with local water supply from Guelph Lake and Aquifer storage recovery this could increase to as much as 210,000 people and an employment equivalent of 115,000 people (335,000 total). Based on the above referenced growth projections this represents a growth accommodation potential between Year 2017 and 2037. Preliminary growth projections calls for 165,000 people and a 30,000 people and a 45,000 population employment equivalent (240,000 total) to Year 2031, both based on 40% intensification in the downtown core.

The above population projections were used to estimate future water demand and sewage flows based on per capita consumption and contribution, with allocations for industrial, commercial and institutional use. It is important to note that the preliminary LGMS population projection scenarios do not represent the City's final planning projections. These will be confirmed as part of the Local Growth Management Strategy in consultation with the Province under the Places to Grow legislation. The intent of providing this range in growth is to capture potential growth that may occur in the current City and identify/confirm water and wastewater servicing alternatives to support this potential growth in the future.

4. MASTER PLANNING

Having confirmed the existing water/wastewater system constraints and opportunities, water and wastewater strategies were developed to meet environmental assessment and growth needs. Limitations on the water supply that could be provided by the existing groundwater based or local surface water supply systems dictated the extent of servicing. A number of water/wastewater servicing strategies were reviewed to service various degrees of intensification and/or new Greenfield development within City boundaries. In addition, requirements to service outside areas under existing agreements or that could potentially come forward in the future were considered. Table 4.1 summarizes the population scenarios considered within this assignment.

 Table 4.1:
 City of Guelph Water Distribution/Storage and Wastewater Conveyance Master

 Plan Future Population, Water Demands and Sewage Flows

Year (1)	Population (2)	Population Equivalent (3)	Total Population (2) + (3)	Water Avg. Day Use (4) (m ³ /day)	Wastewater Avg. Day Flow (5) (m ³ /day)
2001 (6)	109450 (6)				(m/day)
2006 (7)	120000	·····			
2031 (GMS3)(8)	165000	95000	260000	78000	78000
2031 (GMS1)(8)	175000	100000	275000	82500	82500
2031 (GMS2)(8)	195000	110000	305000	91500	91500

Notes:

(1) From C.N. Watson memo dated September 19, 2005 used for the Water Supply Master Plan growth projections, unless otherwise noted. The 2.5% Growth assumption was used for consistency with "Places to Grow", and to size distribution/conveyance works appropriately in the long term. Water Storage is MOE criteria driven.

- (2) Residential Population only from (1).
- (3) Population "Equivalent" for Industrial/Commercial/Institutional from (1).

(4) 300 litres per capita per avg. day water use assumption. Add 1.5 maximum day factor (=450 lpcd) from the Water Supply Master Plan for maximum flow requirements.

(5) 300 litre per capita per day (equivalent population) wastewater flow assumption. Add 0.1/s/ha Infiltration/Inflow allowance plus Harmon factor for peak flows.

(6) From TRANS CAD Model, used as the basis for this population distribution by Traffic zone within the city boundary.

(7) Current Population Reconciliation confirmed by the City Planning Department for the Growth Management Strategy, as per August 21, 2006 comments.

(8) Preliminary population information as provided by the City of Guelph LGMS, November 2007 to March 2008.

4.1. Water System Servicing

From a water system servicing perspective, a number of considerations had to be taken into account given the City's aggressive water conservation and reduction strategies, multiple supply sources from groundwater predominantly within the City and future groundwater potential from outside the City including from Guelph Lake. In addition, the various constraints and opportunities identified the need to create a third pressure zone for optimal servicing. The alternatives developed for water system servicing are summarized in Table 4.2.

Alter	native	Description
А.	Do Nothing: Status quo	 The "Do Nothing" alternative represents what would likely occur if none of the alternative solutions were implemented.
В.	Limit Community Growth	 Reduce future water storage and distribution needs by limiting the extent, density, type and/or location of future residential, industrial, commercial and institutional growth in the City.
C.	Water Conservation/ Demand Management	 Continue to develop water conservation strategy \ Reduce water losses Reduce water use or implement reuse of grey water
D.	Improvements to Existing System: New Facilities and Watermains	 Alt Solution 1. Zone 1 (south) - Split in existing PZ 1 to create new pressure zone 1b (south of Kortright Rd); New Zone 3 (south of Clair Rd) Improvements to Zone 2 (north of Speedvale) - transmission/ supply/ storage/ pumping Alt Solution 2. New Zone 1 (south) elevated tank - centrally located; decommission existing tanks (Verney & Clair) New Zone 3 (south of Clair Rd) Improvements to Zone 2 (north of Speedvale) - transmission/ supply/ storage/ pumping Alt Solution 3. Zone 1 (south) - change to Closed System; decommission elevated tanks; increase storage and pumping capacity at Woods New Zone 3 (south of Clair Rd) Improvements to Zone 2 (north of Speedvale) - transmission/ supply/ storage/ pumping

 Table 4.2
 Identification of Alternative Solutions: Water Distribution / Storage System

4.2. Wastewater Servicing

Servicing strategies were identified which maximize the existing infrastructure through optimization based on the constraints and/or opportunities identified by reducing inflow/infiltration into the system to maximize available capacity. Once determined, servicing needs were determined for various growth servicing scenarios for intensified and/or new development areas. Also outlined were potential wastewater reuse opportunities that may require in the future separate potable/non-potable water supply systems. Although this was reviewed from a conveyance perspective as part of this study, it is anticipated that the Wastewater Treatment Master Plan will provide direction on when and to what extent water reuse opportunities could be applied based on treatment capacity and/or process selection. Details with respect to the above are outlined as follows. The alternatives developed from wastewater system servicing purposes are summarized in Table 4.3.

		Conveyance System
Alternat	tive	Description
A.	Do Nothing: Status quo	 The "Do Nothing" alternative represents what would likely occur if none of the alternative solutions were implemented.
B.	Limit Community Growth	 Reduce future sanitary collection system needs by limiting the extent, density, type and/or location of future residential, industrial, commercial and institutional growth in the City.
C.	I/I Reduction and Re- Use Alternatives	 Reduce water use and implement inflow/infiltration reduction options.
D.	Improvements to Existing System: New Trunk Sewers	 Alt Solution 1 Replace main trunk sewers (with storage options) Alt Solution 2 Interceptor: Consolidate main trunk sewers to York Trunk (with storage options) Alt Solution 3 Interceptor: Consolidate main trunk sewers to Speed River Trunk (with storage options)
E.	Improvements to Existing System: Pumping Station & Forcemain	 Alt Solution 4 New main Pumping Station from York Trunk with Forcemain to WWTP

Table 4.3	Identification of Alternative Solutions: Wastewater Conveyance System
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4.3. Evaluation Process/Results

A descriptive or qualitative evaluation was used to consider the suitability of alternative solutions/strategies, and identify significant advantages and disadvantages with respect to social/cultural, natural environment, public health and safety, economic/financial, legal/jurisdictional and technical evaluation criteria. In this respect, comparisons and trade-offs are made between alternatives as described in the master plan report, and formed rationale for the identification of a preferred solution or servicing strategy. Trade-offs involved forfeiting an advantage or accepting a disadvantage to address a higher priority consideration. The alternatives were ranked in order of preference (based on advantages/disadvantages), with respect to each evaluation grouping and the criteria describing the environment.

Each alternative was evaluated against the criteria with relative scores (i.e. relative to other alternatives) shown on a pie chart from 0 to 8, with 0 (all white) having the most positive/lowest impact and 8 (all black) having the most negative/highest impact. The individual ratings for each criterion for water and wastewater servicing are illustrated in the main report.

Equal weightings for each of the above groupings were subsequently normalized to provide a total overall rating for each alternative, as summarized in Table 6.3 for Water and Table 6.5 for Wastewater. These ratings were then further considered with respect to application in the short-, mid- and long-terms to address the City's water and wastewater servicing needs.

4.4. Preferred Servicing Plans

Although not identified as a preferred alternative from a long-term servicing perspective, Water Conservation and Inflow/Infiltration reduction are two measures that should be employed in advance of the need to expand an existing facility, or implement new water/wastewater infrastructure to reduce their need and/or delay their timing from a short-term servicing perspective. These programs should be implemented in advance of, or in conjunction with, any proposed infrastructure expansion or new works.

In addition, the City should consider implementing a pilot project to investigate further Re-use Alternatives as treatment requirements continue to increase from a regulatory and/or Speed/Grand River watershed water quality perspective. Once the level of treatment required approaches provincial water quality requirements, a pilot program to identify large scale users, the infrastructure needed to service these users and how this would have to be integrated into future development policies and requirements should be looked at. This can be implemented in the future.

4.4.1. Water

The preferred alternative for the water distribution system was Alternative 1. The proposed improvements include the following:

- Zone 1 split to address existing low pressure areas in the south of zone 1 which are partially a result of the decrease in the hydraulic grade line from the Verney tank to the Clair tank, changes over time are proposed which would allow the City to split this zone into two. The proposed boundary split is located approximately along Kortright Road from east to west. The existing Verney and Clair tanks would service these zones 1A and 1B respectively. The TWL in these tanks are at approximately the same elevation but water would need to be boosted from zone 1A to zone 1B due to headlosses through the system as water is transmitted southwards. Zone 1B would typically be operated at a higher sustainable pressure than it is currently. Also required would be piping to split zones and minimize deadends and new booster pumping station(s) from PZ1A to PZ1B.
- Reinforce existing mains in City core (Zone 1): proposed transmission main loop around downtown area
- New East-West and North-South transmission mains in Zone 1 to improve water supply transmission from Woods PS
- New Zone 3, south of Clair road with storage facility and booster pumping station (from zone 1)
- New East West transmission across zone 2 (along Speedvale) and additional Zone 2 storage
- Modifications to pressure zone boundaries to address high and low elevation issues

Alternative 1 offered the following advantages over the other alternatives:

- Best use of existing infrastructure
- Can be phased in with improvements in tank operation
- Eliminates operational issues associated with two elevated tanks in one zone

- Includes new transmission mains and pumping stations to improve pressures in south areas
- Addresses deficiencies in existing system
- Lowest capital cost and lowest life cycle cost

4.4.2. Wastewater

The preferred wastewater collection system alternative was determined to be Alternative 1. This alternative includes improvements to the existing system to address existing capacity issues that will be further exacerbated by intensification and growth to the east of the City. Proposed improvements include the following:

- Trunk replacement replace each of the main trunk sewers as required to service its own current drainage area. A review of the Asset Management information indicated that the condition of the York Trunk warrants replacement first, primarily due to its age. However, other considerations include that it is this trunk that services the downtown area which is slated for intensification as well as development of the York lands area.
- Reinforce City core gravity sewers around downtown area to service intensification
- Install new gravity sanitary sub-trunks to service new growth areas which feed into existing conveyance system
- Increase in trunk capacity to accommodate existing and proposed I/I
 - Options to provide storage to provide moderation of peak flows to WWTP; these options include:
 - o Oversize trunk sewers
 - o Underground storage tanks along the Speed River
 - o Equalization tanks at the WWTP

The model also indicates capacity constraints in the Downey Road sewer, particularly with the Hanlon Creek Business Park construction. It is proposed to monitor flow at this point to determine when this upgrade is required.

Alternative 1 offered the following advantages over the other alternatives:

- Addresses deficiencies in existing system and poor structural condition of older trunk sewers
- Can be phased in with road improvements and watermain installation
- Increase in diameter of main trunk sewers reduces upgrades upstream in system
- Further storage could be implemented to minimize peak to ADF ratio
- Results in major upgrades through core of City and east-west trunk sewers
- New sewers to accommodate growth can be implemented within existing gravity system
- Lowest capital cost

4.5. Public Consultation

4.5.1. **Project Initiation**

Project initiation notices were issued for the water/wastewater servicing master plans in 2006, published in the Guelph Mercury June 23rd and June 30th, respectively. Letters were mailed to the agency contact list June 21st, 2006. Only 6 people called the City and/or Earth Tech and were added to the mailing list. We received letters from the MOE and MMAH advising of legislative requirements.

4.5.2. Public Meeting No. 1

The first Public Information Centre (PIC) was held on Wednesday, March 5, 2008 from 7 to 9pm at the River Run Centre located in Guelph. It was attended by 10 members of the public including a City Councilor in addition to several City staff. One comment form was completed and submitted at the PIC.

The intent of PIC 1 was to introduce the Master Plan project, the Problem Statement, and evaluation criteria. A review of the existing water distribution system and wastewater conveyance system was provided and alternatives provided which addressed existing system limitations and to meet growth requirements. The evaluation process and preferred alternative were portrayed for comment. The advertisement for PIC 1 was placed in the Guelph Tribune on February 29, 2008. In addition, as a follow-up to this PIC and to encourage feedback on the project, a notice was again placed in the Guelph Tribune on March 14, 2008, to inform the public that the project information and PIC presentation materials were available on the City's website.

4.5.3. Public Meeting No. 2

The second Public Information Centre was held on Thursday, April 10, 2008 from 7 to 9pm at the Evergreen Seniors Centre located in Guelph. It was attended by 6 members of the public including two Councilors from the Township of Puslinch. One comment form was completed and submitted at the PIC.

The purpose of PIC 2 was to review the preferred future water distribution system and wastewater conveyance system and provide an outline of implementation plans for each. The advertisement for PIC 2 was placed in the City Section of the Guelph Tribune on March 28 and April 4, 2008.

4.5.4. Key Issues Raised

Most of the comments raised at and following the PICs related to the City's management of existing infrastructure and ensuring that the City is operating in a sustainable manner. For example one comment was that the City needs to ensure that Council has properly funded maintenance and replacement of its watermains and sanitary sewers before investing in the infrastructure required for growth. A suggestion was made to the City to undertake an overall Water Master Plan encompassing all of the water and wastewater related master plans including water supply; water/wastewater conveyance and storage; wastewater recovery and stormwater conveyance and recovery. There was an inquiry from the Wellington Dufferin Guelph Public Health Unit regarding whether treated sewage effluent re-use is being reviewed. City staff responded to provide further information on wastewater re-use which is being investigated under the wastewater treatment master plan.

5. IMPLEMENTATION PLANNING

Once preferred water/wastewater system servicing strategies were identified, implementation planning was prepared on a short-term (2008 - 2012); mid-term (2012 to 2017); and long-term (2018 to 2031) basis outlining the specific water distribution, pumping, storage, sanitary sewer and pumping station works recommended within each timeframe. Included were relative EA implications, triggers for implementation complete with estimated costs.

5.1. Implementation Planning Assumptions

As the City had not yet finalized its growth management study (LGMS), the estimated population at 2031 was assumed to review alternatives and confirm the final strategy. To develop implementation plans for the preferred alternatives, further assumptions regarding the timeline, location and density of future population growth were reviewed and approved by City planning staff. It was also assumed that all works would be required within the 25 year timeframe of this Master Planning exercise. It may be more reasonable to assume that some of the long term maintenance works (e.g. pipe upgrades) will extend beyond 2031 as they are done in concert with road restoration or other projects.

The assumptions for developing the implementation plans are summarized below:

- Implementation of new water supply facilities are assumed to follow the WSMP schedule (e.g. water supply facilities are developed and constructed in accordance with this schedule).
- The Asset Management inventory currently includes information regarding the installation date of the linear infrastructure; this was reviewed to determine a basis for scheduling upgrades to the existing system. As the database is updated to include condition assessment information, these priorities should be revisited to confirm the timing of required works.
- Watermain and sanitary sewer replacements to be coordinated with road reconstruction projects. Each watermain and sewer replacement is priced independently, i.e. as though done as its own project. It is incumbent on the City to minimize cost and disruption by scheduling these replacements (as well as storm if required) along with road reconstruction.
- Infrastructure shown in new development areas will be subject to EA and planning approvals (e.g., Provincial review of adequacy of current policies/legislation to protect the Paris Galt Moraine). For budgeting purposes, the trunk infrastructure required to service these areas (and any possible Pumping stations etc.) have been estimated and included.
- Assumed growth priorities in first 10 years include:
 - o continued growth in approved development areas of south end;
 - o development of York district area (Ontario Reformatory lands);
 - o intensification in downtown core (drainage to York trunk sewer).

5.2. Water Servicing

Short-term infrastructure requirements are depicted in Figure 7.1. The major linear infrastructure requirements in the 0 to 5 year timeframe include installation of large diameter transmission mains to improve water transmission from north to south to service existing and new customers in the far south end of Guelph. This could be accommodated via a new main paralleling the Hanlon expressway on the east

side, primarily through parks and the Hanlon Road utility corridor. This coincides with the proposed development of new municipal well(s) to be located in the Southwest Quadrant (this Class EA study is currently ongoing). Alternate routes may be preferable depending on road reconstruction schedules (e.g. Edinburgh south of Wellington).

Also proposed in this timeframe is a east west transmission main from Woods Reservoir and Pumping Station to the Clythe PS; this project is to include a new outlet main from the Woods station for redundancy.

5.2.1. Mid-Term Recommendations (2012 to 2017)

Mid-term infrastructure requirements are depicted in Figure 7.2. The main linear infrastructure requirements in the 5 to 10 year timeframe include completion of works necessary to implement the Zone 1A/1B split: this consists of additional watermains/valves to eliminate deadends; and an additional crossing of the Hanlon Expressway at Kortright Road.

Further improvements for east west transmission include a new main from Woods PS westward towards the Hanlon, with connection to the watermain southward paralleling the Hanlon.

Intensification downtown may require commencement of a transmission main looping around Stevenson/Emma to the Verney tank. This may also be expedited to provide additional redundancy in servicing the tower (criticality issue).

5.2.2. Long-Term Recommendations (2018 to 2031)

Long-term infrastructure requirements are depicted in Figures 7.3 and 7.4. The infrastructure requirements beyond 10 years include completion of the downtown transmission main to service intensification (Exhibition/Dublin) and to transmit water from new water supply facilities located outside of the City. This includes the proposed surface water treatment plant and aquifer storage recovery (ASR) system at Guelph Lake, where under this Master Plan, storage is also assumed. A new watermain located along Woodlawn Rd or along the north City boundary would facilitate improved east-west transmission and growth in the north. Continuation south from Woodlawn to the Paisley facilitate would provide looping around zone 2.

5.2.3. Project List with Budgetary Estimate and Class EA Schedule

5.2.3.1. Studies

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Years est. timing		Project no.	Project Description		Budgetary Estimate	Class EA Schedule	
0-1	2009	W-S-1	Calibrate model - c factor testing; Verney/Clair Model Optimization; Transient analysis	\$	300,000	A	
0-1	2009	W-S-2	Distribution system water quality assessment & modelling/flushing	\$	100,000	A	
0-1	2009	W-S-3	Property Needs Study	\$	100,000	Α	
0 - 5	2009 - 2014	W-S-4	Asset Management	\$	500,000	A	
2 - 5	2011 - 2014	W-S-5	Performance/ Benchmarking/Criticality investigations	\$	200,000	A	
2-3	2011 - 2012	W-S-6	Review opportunities for capturing energy/ energy pumping efficiency & optimization	\$	150,000	A	
5 - 25	2014; 2024	W-S-7	Water Supply - Distribution Master Plan Update	\$	900,000	Master Plan EA	
Subtotal		1		\$	2,250,000	· · · · · · · · · · · · · · · · · · ·	

5.2.3.2. Linear Infrastructure

Years			no.			Budgetary Estimate	Class EA Schedule	
0 - 5	2008 - 2009	W-I-1	Clair Road Zone 3 Main - Crawley to Gordon	\$	2,515,050	A		
1 - 2	2009 - 2010	W-I-2	*Scout Camp Aqueduct Modifications - allowance	\$	2,000,000	A		
0 - 5	EA - 1 implement 2 - 4	W-I-3	Parallel Hanlon - Wellington to Clair (river crossing) or Water to Clair (river crossing) (600mm)	\$	10,192,500	В		
0 - 5	1-2		Edinburgh - Wellington to Zone 1A/B Reservoir & BS			A		
0 - 5	4 - 5	W-1-4	Edinburgh - Zone 1A/B Reservoir & BS to Kortright 1B Main (600mm)	\$	1,265,625	A/B		
0 ~ 5			OR Edinburgh - Zone 1A/B Reservoir & BS through Park to Kortright 1B Main (600mm)	-	· · · ·			
0 - 6	4 - 6	W-I-5	Kortright Zone 1B Main (400mm) - Hanlon to Edinburgh Road	\$	1,458,000	A		
0 - 5	EA/des - 2 implement 3 - 4	W-I-6	*Speedvale - Watson to Westmount (300/400mm)	\$	6,075,000	A ⁺ /B		
0 - 5	4 - 5	W-I-7	*Zone boundary change - Zone 1/2 (north of Speedvale)	\$	400,000	A		
0 - 5		W-I-8	Watson from Eastview to Speedvale (400mm)	\$	1,093,500	A		

Linear Infrastructure (cont'd)

Years	est. timing	Project no.	Project Description	Budgetary Estimate	Class EA Schedule	
0 - 10	EA - 2 des 3 - 4 east 5 - 6 west 7 - 8	W-1-9	Wellington - Hanlon (north of Speed River) to Watson (600mm)	\$ 10,125,000	В	
			OR Wellington - Hanlon (south of Speed River on Water St) to Edinburgh to Watson			
6 - 10	7 - 8	W-I-10	*Gazer-Mooney redundancy - off Speedvale	\$ 100,000	A	
6 - 10	7 - 8	W-I-11	Kortright Zone 1B Main (400mm) - Edinburgh to Rickson	\$ 486,000	A	
6 - 10	7 - 8	W-I-12	Complete Zone 1A/B split piping & Valves (Hanion crossing @ Kortright etc)	\$ 500,000	A	
6 - 10		W-I-13	*Carter Aqueduct Replacement (more accessible) - allowance	\$ 4,000,000	В	
8 - 10	EA/des - 8/9 implement 9-10	W-I-14	*Arkell wellfield transmission main (for redundancy, assume 900mm)	\$ 14,985,000	В	
11 - 15		W-I-15	Watson from Speedvale to Hwy 24 (400mm)	\$ 972,000	A	
11 - 15		W-I-16	*Hanion Crossing - to Paisley (supply security)	\$ 2,500,000	A or B	
			or Silvercreek - Wellington to Paisley BS (400mm) (security)		A	
11 - 15		W-I-17	Stevenson - Woods PS to Emma/Verney (river crossing) to Tank (600mm)	\$ 8,437,500	В	
11-15		W-I-18	Exhibition/Dublin - Tank to Wellington (600mm)	\$ 5,062,500	Α	
11 - 25		W-I-19	*Asset replacement - pipes with headloss ≤ 5 and ≥ 2 m/1000m (allowance for 50%)	\$ 8,783,775	A	
0 - 25		W-1-20	*Replace distribution piping < 100 mm diameter/ looping deadends/WQ issues	\$ 9,801,550	A	
0 - 25		W-I-21	*Asset replacement - all pipes with headloss greater than 5m/1000m	\$ 6,754,050	A	
16 - 25		W-I-22	Woodlawn Road - Watson to Imperial (400/500mm)	\$ 9,720,000	A+ or B (river	
16 - 25		W-I-23	Imperial - Woodlawn to Paisley BS (400mm)	\$ 3,645,000	A	
16 - 25		W-I-24	*connections between transmission mains and/or river crossing for criticality	\$ 2,000,000	A/B	
develop- ment driven		W-I-25	New Development Allowance	\$ 15,000,000	A/B	
Subtotal				\$ 127,872,000		

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5.2.3.3. Facilities

Years est. timing		Project Project Description			Budgetary Estimate	Class EA Schedule	
5	2012	W-F-1	*Paisley Upgrades (pumps to supply zone 2; permanent generator; VFDs) - allowance	\$	1,500,000	A	
0-5	study - 1 installation - 2	W-F-2	*Control Package Verney/Clair, Valves, VFDs, Pumps @ Woods	\$	1,350,000	A	
0 - 5	EA - 4 Des - 5 implement - 6-7	W-F-3	*Upgrade/Expansion to Clythe Booster & Reservoir (Zone 1A/2) possible zone 1/2 boundary changes decommissiong of Eastview BPS	\$	5,000,000	В	
6 - 10	EA - 6 Des - 7 implement - 8-9 (2015/16)	W-F-4	*Robertson Booster PS Upgrades/Expansion	\$	6,075,000	В	
0 - 10		W-F-5	*Distribution System Water Quality capital works - chlorination; corrosion control (allowance)	\$	4,000,000	A	
6 - 10	EA - 5 Des - 6 implement - 7-8	W-F-6	Southwest Quadrant - Zone 1A/B BPS & Reservoir	\$	13,500,000	B/C	
6 - 10	EA - 6 Des - 8 Implement - 9- 10	W-F-7	Zone 3 Elevated Tank	\$	2,700,000	B/C	
>10		W-F-B	Zone 3 Booster expansion	\$	405,000	A/B	
11 - 15	•	W-F-9	East Side (Arkell/Victoria) Zone 1A/B BPS & Reservoir	\$	13,500,000	B/C	
16 - 25		W-F-10	Guelph Lake Storage & BS	5	13,500,000	B/C	
Subtotal				\$	61,530,000		

5.3. Wastewater Servicing

5.3.1. Short Term Recommendations (2008 to 2012)

Short-term infrastructure requirements are depicted in Figure 7.5. The major linear infrastructure requirements in the 0 to 5 year timeframe include installation of the large diameter York trunk sewer from Victoria Road to the Hanlon expressway. This is a priority project due to the age of the existing sewer and reports of its very poor condition, particularly along the York corridor. Completion of this project first would allow development of the York lands as well as intensification in the downtown core. Budget has also been included to provide additional storage within the collection system with installation of each major trunk to trim peak flows experienced at the WWTP. This equalization could be implemented in the collection system or at the plant. There has also been some discussion on increasing the size of the York trunks). This should be reviewed during preliminary design to determine the maximum capacity which could be accommodated within the allowable profiles of the collection system and the plant inlet works. It is envisioned that the area south of the Speed River currently discharging to the Speed River Trunk could be moved into the York trunk as the elevations appear to be the same. Again, this would need to be confirmed by field assessment and design.

Also planned in the first five years is replacement of the Stevenson Trunk feeding into the York trunk, to address existing deficiencies (capacity) and allow intensification. Completion of the Arthur trunk includes the section from Emma St. to Kitchener St. and the Speedvale collector from the Arthur trunk to Metcalf St.

5.3.2. Mid-Term Recommendations (2012 to 2017)

Mid-term infrastructure requirements are depicted in Figure 7.6. The main linear infrastructure requirements in the 5 to 10 year timeframe include replacement of the Speed Trunk from east of the Hanlon Expressway to Eramosa Road, again, with or without additional storage. Other system improvements include replacement of the Water St. collector and the Downey trunk (pending flow monitoring outputs).

5.3.3. Long-Term Recommendations (2018 to 2031)

Long-term infrastructure requirements are depicted in Figure 7.7. The main linear infrastructure requirements in the over 10 year timeframe include replacement of the Waterloo Trunk from east of the Hanlon Expressway to Yorkshire Road, and its contributing Yorkshire Trunk.

5.3.4. Project List with Budgetary Estimate and Class EA Schedule

5.3.4.1. Studies

Years	est. timing	Project no.		Budgetary Estimate	Class EA Schedule
ongoing	2009	WW-S-1	Camera and structural assessment of all major trunks: York; Speed; Waterloo; capacity review on Hanlon crossing to the WWTP	\$ 250,000	A
0 - 5	2008 - 2010	WW-S-2	Area I&I Studies	\$ 500,000	Α
0-5	2009	WW-S-3	Review opportunities for capturing energy (via heat exchange) in new trunks	\$ 50,000	A
0-5		WW-S-4	Flow monitors - study portion	\$ 150,000	Α
0 - 10		WW-S-5	Asset Management	\$ 300,000	A
6 - 25	2016; 2026		Wastewater Master Plan Update	\$ 600,000	Master Plan EA
		WW-S-7	Stormwater Master Plan 2010 100 100 100 100 100		書 Master Plan EA 新
Subtotal				\$ 1.850.000	

5.3.4.2. Linear Infrastructure

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Years	est. timing	Project no.	· · · · · · · · · · · · · · · · · · ·		Budgetary Estimate	Class EA Schedule	
0-5		WW-1-0	Flow monitors at Arthur; York; Speed; Downey; South of Clair - installation of permanent facilities	\$	1,537,500	A	
0 - 10	2009 - feasibility study 2010 - EA/ predesign 2010-11 - Design 2011-2016 Construct	WW-l-1	*Replace existing York Trunk from east of Hanlon to Victoria	\$	9,136,800	A+ or B	
0 - 5	2008-09 - York to Elizabeth; redesign to incl intensification 2010 - construction 2013 - design - Elizabeth to Eramosa 2014 - construction	WW-I-2	*Replace Stevenson Trunk from York Trunk to Eramosa Rd	\$	3,414,150	A	
	2011 - design 2016-2020 - construction	WW-1-3	Replace Speed Trunk from East of Hanlon to Eramosa R.	\$	4,244,400	A	
	2018 - design 2020-2025 - construction	WW-1-4	Replace Waterloo Trunk from East of Hanlon to Yorkshire	\$	1,779,300	A	
	2019 - design 2020-2025 - construction	WW-I-5	Replace Yorkshire Trunk	\$	2,756,681	A	
0-5		WW- -6	*Replace Arthur Trunk (Mariborough) from Emma to Kitchener	\$	540,000	A	
0 - 5		WW-I-7	Speedvale Collector from Arthur Trunk to Metcalf	\$	915,300	А	
6 - 10		WW-1-8	*Replace Water St Collector	\$	861.300	A	
6 - 10		WW-1-9	Downey Trunk from Downey to Hazelwood to Teal	\$	1,620,000	A+ or B	
0 - 10		WW-I-10	river & Hanlon crossings (allowance); including relocation catchment area south of river discharging @river slightly west of Edinburgh	\$`	3,375,000	A+ or B	
6 - 25		WW-I-11	*Area Asset Replacement (allowance)	\$	9,247,500	A	
0 - 25		WW-I-12	Siphon improvements	\$	6,000,000	A+/B	
0 - 25		WW-I-13	Infrastructure improvements: manhole improvements; eliminate cross connections (dual functional manholes) etc	\$	5,000,000	A	
0 - 25		WW-I-14	1/1 reduction implementation program	\$	10,000,000	A	
develop- ment		WW-I-15	new gravity sewers - allowance		23,350,656	A or B	
driven		WW-I-16	new forcemains - allowance	\$	1,350,000	A or B	
0-5		WW-I-17	Wastewater effluent re-use "Purple Pipe" (allowance)	\$	5,000,000	A+/B	
Subtotal				\$	88,591,000		

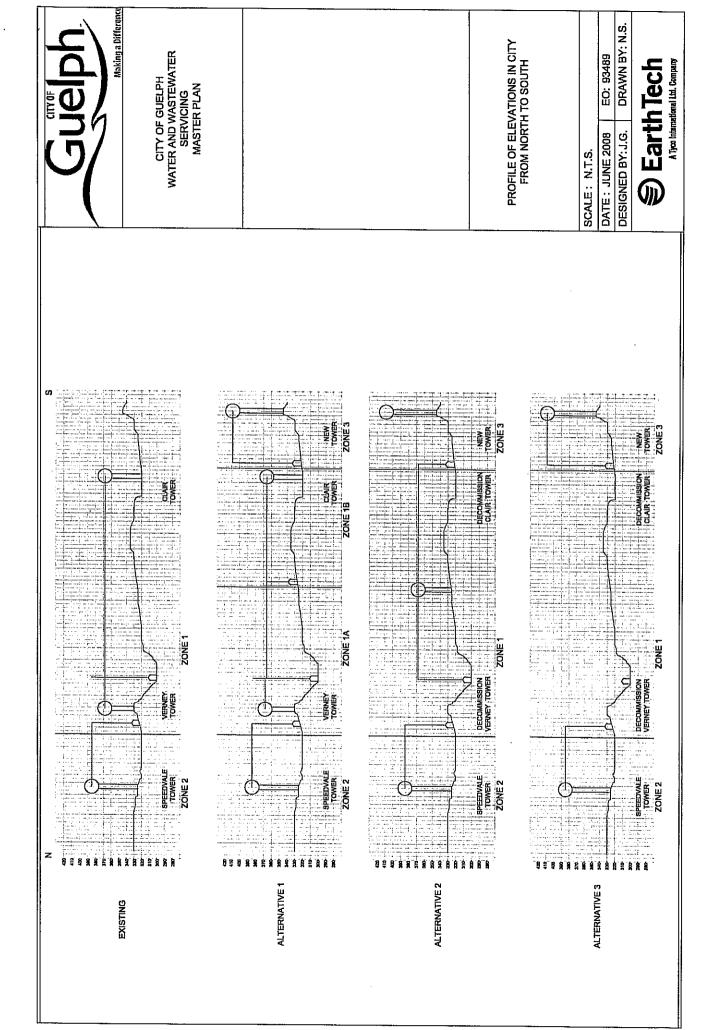
5.3.4.3. Facilities

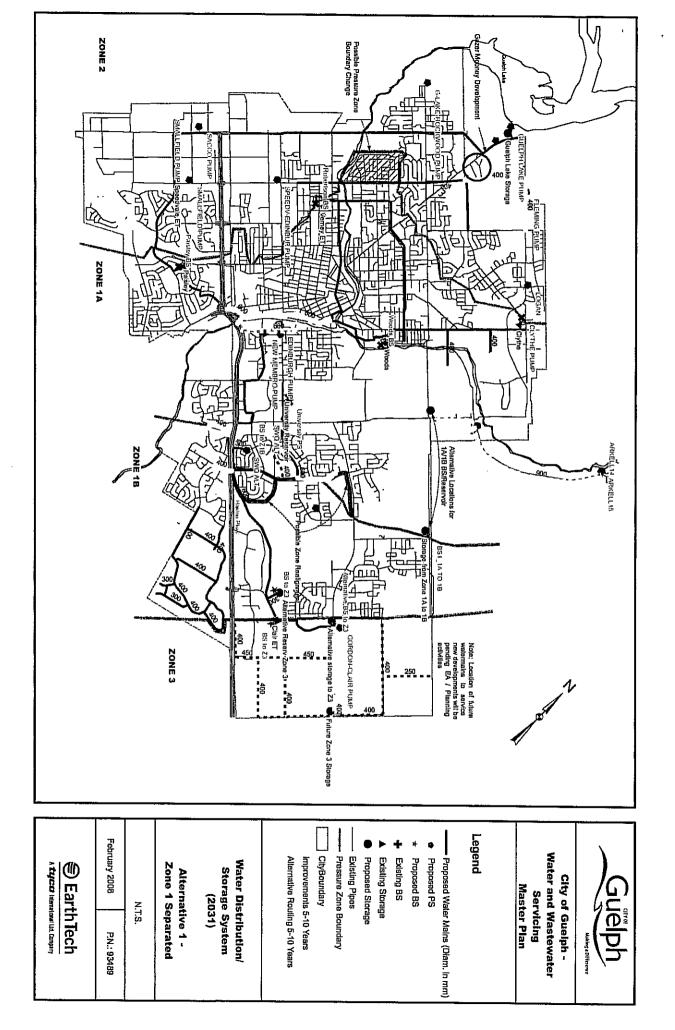
Years	Project no.	Project Description	1	Budgetary Estimate	Class EA Schedule
develop- WW-F-1 ment driven (0- 5)	*Decommission SPS on Gordon (after installation solution sewer)	\$	2,700,000	A/B	
0 - 10	WW-F-2	Improvements to lift stations & forcemains (allowance)	\$	2,000,000	A
0 - 15	WW-F-3	Storage/Equalization (within trunks - York/Speed; at WWTP)	\$	8,000,000	A/B
0-5	WW-F-4	New SPS in South (ICI) - development south of Clair	\$	2,025,000	В
develop- ment	WW-F-5	Possible new SPS in South (ICI) - future development south of Clair	\$	2,025,000	В
Subtotal			\$	16,750,000	1

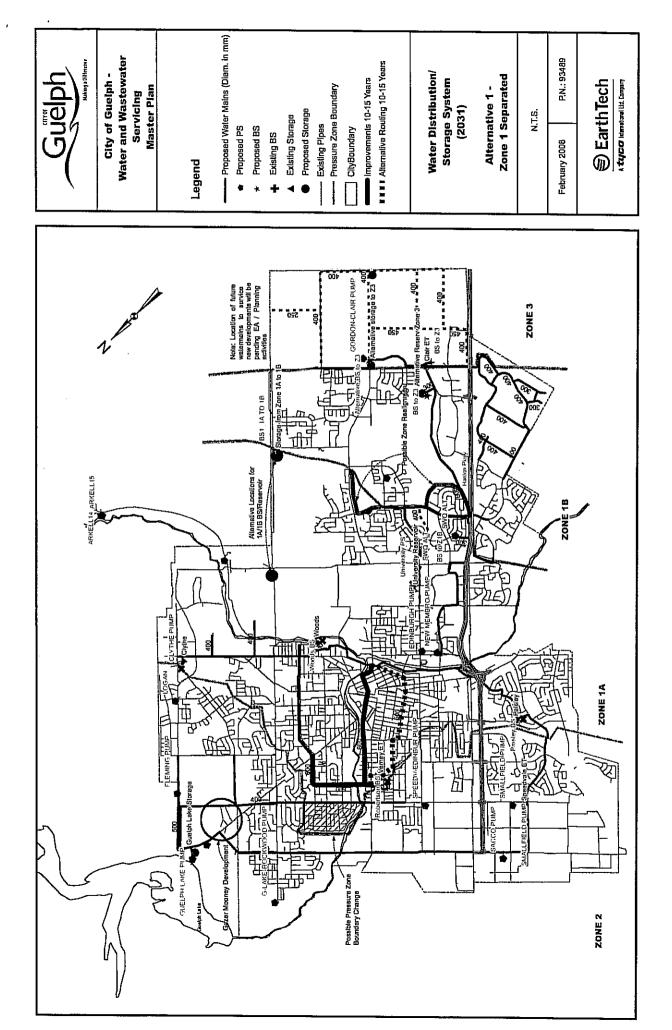
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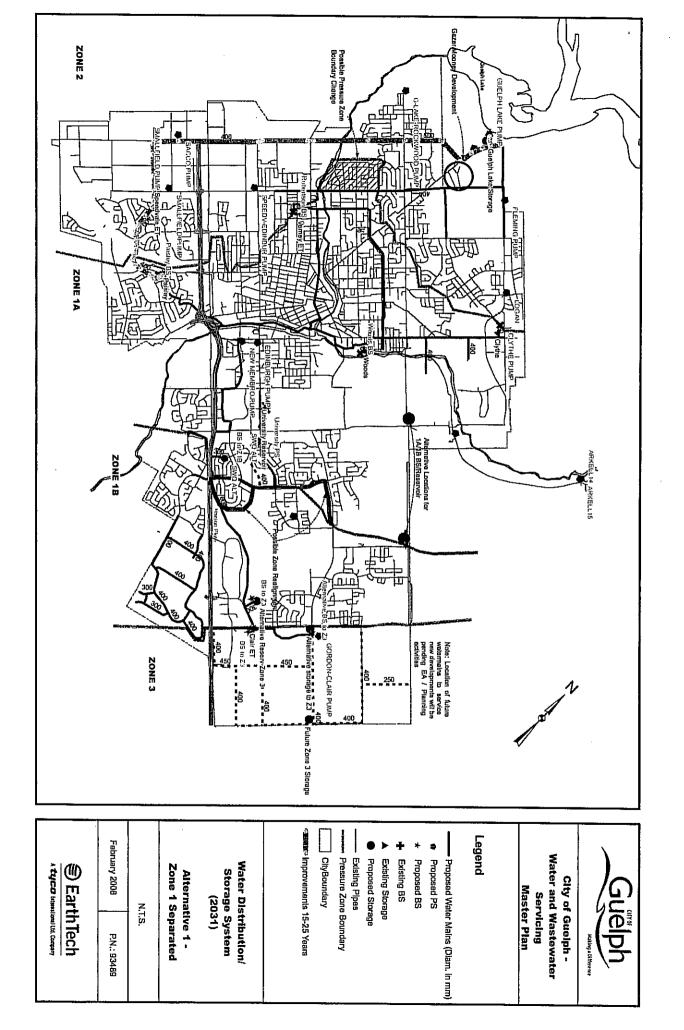
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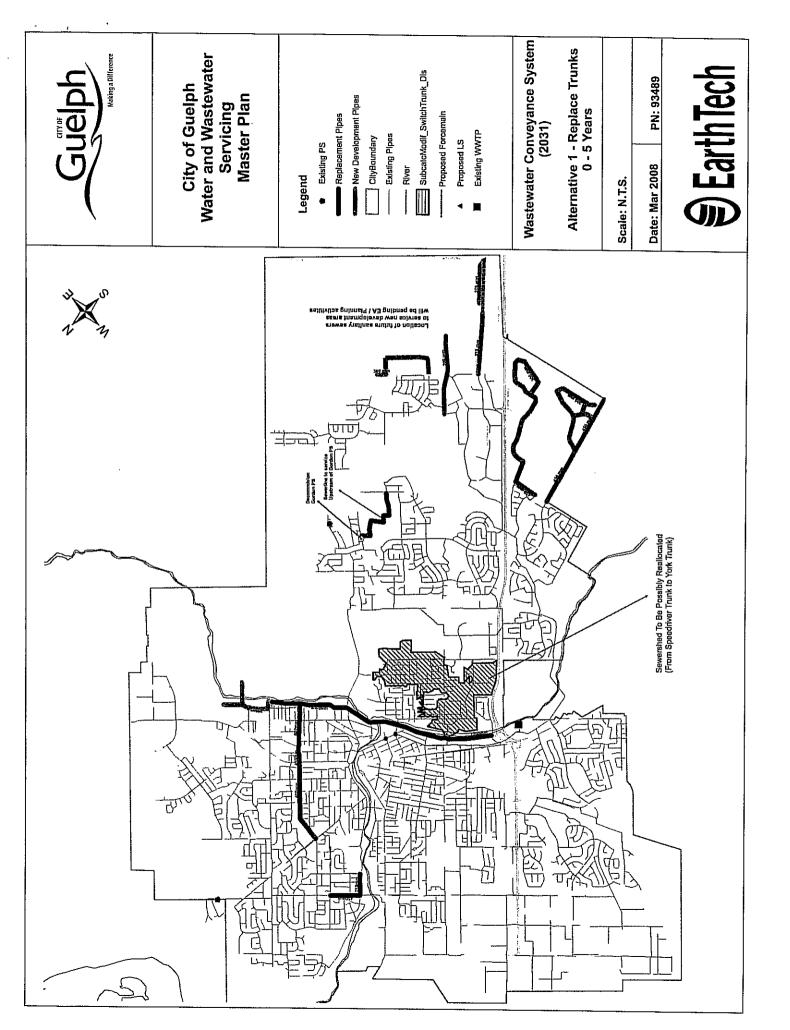
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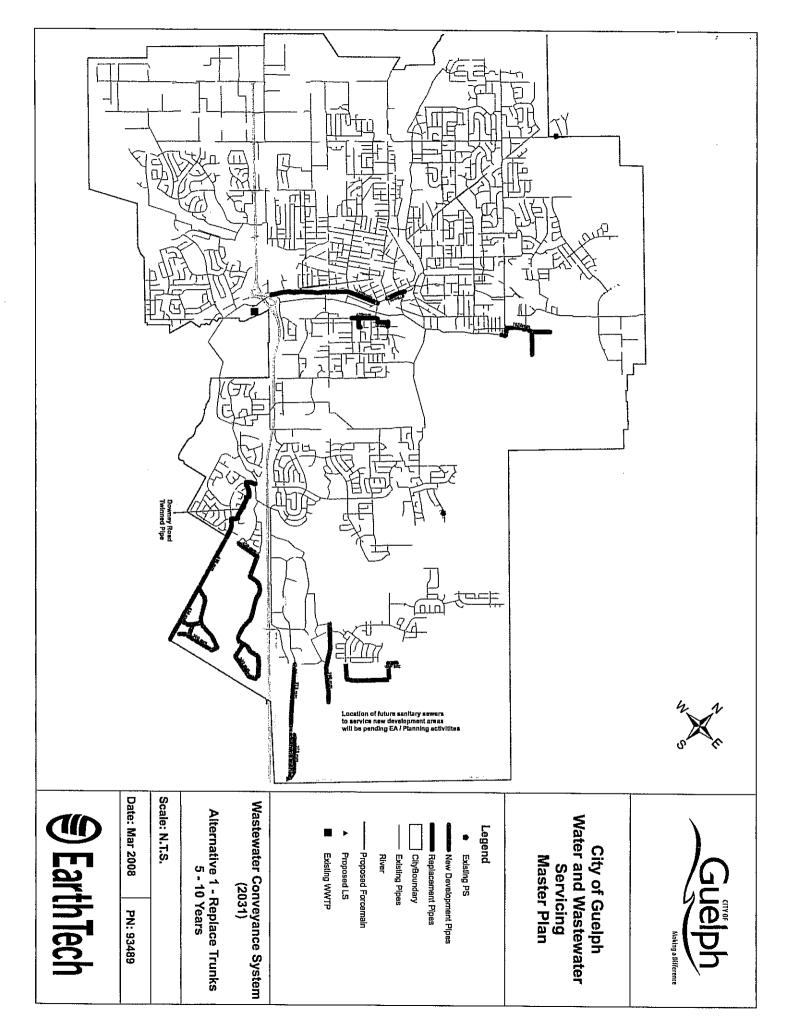












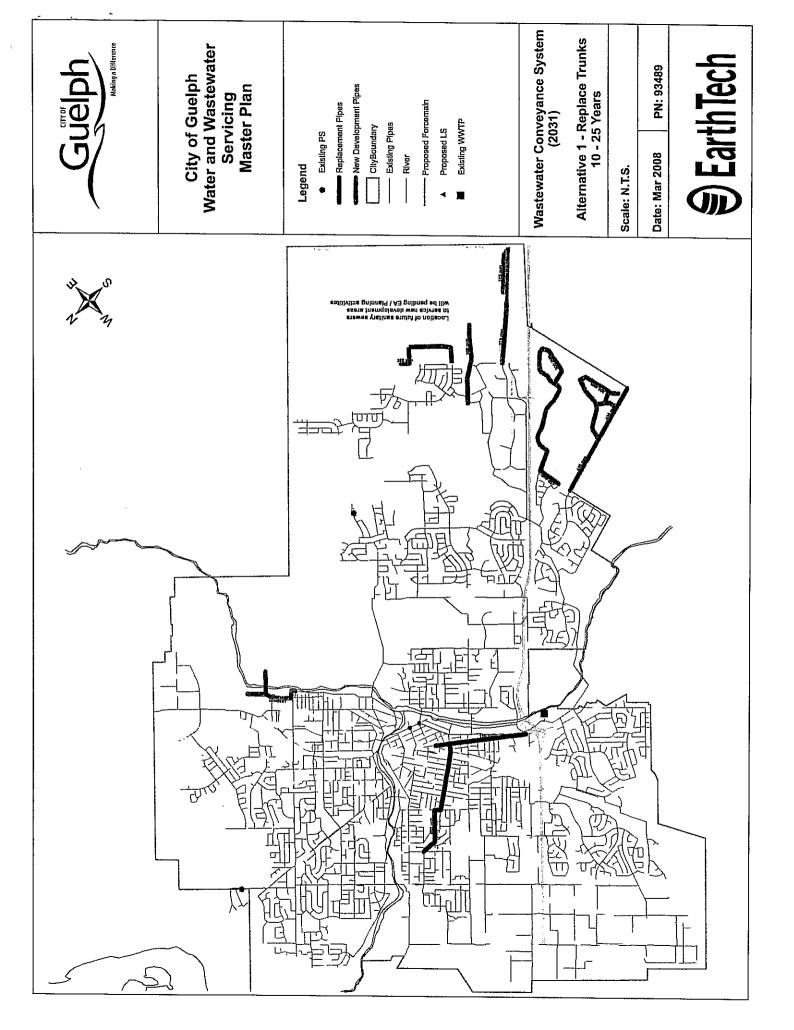


Table 6.3 Guelph Water/ Wastewater Servicing Master Plan Water Servicing Alternatives Evaluation Summary

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Evaluation Criteria	Alternative A "Do Nothing"					Alternative D Improvements to Existing System: New Facilities and Watermains					
			Unaccounted for Water	Pricing/Controls/Education	1. Zone 1 - Split in existing PZ 1	2. Zone 1 - new elevated tank	3. Zone 1 - change to Closed System				
Public Health and Safety	Cannot meet water security needs in long term. Ongoing impacts: problem areas with respect to system pressures and fireflows in south end	deficiencies	Does not address existing system deficiencies	Does not address existing system deficiencies	Existing and thug term requirements an beined Additionalizane to mointain Zone split may result to increased? dead-ends(increased) thething requirements (work-quality) splits).	Existing and long term requirements can be not Maintain as single zone easiest to operate and maintain emergency response	Can meet long term requirements System more difficult to operate to meet emergency requirements				
Natural Environment	Does not address ('ity adopted growth strategy	Counter to adopted growth strategy. Impact from intensification results in reduced servicing to City core.	Low impact to natural environment.	I.ow impact, non-invasive for added short term supply.	Prettrist alternative Low to moderate impacts from new transmission pipes through with s corridor, existing transformer for find for booster pumping situitions and asservoirs	Meets growth needs for long term. Moderate impacts from new elevated tank in central Zone 1 location; new transmission pipes - number of water crossings to service zone 1. Need for land for boaster pumping station and reservoir for Zone 3.	Meets growth needs for long term. Moderate to high impacts from new in- ground reservoir and expanded central pumping station in Zone 1: new transmission pipes - number of water crossings to service zone 1. Need for hum for booster pumping station and reservoir for Zone 3. High energy use/emissions due to pumpit to meet all system requirements				
Social/Cultural	Connot meet growth objectives, triple bottom line Sociał cost high, benefit low Physical impact low due to inaction	Cannot meet growth objectives, triple bottom line Social cost high, benefit fow Physical impact low due to inaction	 Partly meets growth objectives. Meets triple bottom line with low benefit potential. Social cost high, benefit very low. Low physical impacts 	 Partly meets growth objectives. preferred for short term. Meets triple bottom line with low benefit potential Social cost high, benefit very low. Low physical impacts 	Treterred alternative Meels growth requirements over nud to long term. Meels upple bollon the within noderate dimacin Modernie social postlympaci Thy sterils in pactidue to devine actifues	Meets growth requirements over long term Meets triple bottom line with moderate impacts. Moderate social cost/impact. Social impact due to new elevated tank in zone 1	Meets growth requirements over long ter Meets triple bottom line with moderate impacts. Moderate to high social cost/impact.				
Economic/Financial	Moderate capital, operational, lifecycle cost due to inaction. Likelihood of emergency response to impact infrastructure cost/user rates.	Low capital, operational, lifecycle costs and user rate/infrastructure aspects due to growth limitations.	Minimal capital, operational, lifecycle costs and user rate/infrastructure aspects.	Minimal capital, operational, lifecycle costs, infrastructure aspects with user rate increases.	Moderate collibricopilal (\$125 M)) > Protyred alternative	High capital (S142 M).	High capital (\$146M). high lifecycle costs and user rate/infrastructure aspects.				
Legal/Jurisdictional	Moderate impact due to inaction/emorgency response. No land required as a result.	Minimal impact due to growth limitations. No hand needs. Negative economic development as a result.	No land Geopalitical issues. Entirely within City.	No land Geopolitical issues. Entirely within City.	Isand likely required for booster pumping stations and zones storage	Land likely required for booster pumping stations and zone 1 and 3 storage: new elevated tank in zone 4	Land likely required for booster pumping stations and zone 3 storage. New zone 1 storage in ground (possibly at existing P.				
Technical	Does not address criteria. Emergency response only.	Addresses some issues by limiting growth, but not others.	Minimal impact for most issues but does not address a few.	Minimal impact for most issues but does not address a few.	Low to mederate impacts for most issues, open system provide most stable operation. Easiest to implement with phased approach.	Moderate impacts for most issues with new infrastructure: open system provides most stable operation - single elevated tank in Zone 1 resolves operational issues but large transmission mains required north-south. Less use of existing infrastructure.	Moderate to high impacts for most issue with new infrastructure; Zone 1 closed system reliant on pumping to meet all conditions - pressure swings less moderated than open system.				
OVERALL EVALUATION	Not an option	Subject to City direction	Should be part of any plan.	To be addressed as part of Bill 175 requirements currently underway	preferred striftlagy	D					
LEGEND	LOWEST IMPACT MOST PREFERRED	LOW TO MODERATE IMPACT	MODERATE IMPACT	MODERATE TO HIGH	О ШСН ІМРАСТ						

Table 6.5 Guelph Water/Wastewater Servicing Master Plan Wastewater Conveyance Alternatives Evaluation Summary

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	A. Do Nothing B. Limit Community Growth		C. I/I Reduction & Re-Use Alternatives	D. Upgrade Existing Wastewater Conveyence System			E. Pumping Station and Forcemain
Evaluation Criteria				1. Replace Main Trunk Sewers	2. Interceptor: Consolidation of Waterloo & Speed River Trunks Into YorkTrunk	3. Interceptor: Consolidation of Waterloo & York Trunks into Speed River Trunk	4. Pumping and Storage of York Trunk
Natural Environment Considerations	 - little impact - degradation of water quality 	 little impact some improvement to water quality 	Re-Use - greater potential impact due to infrastructure requirements - improved water quality but lower degree than others I/I Reduction - benefits Natural Environment by reduced infrastructure needs in collection system and at WWTP: potential for improved effluent quality	Inipacts due to infrastructure works needed to service	impacts due to infrastructure works needed to service	impacts due to infrastructure works needed to service	impacts due to infrastructure works needed to service
Social Cultural	 does not facilitate growth no temporary construction/safety aspects 	facilitates short term growth only fittle construction/safety impacts	 re-use and reduced I/I - facilitates some short/long term growth short and long term construction impacts for re-use 	Tacilitates short and long term growth short term construction and long term imparts:	 facilitates long term growth short term construction and long term impacts 	 facilitates long term growth short term construction and long term impacts 	 facilitates long term growth short term construction and long term impacts
Economic	 emergency costs and impacts degradation of existing facilities 	low cost and rate impacts maximizes infrastructure use	 high costs and rate impacts reuses some infrastructure, but new/additional required 	 moderate capital/low operating costs Est Capital (willout-storage) = \$68M Est Capital (willstorage in pee) = \$79M. Est Capital (willstorage in tanks) = \$75M. Est Capital (willstorage in tanks) = \$75M. rate (mpacts	 high capital/low operating costs Est Capital (without storage) = \$75M Est Capital (with storage in pipe) = \$85M Est Capital (with storage in tanks) = \$80M rate impacts good use of City infrastructure 	thigh capital/low operating costs Est Capital (without storage) = \$76M Est Capital (with storage in pipe) = \$86M Est Capital (with storage in tanks) \$81M - rate impacts - good use of City infrastructure	 very high capital and operating costs Est Capital (without storage) = \$81M Est Capital (with storage in tanks) \$88M rate impacts use of existing infrastructure plut completely new infrastructure
.egal	 emergency process and approach requirements no additional land requirements 	reduced process and approach needs reduced land requirements	- additional process and approach requirements - significant land requirements	 normal process and approach with some added planning implications some land implications for initiasuicitie/facilities 	- normal process and approach with some added planning implications - some land implications for infrastructure/facilities	- normal process and approach with some added planning implications - some land implications for infrastructure/facilities	- additional process and approach activities - land required for facilities and infrastructure
Technical	 does not meet servicing needs degradation of existing operations/facilities emergency infrastructure/ energy needs tittle flexibility and innovation 	meels short term servicing to some extent maintains current operations reduced intrastructure/energy requirements readily implementable and flexibility little innovation opportunities	meets short and long term servicing needs to some extent considerable infrastructure/ energy requirements for re-uso longer term implementation, less flexibility, innovation can be applied	meels short /long term servicing meeds shuft, minimized operational complexity Jandiconitraline and constructed billy Jandiconitraline and constructed billy Jandiconitraline and constructed billy macis somewhat flexible and readily implementable moderate infrastructure with fille innovation opportunities	- meets short/long term servicing needs with minimal operational complexity - land contraints and constructability impacts - somewhat flexible and readily implementable - moderate infrastructure with little innovation opportunities	 - meets short/long term servicing needs with minimal operational complexity - tand contraints and constructability impacts - somewhat flexible and readily implementable - moderate infrastructure with little innovation opportunities 	meets short/long term servicing needs with minimal operational complexity land contraints and constructability impacts not as readily implementable high cost infrastructure with som innovation opportunities; possible to offset pumping at WWTP
OVERALL EVALUATION	Not an option	Subject to City direction	Should be part of any plan.	Dreferredialternative)	•
LEGEND	Lowest Impact (Most Preferred)	Low to Moderate	Moderate	Moderale to High	High (Least Preferred)		

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday July 11, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday July 11, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillor Bell

Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Mr. P. Busatto, Manager of Waterworks; Mr. P. Cartwright, General Manager of Economic Development & Tourism; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. R. Henry, City Engineer; Mr. W. Galliher, Water Conservation Project Manager; Ms. J. Jylanne, Senior Policy Planner; Mr. D. Kudo, Infrastructure Planning: Design & Construction Manager; Ms. M. Plaunt, Manager of Policy Planning & Urban Design; Ms. S. Smith, Associate Solicitor; Mrs. L. Giles, Director of Information Services/City Clerk; and Ms. J. Sweeney, Council Committee Coordinator.

There was no disclosure of pecuniary interest.

2. Moved by Councillor Piper

Seconded by Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on June 6, 2008 be confirmed as recorded and without being read.

Carried

Mcalister Park

Scott Hannah, Manager of Development & Parks Planning advised that this report is in response to the Committee's request to determine if an exemption from the Animal Control By-law could be imposed to not allow dogs off leash if the sports field designation is adopted. He further advised that legal staff were contacted and advised that there are two options with respect not allowing dogs off leash: to provide an exemption to the current by-law to add a general provision allowing Council to exempt sports fields from the provisions as it determined appropriate; or to include a list of the sports fields that are considered to be off leash areas with the provision that Council had the ability to add new sports fields to the list when they are built. He advised that staff are not supportive of these options and that staff are recommending the motion that was presented in the report dated May 9. 2008.

July 11, 2008	Community Development & Environmental Services Committee Page No. 2
	Jerry Greenfield was present and suggested that sections of the park were under utilized and would make a great place for a soccer field. He requested that the Committee approve the master plan with restrictions that would allow dogs off leash during restricted times.
	Avril Hassett advised that she would like to see sports fields in the park which would be an off leash area for dogs. She suggested that such development of the area would benefit the entire community.
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Community Design and Development Services Report 08-71 dated July 11, 2008, regarding Mcalister Park be received;
	AND THAT Council approve the modified Master Plan of Mcalister Park, as per Appendix 'B; of the Community Design and Development Services Report 08-47 dated May 9, 2008, that includes an area designated as a Sports Field;
	AND THAT staff be directed to allocate funding in the 2009-2019 Capital Budget Forecast to implement a mini soccer pitch on the designated sports field.
	Carried
	Carried Water and Wastewater Servicing Master Plan Study
	Water and Wastewater Servicing Master Plan Study Don Kudo, Infrastructure Planning: Design & Construction Manager introduced the water and wastewater servicing master plan study and

July 11, 2008 Community Development & Environmental Services Committee Page No. 3

3. Moved by Councillor Piper Seconded by Councillor Salisbury

REPORT

THAT the Water and Wastewater Servicing Master Plan Study be approved;

AND THAT staff undertake the proposed initiatives in accordance with the recommendations of the Water and Wastewater Servicing Master Plan Study, as outlined in Section 4.4 of the Executive Summary (copy attached);

AND THAT staff bring forward for Council approval, as required and through the budget process, projects arising out of these initiatives prior to implementation;

AND THAT staff continue to support the conservation goals approved in the Water Supply Master Plan with water conservation and inflow and infiltration reduction programs as measures to reduce the need to expand water distribution and wastewater conveyance infrastructure or the need to implement new water distribution and wastewater conveyance infrastructure;

AND THAT staff investigate wastewater reuse conveyance alternatives including possible servicing areas, users, infrastructure, regulatory approvals and funding requirements;

AND THAT staff investigate opportunities for energy capture from trunk sanitary sewers including possible servicing areas, users, infrastructure and funding requirements;

AND THAT Council continues to support asset management practices and sustainable funding levels for water and wastewater infrastructure rehabilitation and replacement;

AND THAT staff will develop a Financial Plan to identify funding options for proposed increases for Council approval;

AND THAT staff continue to integrate the results of the Water and Wastewater Servicing Master Plan Study with approved City master plans including the approved Water Supply Master Plan and the future Wastewater Treatment and Stormwater Management Master Plans.

Carried

Water Conservation and Efficiency – Update Report

Wayne Galliher, Water Conservation Project Manager highlighted the various initiatives with respect to water conservation and efficiency.

July 11, 2008	Community Development & Environmental Services Committee Page No. 4
Dr. J. Laird	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT the update report of the Director of Environmental Services dated July 11, 2008 with respect to Guelph's Water Conservation and Efficiency Program, be received.
	Carried
	Community Energy Plan – Update Report to the Community
	Dr. Laird, Director of Environmental Services provided an update to the Committee on the Community Energy Plan.
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the report of the Director of Environmental Services, dated July 11, 2008, providing an update to the community on implementation of the Community Energy Plan, be received.
	Carried
	Noise Control By-law Exemption Request for the New Student Orientation Week at the University of Guelph
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT Report 08-72 regarding a noise by-law exemption request on behalf of the University of Guelph for New Student Orientation Week from Saturday, August 30, 2008 to Friday, September 5, 2008, from Community Design and Development Services, dated July 11, 2008, be received;
	AND THAT an exemption from Schedule `A' of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the New Student Orientation Week including the amplification of music and speech and crowd noise between the hours of 11:00 p.m. to 12:00 a.m. from August 30, 2008 to September 5, 2008, be approved.
	Carried
	York District Hybrid Land Use Plan (Guelph Innovation District) Phase III Update
	Joan Jylanne, Senior Policy Planner, updated the Committee on the York District Hybrid Land Use Plan Phase III. She advised that the City is looking at completing a secondary plan which will provide more detailed information.

July 11, 2008	Community Development & Environmental Services Committee Page No. 5
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT Community Development and Environmental Services Report No. 08-84 "York District (Guelph Innovation District) Hybrid Land Use Plan and Phase III Update" dated July 11, 2008, be received for information.
	Carried
	In Camera
	 8. Moved by Councillor Piper Seconded by Mayor Farbridge THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about identifiable individuals.
	Carried
	The remainder of the meeting was held in camera.
REPORT TO COUNC IN COMMITTEE OF THE WHOLE	 9. Moved by Mayor Farbridge Seconded by Councillor Billings IL THAT staff be given direction with respect to a citizen appointment to a board, committee or commission.
	Carried
REPORT TO COUNC IN COMMITTEE OF THE WHOLE	 Moved by Councillor Piper Seconded by Councillor Billings THAT staff be given direction with respect to a citizen appointment to a board, committee or commission.
	Carried
	Next Meeting: September 5, 2008
	The meeting adjourned at 11:15 a.m.

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee with invitation to the Community Development and Environmental Services Committee

DATE July 16, 2008

LOCATION Council Chambers

TIME 4:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
TRANSIT SYSTEM GROWTH STRATEGY AND PLAN	Approve
Presentation:- Rajan Philips, Manager Transportation Planning & Development Engineering 	
THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on 'Transit System Growth Strategy and Plan' be received;	
AND THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;	
AND THAT the Mayor to write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report.	

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee
SERVICE AREA	Community Design and Development Services
DATE	July 16, 2008
SUBJECT	Transit System Growth Strategy and Plan
REPORT NUMBER	08-86

RECOMMENDATION

"THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on 'Transit System Growth Strategy and Plan' be received;

AND THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;

AND THAT the Mayor to write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report."

BACKGROUND

The conventional wisdom on public transit is that transit usage in medium-sized municipalities like Guelph would generally not grow enough to accommodate a significant portion of the passenger travel demand. This has constrained transit planning to setting and working towards modest transit modal share targets. Thus Guelph's Official Plan sets a target of 10% transit share of all-day travel. The conventional wisdom is now under challenge in light of three parallel developments:

- a) societal concerns about climate-change effects, air quality issues, energy consumption and rising fuel costs;
- b) policy changes at the federal, provincial and municipal levels in regard to land use intensification, energy conservation and promotion of alternative modes of travel; and
- c) the Provincial Growth Plan allocating growth targets to Ontario municipalities including the City of Guelph and the County of Wellington.

There is evidence of growing public interest in and use of transit in many jurisdictions in Ontario and elsewhere in North America, and there is a corresponding policy shift in the Provincial and Federal Governments favouring transit expansions supported by funding programs.

While Ontario municipalities have long been involved in transit promotion, transit supportive land use development and providing transit service to employment and commercial areas, municipalities are now being mandated by the Province to include and implement these practices as part of their local growth plans. Both the Provincial Policy Statement (2005) and the Provincial Growth Plan for the Greater Golden Horseshoe (2006) emphasize that transit should be given first priority in the development of transportation systems in Ontario municipalities.

Within the framework of the Provincial Growth Plan, both Guelph and Wellington County have increased their population and employment projections for 2031. These combined increases with attendant land use intensifications have significant implications for providing transit service in Guelph and Wellington County areas.

An additional reason to explore possibilities for future transit system changes and expansion in the case of Guelph and Wellington County is the changing regional context with regards to transit planning and initiatives.

The Regional Municipality of Waterloo is pursuing the development of higher order transit - Light Rail Transit (LRT) or Bus Rapid Transit (BRT) - to serve the municipalities of Kitchener, Waterloo and Cambridge. The North Mainline Municipalities (London, St. Mary's, Stratford, Kitchener, Waterloo, Region of Waterloo, Guelph and Halton Hills) have completed a Business Plan for improving rail service on the Mainline from London to Toronto, with a considerably higher frequency service between Kitchener and Toronto. The North Mainline study recommends the use of light-rail Diesel Multiple Units (DMUs) west of Georgetown to connect with existing GO Train service east of Georgetown.

GO Transit has recently commenced an Environmental Assessment (EA) for rail service expansion from Georgetown to Guelph and Kitchener. The EA will use the North Mainline Business Plan as background study and address infrastructure improvements, station locations and rail equipment required for extending full rail service west of Georgetown. The EA is expected to be completed by April 2009, and initial GO rail service to Guelph could commence as early as 2011/12. An improved GO Bus service between Guelph and Toronto using Highway 401 is already in operation.

These developments in regional transit are moving towards establishing higher order (Bus Rapid / Light Rail) transit linkages between Guelph, Wellington County areas, Kitchener, Waterloo, Cambridge and the GTA areas. It would make good planning sense for Guelph to explore the feasibility of implementing a higher order transit system within the City in conjunction with inter-regional transit initiatives. The exercise would also be consistent with the needs of many Guelph and Wellington residents who commute to work in the Waterloo Region and the GTA areas, and the even larger of number people who live in these areas and travel to work in Guelph and Wellington.

This present report and the recommendation for developing a Transit System Growth Strategy and Plan is a response to the changing circumstances, new opportunities and the general community desire in Guelph to promote transit. The proposed Growth Strategy and Plan will establish future direction and goals and the road map to achieve them.

In addition, the proposed plan will use the long term direction and goals as the framework for reviewing and recommending improvements to the current transit operations and systems delivery, particularly with regards to transit route structure, downtown transfer point, vehicle types and technology and governance structure for delivering transit service.

Specifically, the development of the Transit System Growth Strategy and Plan will address the following:

- A long term transit vision for Guelph and surrounding Wellington County areas
- Feasibility of Higher Order Transit: Bus Rapid Transit / Light Rail Transit
- Current System Review including Operations, Route Planning, Vehicle Types/Technology and Service Delivery Options
- Roadway Transit Priority Measures
- Recommendations for corresponding policies and targets in the Official Plan
- Financial, Governance and Implementation strategies

Guelph and Wellington County have historically coordinated their efforts in transportation system planning and expansion and the City should invite the County to participate in the proposed initiative. Joint participation is also necessary in light of the transportation and transit implications of the combined growth targets for Guelph and Wellington under the Provincial Growth Plan.

REPORT

Transit Strategy Development

The development of the Transit System Growth Strategy and Plan will involve outside consulting services and public consultation. The strategic plan exercise will be undertaken in two parts: (a) strategic overview and recommendations for immediate, medium and long term horizons; and (b) detailed review of and recommendations for modifying and improving the existing system. The study duration is expected to be 12 to 18 months. The study consultant will be selected through a competitive process according to the City's purchasing policies.

The selected consultant will prepare a Work Plan at the commencement of the study, identifying the following:

- Main study methodologies, tasks and milestones
- Public Consultation Process

- Agency and Regional Consultations
- Study Deliverables
- Budget and Consultant Resources

The Work Plan will be presented to a joint meeting of the Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee for input and subsequent Council approval. From thereon, the project will be guided and managed through a Project Advisory Committee and a Technical Committee as follows:

<u>Advisory Committee</u>: The Advisory Committee will provide advice and act as the sounding board for the study and will meet at critical study milestones as identified in the Work Plan. The Advisory Committee will include ten community members representing neighbourhood groups, businesses, institutions and stakeholder/interest groups in Guelph, and two representatives from Wellington County. The Advisory Committee will be established along with the approval of the Work Plan.

<u>Technical Committee</u>: The Technical Committee will be responsible for managing the technical and policy development aspects of the study, undertaking public consultation, and monitoring study progress in accordance with the Work Plan. The Committee will include City staff members (from Community Design and Development Services and Community Services Departments and other Departments as appropriate) and staff representatives from Wellington County.

The Work Plan will include a detailed public consultation process for the study. The process will be based on focus group meetings, community surveys and public information centres.

Transit Strategy Components

The main objectives and components of the proposed transit strategy are summarized below.

1. Long Term Transit Vision

The 2001 Guelph Transportation Strategy Update provides an overall Transportation Vision for Guelph including the important role transit has to play in realizing that vision. Supporting goals and policies are included in the Transportation Strategy as well as in the Official Plan. The Official Plan (OP) sets a citywide target of 10% transit share of all day trips.

The 2005 Guelph-Wellington Transportation Study (GWTS) developed a 20-year Transportation Master Plan for Guelph and surrounding areas in Wellington County. The Plan identified measures for Guelph Transit to progressively increase the transit share of travel from the current level of 6% to the OP target of 10%. However, the population and employment projections used in the GWTS have changed as a result of the Provincial Growth Plan with attendant implications for transit in Guelph and Wellington County areas.

The proposed long term transit vision will take cognizance of the changing context and future projections, and capture the possibilities for transit expansion in Guelph including higher order transit, interregional transit linkages, current transit system improvements, enhanced transit-land use compatibility, and significant increases in transit usage.

2. Higher Order Transit: LRT and BRT

The case for introducing Light Rail Transit (LRT) or Bus Rapid Transit (BRT) in Guelph, although previously dismissed on the grounds of high cost and Guelph's population size, deserves to be examined in the changing context of regional transit planning and possibilities. Guelph is also unique among municipalities in owning a railway – the Guelph Junction Railway (GJR), and the proposed initiative is an opportunity to examine if this rail infrastructure with potential additions could be used for passenger transport in addition to freight transport.

While LRT is more popular in many communities, the same level of transit service can be provided by a bus rapid transit (BRT) system. BRT provides faster and highfrequency bus service by using exclusive rights-of-way, bus-only lanes and implementing transit priority measures in mixed-traffic roadways. It has the advantage of utilizing the same fleet and corridors that are currently used by Guelph Transit. As well, it is feasible to have a mix of both BRT and LRT serving appropriate corridors.

At-grade BRT or LRT will provide capacity for 10-15,000 passengers per hour. The capacity would increase to 20-25,000 passengers with grade-separation. In comparison, Guelph Transit now has a system capacity to carry 2500 – 5000 passengers per hour, and a current average load of about 1500 to 2000 passengers per hour during peak periods.

It should be emphasized that while the proposed transit strategy plan will address the potential for and the feasibility of implementing higher order transit in Guelph in the long term, the actual investment and implementation will require further detailed reviews, cost-benefit analyses and environmental assessments. The more immediate outcome of the proposed strategy plan would be to identify corridors and property requirements and provide for their protection through the Official Plan (OP).

The proposed transit strategy will address the following in regard to higher order transit:

- Identify potential for BRT corridors within Guelph
- Identify potential for BRT corridors linking Guelph to areas in Wellington County, Kitchener, Waterloo and Cambridge
- In light of the proposed extension of GO Transit service to Guelph and Kitchener, identify potential for linking Guelph to K-W and Cambridge via LRT
- Identify potential for LRT within Guelph as part of regional LRT development
- Identify a potential LRT role for GJR infrastructure
- Identify property requirements on potential corridors to be included in the OP
- Prepare preliminary cost estimates and implementation strategies for feasible BRT/LRT options

3. Existing System Review

At present, transit service in Guelph is characterized by the following:

- A primarily radial route system with a recently added perimeter route
- Main transfer point in the downtown which is planned to be relocated from St. George's Square to the VIA Station site on Carden Street
- Established nodes at the University and Stone Road Mall
- Emerging commercial centre nodes at Woodlawn/Hwy6, Imperial/Paisley Clair/Gordon, and Watson/Starwood intersections
- Current transit share is 6% citywide, with higher transit use in areas such as the downtown, the University and the Stone Road Mall
- 20 minute transit service that is being introduced
- Successful student-transit-pass system for University of Guelph students who are among the major users
- Efforts to expand transit pass for University and other employees

The present route system has been reviewed a few times in recent years. Independent reviewers have recommended a gradual transition from the current radial system to a mixed radial-grid system while maintaining downtown as the main transfer point.

Some of the concerns with existing transit service and suggestions for changes include:

- Radial route system with downtown transfers being the only location for transfers
- Inadequate coverage or non-coverage of certain areas and roads
- Preference for a grid system with more cross-town routes
- The use of a single transfer point in the downtown
- Need for more frequent service (20 min service is intended to address this)

Apart from addressing concerns raised in regard to the existing service delivery, the new transit strategy should identify future transit service requirements to match the land use intensification identified for the downtown and other areas in the City's Local Growth Management Strategy.

The existing system review will also address accessibility issues, the provision of alternative transit service (e.g. accessible taxi service), near-term service extension to Wellington County Townships, the selection of vehicle types and technology, and service delivery options.

In sum, the review of the existing system will address the following:

- Identify and address concerns about the existing system
- Identify route and service needs corresponding to the proposed intensification in the downtown and other areas
- Develop a new routing and service plan based on the results of the review
- Accessibility issues and alternative transit service
- Near-term transit service extension to Wellington County Townships
- Fleet requirement and selection of vehicle types/technology
- Organizational structure for delivering transit service

4. Roadway Transit Priority Measures

Transit priority measures are undertaken to facilitate transit operations in mixed-traffic roadways. They usually include signal priorities, geometric improvements at intersections, and bus-only-lanes at critical locations. Geometric improvements and bus-only-lanes will require additional property to existing road rights-of-way. As part of the existing system review, transit priority measures will be identified and related property requirements included in the Official Plan. This would enable the City to have additional property dedicated for transit priority through the development process.

5. Recommendations for Official Plan Policies and Targets

The proposed strategic plan will identify new targets and policies to be included in the Official Plan to support future transit system expansion and growth. The current OP target of 10% transit share is a citywide target. The actual share of 6% is also citywide, but this does not capture the higher transit share in specific locations in the City, such as the downtown, the University and the Stone Road Mall. The proposed plan will also identify property requirements to be included in the OP to accommodate future transit initiatives. Recommendations for OP transit targets and policies will be made in the following areas:

- Identify different areas in the City with higher and lower transit use at present and establish different targets for transit use in different areas
- Propose policies for transit service improvements including higher order transit corresponding to the new targets for transit use
- Transit compatibility as a requirement for new developments
- Identify property requirements for future transit priority improvements
- Identify corridors and property for future higher order transit initiatives

6. Implementation and Financial Plans

The final and important component of the proposed transit strategic plan will be the implementation and financial plans that will identify the timing of recommended improvements and initiatives, along with estimated costs and potential funding (i.e. municipal, provincial, federal) sources. The financial plan will also explore possibilities of public-private partnerships particularly for transit infrastructure expansion that could benefit existing or new developments. The implementation plan will make specific recommendations in regard to the type of organizational structure necessary for (a) modifying and improving the current delivery of transit service, and (b) undertaking future transit infrastructure expansions.

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 proposed Transit System Growth Strategy and Plan was not identified in the 2008-10 Capital Budget, but will be identified in the 2008 Development Charges Background Study for the new DC By-Law. Funds for this project are currently available in Corporate DC Reserve to cover 90% of the project expenditure with the remaining 10% recovered from the DC Exempt Reserve. The budget for the consultant assignment to carry out the proposed project is estimated to be \$250,000.

DEPARTMENTAL CONSULTATION

This report has been prepared jointly by staff in the Community Design and Development Services and Community Services Departments.

COMMUNICATIONS

N/A

Prepared By: Rajan Philips, P.Eng. Manager, Transportation Planning and Development Engineering (519) 822-1260, ext. 2369 rajan.philips@guelph.ca

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Recommended By: Ann Pappert, Director of Community Services (519) 822-1260, ext. 2665 ann.pappert@guelph.ca

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Endorsed By: Richard Henry, P.Eng. City Engineer (519) 822-1260. ext. 2248 rick.henry@guelph.ca

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Recommended By: James N. Riddell Director of Community Design and Development Services (519) 822-1260, ext. 2361 jim.riddell@guelph.ca

The Corporation of the City of Guelph Joint Emergency Services, Community Services & Operations Committee and Community Development and Environmental Services Committee Wednesday, July 16, 2008, 4:30p.m.

A meeting of the Community, Operations and Emergency Services Committee and Community Development and Environmental Services Committee was held on Wednesday, July 16, 2008 in Council Chambers at 4:30 p.m.

Present: Councillors Beard, Burcher, Farrelly, Hofland, Laidlaw, Piper and Mayor Farbridge

Also Present: Councillors Bell and Wettstein

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Ms. M. Neubauer, Director of Finance; Mr. D. McCaughan, Director of Operations; Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Henry, City Engineer; Mr. R. French, Manager of Transit Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Ms. K. McAlpine, Supervisor of Facility Booking and Program Registration; Mr. S. Hannah, Manager of Development and Parks Planning; Mr. M. Rea, Associate Solicitor; Ms. J. McDowell, Transportation Demand Management Coordinator; Mr. G. Keyworth, Transportation Planning Engineer; Ms. J. Pathak, District Park Planner; Mr. R. Mackay, Manager of Recreation and Culture; Ms. T. Sprigg, Manager of Corporate Communications; Ms. K. Quennell, Supervisor of Program Development; Mrs. L. Giles, Director of Information Services/City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Transit System Growth Strategy and Plan

Mr. Philips, Transportation Planning & Development Engineering Manager provided background information, outlined the transit strategy components and provided information regarding the existing system review. He also advised of the implementation and financial plans and the development process.

July 16, 2008	Joint Emergency Services, Community Services Page No. 2 & Operations Committee, and Community Development and Environmental Services Committee
Mr. J. Riddell	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on `Transit System Growth Strategy and Plan' be received.
	Carried
REPORT	 Moved by Councillor Hofland Seconded by Councillor Piper THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;
	AND THAT the Mayor write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report.
	Carried
	The Chair advised this portion of the meeting was an informal information session and no decisions will be made at this time.
	Pre-Planning Presentation for the Recreation, Parks and Culture Strategic Master Plan and South End Community Centre Component Study
	Mr. Todd Brown, of Monteith Brown Consultants outlined the project purpose and scope of the plan. He addressed the links to the Corporate Strategic Plan, the objectives, methodology, and key considerations. He outlined the four phases of the planning process and advised of plans for incorporating community involvement. He advised they will be considering transit and connectivity issues and financial issues for youth and seniors in particular. Monteith Brown will provide Council with a listing of community/recreation centre websites that can

July 16, 2008Joint Emergency Services, Community ServicesPage No. 3& Operations Committee, and CommunityDevelopment and Environmental Services Committee

provide some context to the component study & master plan discussion.

Next Meeting: September 10, 2008

The meeting adjourned at 5:35 p.m.

Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE September 5, 2008

LOCATION Council Chambers TIME 9:00 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

May 16, 2008 & July 11, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
 IN CAMERA THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (d) & (f) of the Municipal Act with respect to: labour relations or employee negotiations advice that is subject to solicitor-client privilege 	
WASTEWATER PUBLIC OUTREACH PROGRAM FOR SCHOOL CHILDREN	Receive
PRESENTATION	
Presentation by:	
Tim RobertsonMel Roumeliotis	
Dawn Hamilton	
CULTURAL CHANGE PILOT/OPTIMIZATION PROGRAM	Receive
PILOT/OPTIMIZATION PROGRAM	
Gerry Wheeler will speak to this report.	
THAT the report of the Director of	
Environmental Services dated September 5, 2008 entitled <u>Cultural Change</u>	
Pilot/Optimization Program be received.	

CITY OF GUELPH DRAFT NATURAL HERITAGE STRATEGY	Approve
THAT the Community Design & Development Services Report 08-97 on the Draft Natural Heritage Strategy prepared by Dougan and Associates dated July 2008, be received;	
AND THAT staff be directed to circulate the City of Guelph Draft Natural Heritage Strategy for public and stakeholder input in order to proceed with finalization of the Strategy.	
SELECTION OF THE DESIGN-BUILD- OPERATE (DBO) MODEL FOR THE CONTSTRUCTION AND OPERATION OF A FACILITY TO PROCESS ORGANIC WASTE	Approve
THAT the Design-Build (DB) option be eliminated from further consideration with respect to Request for Proposal #06-060, entitled "For the Design-Build-Operation of a Facility to Process Organic Waste.	
SOLID WASTE MANAGEMENT MASTER PLAN STEERING COMMITTEE: FINAL REPORT AND RECOMMENDATIONS	Approve
Staff will speak to this matter.	
THAT Council adopts the recommendations contained in the final report of the Solid Waste Management Master Plan Steering Committee;	
AND THAT staff bring individual projects to Council for approval through the annual budget approval process;	
AND THAT staff report quarterly on the implementation of the Solid Waste Management Master Plan;	
AND THAT Council extend their appreciation to the members of the Waste Management Master Plan Steering Committee for their efforts and dedication over the past year.	

SOLID WASTE RESOURCES DIVERSION PROJECTS UPDATE REPORT	Receive
THAT the update report of the Director of Environmental Services dated September 5, 2008, with respect to Guelph's Solid Waste Resources waste minimization projects be received.	
DRINKING WATER QUALITY MANAGEMENT SYSTEM IMPLEMENTATION – INFORMATION FOR COUNCIL	Approve
Staff will speak to this matter.	
THAT the report of the Director of Environmental Services dated September 5, 2008 entitled <u>Drinking Water Quality</u> <u>Management System Implementation –</u> <u>Information for Council</u> be received;	
AND THAT Council, as designated owner of the City of Guelph Waterworks under the Provincial Drinking Water License initiative, authorize the Director of Environmental Services to submit, on Council's behalf, all required applications and supporting documents required under the Drinking Water License initiative;	
AND THAT staff be directed to report back to Council with information regarding procedures for communicating compliance with Provincial Drinking Water Legislation.	
SIGN BY-LAW EXEMPTION REQUEST FOR 1 AND 2 KORTRIGHT ROAD EAST	Approve
THAT Report 08-93 regarding a sign variance request for 1 and 2 Kortright Road East from Community Design and Development Services, dated September 5, 2008 be received;	
AND THAT the request for a variance from the Sign By-law for 1 and 2 Kortright Road East to permit one sign for third party advertising to	

be situated on the existing brick wall, in lieu of the by-law requirement of no third party advertising be refused.	
BACKFLOW PREVENTION REGULATIONS	Approve
THAT City Council adopt amendments to Schedule "A" of By-law (1991)-13791 in accordance with Community Design and Development Services report 08-88 dated September 5, 2008.	
OUNRA CORRESPONDENCE REGARDING SIGHTLINES & BOULEVARDS	
The Chair will speak to this matter.	

OTHER BUSINESS

NEXT MEETING

October 10, 2008

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, May 16, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, May 16, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell and Hofland

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Mr. J. Stokes, Manager of Realty Services; Ms. M. Neubauer, Director of Finance; Mr. I. Panabaker, Heritage/Urban Design Planner; Mr. B. Chapman, Manager, Traffic & Parking; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Ms. S. Aram, Manager of Budget Services; Mr. P. Cartwright, General Manager of Economic Development Services; Ms. A. Pappert, Director of Community Services; Mr. M. Cameron, Manager, Parklands and Greenways; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Mr. Panabaker, Heritage/Urban Design Planner reviewed the background of the Design Plan. He advised that the budget numbers are contained within the budget documents for the City. He stated that the name of the project has been changed to Market Place to tie it back to the history of the property. He outlined the key objectives that include:

- To create a signature civic square for flexible use and enjoyment by all year-round;
- To provide an expansive setting for civic and cultural events and daily shopping and dining that includes the square and adjacent public realm;
- To establish an accessible, safe, attractive and efficient multi-modal transit station that addresses current issues and opportunities; and
- To establish new facilities and an attractive setting for a public market.

May 16, 2008 Community Development & Environmental Page 2 Services Committee

He stated they have added new chapters to the implementation including the parkade and transit terminal guidelines, rink discussions and public art.

The Heritage/Urban Design Planner outlined the sequence of the downtown capital projects with the proposed time frames. He discussed fundraising principles with respect to necessary support, coordination of efforts and deadlines.

He advised that the Downtown Guelph Business Association is hosting an evening workshop about the Civic Square recommendations on May 20th and that at the May 26th Council meeting staff will be looking for direction both on the Civic Square and the Tax-Supported Capital Guideline.

Councillor Billings left the meeting at 10:35 a.m.

REPORT

Staff advised they are developing a Communication Strategy including a website by the Economic Development Department, coordination of efforts with the Downtown Guelph Business Association, the Chamber of Commerce and the Corporate Communications Department.

 Moved by Councillor Piper Seconded by Mayor Farbridge
 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;

May 16, 2008 Community Development & Environmental Page 3 Services Committee

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.

Carried

Next Meeting: June 6, 2008

The meeting adjourned at 11:00 a.m.

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Chairperson

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday July 11, 2008, 9:30 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday July 11, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillor Bell

Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Mr. P. Busatto, Manager of Waterworks; Mr. P. Cartwright, General Manager of Economic Development & Tourism; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. R. Henry, City Engineer; Mr. W. Galliher, Water Conservation Project Manager; Ms. J. Jylanne, Senior Policy Planner; Mr. D. Kudo, Infrastructure Planning: Design & Construction Manager; Ms. M. Plaunt, Manager of Policy Planning & Urban Design; Ms. S. Smith, Associate Solicitor; Mrs. L. Giles, Director of Information Services/City Clerk; and Ms. J. Sweeney, Council Committee Coordinator.

There was no disclosure of pecuniary interest.

2. Moved by Councillor Piper

Seconded by Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on June 6, 2008 be confirmed as recorded and without being read.

Carried

Mcalister Park

Scott Hannah, Manager of Development & Parks Planning advised that this report is in response to the Committee's request to determine if an exemption from the Animal Control By-law could be imposed to not allow dogs off leash if the sports field designation is adopted. He further advised that legal staff were contacted and advised that there are two options with respect not allowing dogs off leash: to provide an exemption to the current by-law to add a general provision allowing Council to exempt sports fields from the provisions as it determined appropriate; or to include a list of the sports fields that are considered to be off leash areas with the provision that Council had the ability to add new sports fields to the list when they are built. He advised that staff are not supportive of these options and that staff are recommending the motion that was presented in the report dated May 9. 2008.

July 11, 2008	Community Development & Environmental Services Committee Page No. 2
	Jerry Greenfield was present and suggested that sections of the park were under utilized and would make a great place for a soccer field. He requested that the Committee approve the master plan with restrictions that would allow dogs off leash during restricted times.
	Avril Hassett advised that she would like to see sports fields in the park which would be an off leash area for dogs. She suggested that such development of the area would benefit the entire community.
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Community Design and Development Services Report 08-71 dated July 11, 2008, regarding Mcalister Park be received;
	AND THAT Council approve the modified Master Plan of Mcalister Park, as per Appendix 'B; of the Community Design and Development Services Report 08-47 dated May 9, 2008, that includes an area designated as a Sports Field;
	AND THAT staff be directed to allocate funding in the 2009-2019 Capital Budget Forecast to implement a mini soccer pitch on the designated sports field.
	Carried
	Carried Water and Wastewater Servicing Master Plan Study
	Water and Wastewater Servicing Master Plan Study Don Kudo, Infrastructure Planning: Design & Construction Manager introduced the water and wastewater servicing master plan study and

July 11, 2008 Community Development & Environmental Services Committee Page No. 3

3. Moved by Councillor Piper Seconded by Councillor Salisbury

REPORT

THAT the Water and Wastewater Servicing Master Plan Study be approved;

AND THAT staff undertake the proposed initiatives in accordance with the recommendations of the Water and Wastewater Servicing Master Plan Study, as outlined in Section 4.4 of the Executive Summary (copy attached);

AND THAT staff bring forward for Council approval, as required and through the budget process, projects arising out of these initiatives prior to implementation;

AND THAT staff continue to support the conservation goals approved in the Water Supply Master Plan with water conservation and inflow and infiltration reduction programs as measures to reduce the need to expand water distribution and wastewater conveyance infrastructure or the need to implement new water distribution and wastewater conveyance infrastructure;

AND THAT staff investigate wastewater reuse conveyance alternatives including possible servicing areas, users, infrastructure, regulatory approvals and funding requirements;

AND THAT staff investigate opportunities for energy capture from trunk sanitary sewers including possible servicing areas, users, infrastructure and funding requirements;

AND THAT Council continues to support asset management practices and sustainable funding levels for water and wastewater infrastructure rehabilitation and replacement;

AND THAT staff will develop a Financial Plan to identify funding options for proposed increases for Council approval;

AND THAT staff continue to integrate the results of the Water and Wastewater Servicing Master Plan Study with approved City master plans including the approved Water Supply Master Plan and the future Wastewater Treatment and Stormwater Management Master Plans.

Carried

Water Conservation and Efficiency – Update Report

Wayne Galliher, Water Conservation Project Manager highlighted the various initiatives with respect to water conservation and efficiency.

July 11, 2008	Community Development & Environmental Services Committee Page No. 4
Dr. J. Laird	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT the update report of the Director of Environmental Services dated July 11, 2008 with respect to Guelph's Water Conservation and Efficiency Program, be received.
	Carried
	Community Energy Plan – Update Report to the Community
	Dr. Laird, Director of Environmental Services provided an update to the Committee on the Community Energy Plan.
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the report of the Director of Environmental Services, dated July 11, 2008, providing an update to the community on implementation of the Community Energy Plan, be received.
	Carried
	Noise Control By-law Exemption Request for the New Student Orientation Week at the University of Guelph
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT Report 08-72 regarding a noise by-law exemption request on behalf of the University of Guelph for New Student Orientation Week from Saturday, August 30, 2008 to Friday, September 5, 2008, from Community Design and Development Services, dated July 11, 2008, be received;
	AND THAT an exemption from Schedule `A' of Noise Control By-law (2000)-16366, as amended, to permit noise from the various activities associated with the New Student Orientation Week including the amplification of music and speech and crowd noise between the hours of 11:00 p.m. to 12:00 a.m. from August 30, 2008 to September 5, 2008, be approved.
	Carried
	York District Hybrid Land Use Plan (Guelph Innovation District) Phase III Update
	Joan Jylanne, Senior Policy Planner, updated the Committee on the York District Hybrid Land Use Plan Phase III. She advised that the City is looking at completing a secondary plan which will provide more detailed information.

July 11, 2008	Community Development & Environmental Services Committee Page No. 5
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT Community Development and Environmental Services Report No. 08-84 "York District (Guelph Innovation District) Hybrid Land Use Plan and Phase III Update" dated July 11, 2008, be received for information.
	Carried
	In Camera
	 8. Moved by Councillor Piper Seconded by Mayor Farbridge THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about identifiable individuals.
	Carried
	The remainder of the meeting was held in camera.
REPORT TO COUNC IN COMMITTEE OF THE WHOLE	 9. Moved by Mayor Farbridge Seconded by Councillor Billings IL THAT staff be given direction with respect to a citizen appointment to a board, committee or commission.
	Carried
REPORT TO COUNC IN COMMITTEE OF THE WHOLE	 Moved by Councillor Piper Seconded by Councillor Billings THAT staff be given direction with respect to a citizen appointment to a board, committee or commission.
	Carried
	Next Meeting: September 5, 2008
	The meeting adjourned at 11:15 a.m.

Chairperson

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services September 5, 2008
SUBJECT REPORT NUMBER	Cultural Change Pilot/Optimization Program

RECOMMENDATION

"THAT the report of the Director of Environmental Services dated September 5, 2008 entitled <u>Cultural Change Pilot/Optimization Program</u> be received."

SUMMARY

Wastewater Services has undertaken a cultural change pilot based on the principles of the Participatory Management, US EPA's Composite Correction Program (CCP), and Developmental Facilitation.

This new approach to facility management and optimization was adopted in response to challenges experienced in 2005 that revealed limitations in terms of resources loading and allocation, focus, preventative maintenance and design limitations (solids treatment and handling), industrial loading, and limitations in effectively delivering the desired capital program.

A Comprehensive Performance Evaluation was conducted between November 2005 and June 2006 that concluded that the issues impacting the service delivery were common in the industry. Specifically, gaps existed in terms of staff's ability to effectively advocate for facility needs that in turn meant senior management was not in a position to effectively support. The evaluation also revealed that in light of the reduced organic loading from industry through implementation of industrial pretreatment, that via optimization of the existing asset the potential exists to pursue re-rating of the existing plant beyond the current rated capacity of 64 million liters per day (MLD).

To address the identified technical and non-technical limitations and to tap the latent capacity of the facility, a cultural change pilot was proposed and sponsored by the Director of Environmental Services as presented to the Senior Management Team (SMT) in November of 2006 and again for update in March of 2008. Fundamental to the cultural change pilot is transitioning the existing Wastewater Services' staff from a traditional role of "doer" to that of "advocate". In doing so,

and in concert with developmental facilitation, existing challenges provide the basis for staff development in terms of advanced problem solving skills development via enhanced data management and interpretation i.e., change in focus from "end of pipe" to staff establishing performance targets and expectations for each interdependent unit process.

The Ontario Ministry of the Environment initiated evaluation and transition of the CCP to Ontario in the early to mid 1990s whereby it was utilized with success by several operating authorities. The CCP is now recognized as a National Best Practice in Canada (2003) and currently Guelph is championing this comprehensive existing facilities focused, and people driven approach in Ontario.

On July 30th, Environmental Services was pleased to have the opportunity to present the status and approach of the on-going pilot to the Minister of the Environment, the Hon. John Garretson. The presentation sparked renewed interest from the Ministry of the Environment and further discussions are ongoing with the Minister's Senior Advisor regarding potential opportunities. Further, staff has been working closely with the GRCA re potential applicability throughout the watershed.

BACKGROUND

To achieve the objectives of the Strategic Plan and to lay the groundwork for improved performance and public health protection, the key requirement is to achieve cultural change via Participatory Management at the Guelph WWTP. Cultural change is an evolving process whereby staff progress from being "doers" to becoming "advocates" for the better way. While apparently simple in concept the actual cultural change process frequently faces multiple institutional barriers and conventions that will slow the rate of change. All of these obstacles must be removed before staff are in a position to be independently successful. Facilitating the cultural change process necessarily requires significant amounts of tact, tenacity, patience, and a superior level of communication capability. Where effectively applied transformations in staff capability is dramatic resulting in significant staff development. This is manifested in terms of superior priority setting and problem solving skills. Inevitably significant changes occur in the way the treatment plant is managed and operated.

REPORT

Update on Status of Activities:

Between 2005 and 2008 some significant objectives of the Divisional strategic plan have been achieved. These include:

 Significant industrial loading has been removed from the sewer system.
 Previously this variable and unpredictable loading posed significant challenges to the integrity of the biological processes. Further this variable industrial loading represented a significant fraction of the overall load to the treatment plant.

- Facility automation to move to "less attended" facilities i.e., removal of the 24 hour shift requirement to allow staff to focus on value added process control related activities.
- Conversion of existing vacant FTE's to a Project Manager for delivery of the capital program and an Optimization Program Facilitator to employ developmental facilitation and work directly with Wastewater Services' staff.
- In keeping with the cultural change objectives of improved problem solving skills, a comprehensive data management program has been developed by staff supported by private sector program writing expertise. This program places data in the hands of the operations staff to enable timely enhancements to the daily process control programs in both the liquid and biosolids trains.

The formal cultural change pilot is proceeding. In November 2006 and March of 2008 briefings to SMT provided an update on the status of the activities. To date some interim results that can be associated with the cultural change approach can be reported. These results relate to achieving the requirements of the Federal Government Pollution Prevention Program. Previously it was considered that a new alternative disinfection process using U.V. radiation was required to enable the City to comply with the Federal initiative. Supported by the optimization facilitator staff completed a series of studies that developed a more effective process control program using the existing disinfection equipment that achieved the Federal standard. The cost of the U.V. equipment was estimated at \$8 million, not including O&M. This expenditure is identified for deletion from the proposed capital program. Similarly and as a result of industrial pre-treatment a recommended 2nd anaerobic digester (Digester #6) was deferred and is identified for deletion form the proposed capital program at a cost of approximately \$5 million.

Status of Current Activities to Achieving the Program Objectives and Creating an Environment where Staff can be Successful:

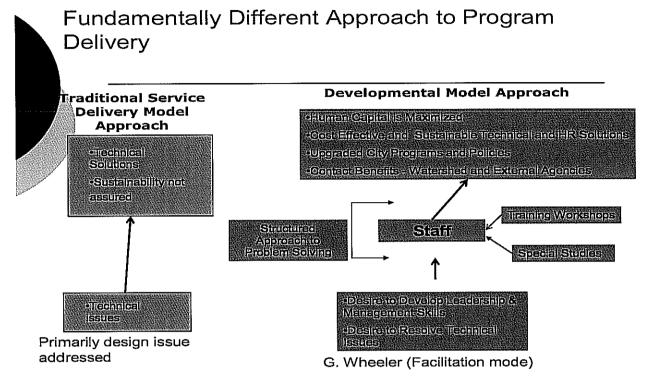
Cultural Change - A Developmental Facilitation Approach

In August 2007 a full time experienced facilitator was recruited to apply and maintain a full time focus on the cultural change and performance related objectives. Figure 1 below illustrates the approach to achieving the objectives. The path being followed to effect lasting cultural change is the Developmental Model Approach represented by the blue shaded boxes on the right hand side of the diagram. Through the approach to deriving technical solutions equal priority is applied to coaching and developing staff skills leading to self discover and eventually to derive the desired technical solution. This approach is laborious and time consuming, but once the self discovery process if fully established the pace with which other studies are identified, addressed, and resolved will significantly increase. This is a natural derivative of the approach because the staff now have a research based tool to apply, and they are confident in the outcome and more importantly in their own abilities.

By contrast the approach depicted by the green shaded boxes represent the traditional service delivery type model that might typically be provided by an external service provider whereby only the technical solution is desired with no thought or interest in how the solution was derived. A risk associated with this

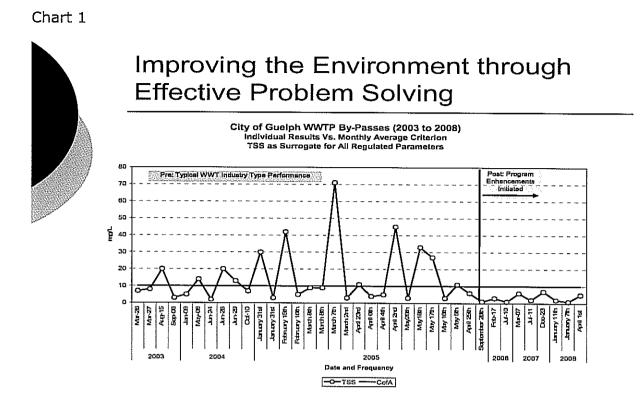
approach is that technical solutions may not be sustainable because the ownership and rationale for the solution resides with the service provider leaving limited understanding and personal investment with staff.

Figure 1.



Technical Improvements Arising from the Developmental Facilitation Approach

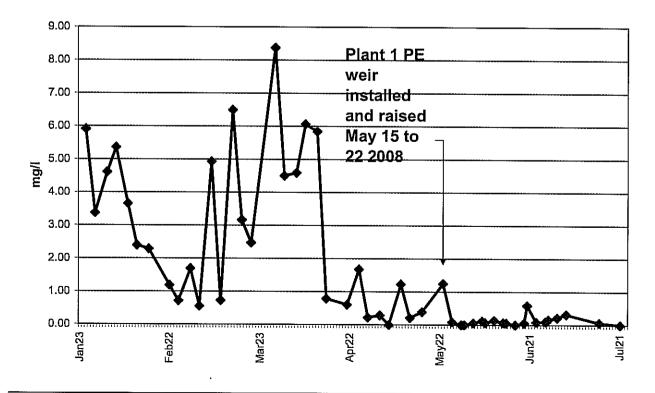
There are multiple ongoing developmental activities aimed at upgrading skills and achieving improved process control and performance. Two examples are provided below. Chart 1 represents the improvement in the management of the quality of individual bypass events. The chart covers the period of March 2003 to August 2008, and depicts the actual suspended solids for each event compared with the monthly average compliance requirement of 10 mg/L for suspended solids. Staff efforts to prioritize the management of bypass events were started in September 2005. Prior to September 2005 the chart indicates significant variability in the quality with significant peaks up to 70 mg/L. By contrast there is a dramatic improvement in quality since September 2005, where the individual concentrations comply with the monthly average standard. From a priority setting and skills development perspective it is important to note that staff achieved the improvements by more effectively managing the same existing equipment available prior to September 2005.



The facility is required to nitrify and reduce ammonia loading to the receiver. Chart 2 represents the secondary effluent ammonia concentration in Plant 1.

Chart 2

Secondary Effluent Ammonia Plant 1



Plant 1 is one of four units where nitrification is required. As with Chart 1, Chart 2 depicts a dramatic improvement in the rate of nitrification before and after May 2008. Through a facilitated flow split study, staff have developed a superior level of understanding of the hydraulic profile in Plant 1, and by implementing a minor retrofit to improve the hydraulic control in the plant, the impressive improvements in nitrification have been achieved with virtually negligible ammonia concentration. Similar efforts to achieve the same type of control and performance from the remaining plants are ongoing.

Applying the Developmental Facilitation Approach to Support Tapping the Capacity of the Existing Physical Infrastructure:

Investing in the cultural change activities describe earlier, and learning from the technical improvements depicted in Charts 1 and 2 provides an opportunity to maximize the capacity of the existing physical infrastructure. Figures 2 and 3 illustrate the performance potential of the Guelph WWTP. Figure 2 is an evaluation of the "total capacity" and Figure 3 is an evaluation of the "firm capacity". Firm capacity is defined as capacity with the one tank out of service. The capacity of each unit process is compared to the existing rated capacity of 64 MLD and the proposed Stage 2 expanded capacity of 73.3 MLD. This analysis indicates that there is a potential of deferring the Stage 2 expansion beyond 2011 to approx 2021 (depending on the rate of approved development in the interim), thereby deferring a potential \$20M (base case), and via optimization, reducing the scope of the inevitable required future upgrade.

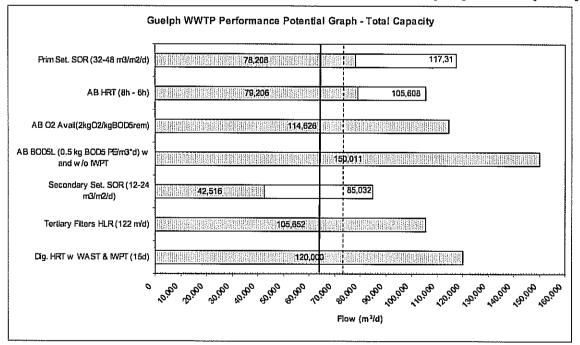
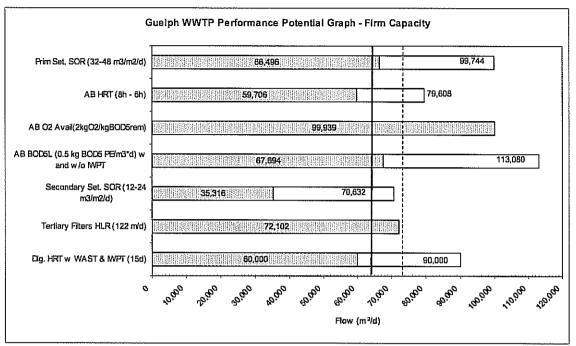


Figure 2: Guelph WWTP Performance Potential Graph (Total Capacity)

Figure 3: City of Guelph WWTP Performance Potential Graph (Firm Capacity)



Currently implementations plans to initiate a capacity demonstration are ongoing, and a tentative date of mid September 2008 has been selected for implementing the capacity demonstration. It is envisaged that the demonstration will continue until at least the end of spring 2009.

CORPORATE STRATEGIC PLAN

- Goal 1 An attractive, well-functioning and sustainable city
- Goal 5 A community-focused, responsive and accountable government
- Goal 6 A leader in conservation and resource protection/enhancement

FINANCIAL IMPLICATIONS

- Optimization has led to the opportunity to defer/delete 1 primary digester estimated at \$5 million;
- Optimization has led to the opportunity to defer/delete a UV system estimated at \$8 million;
- Potential deferral of \$20M Stage 2 Expansion via re-rating (this initiative is ongoing and the eventual results may vary).

DEPARTMENTAL CONSULTATION/CONCURRENCE

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix "A" - copy of presentation to the Minister of the Environment, the Hon. John Garretson

Prepared By:

Gerry Wheeler Optimization Program Facilitator 519-822-1260, ext. 2955 gerard.wheeler@guelph.ca

Propared By: Cameron Walsh, CET Manager, Wastewater Services 519-822-1260, ext. 2947 cameron.walsh@guelph.ca

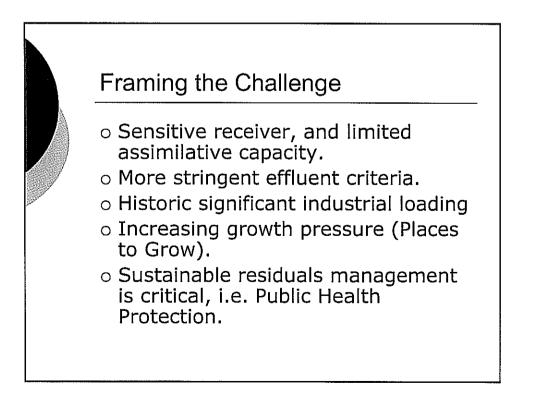
Recommended By: for: Janet L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

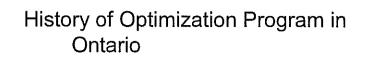
City of Guelph Environmental Services Wastewater Services Division

Presentation to Ontario Minister of the Environment

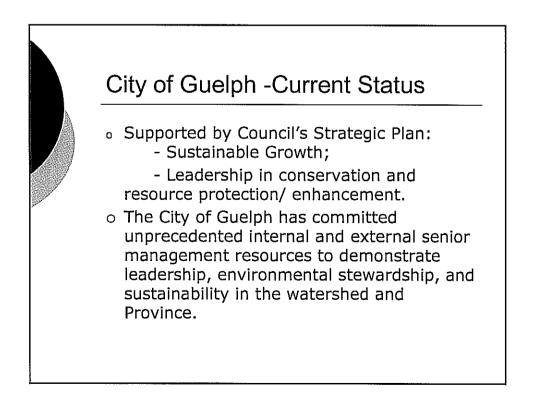
Wastewater Treatment Optimization and Capacity Demonstration

G. Wheeler, Optimization Program Facilitator Environmental Services Department Wednesday July 30th 2008

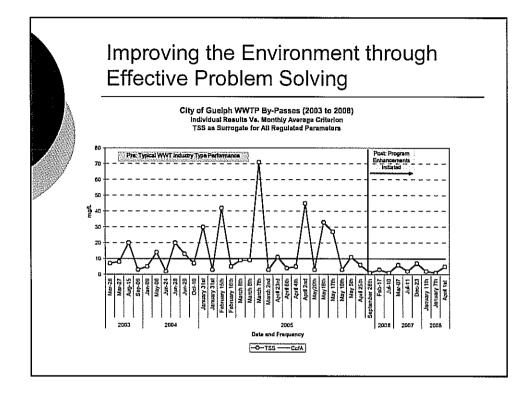


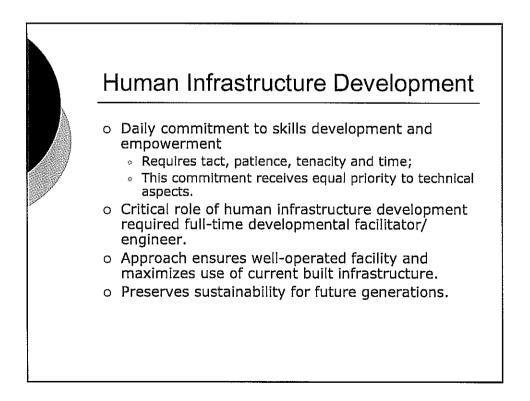


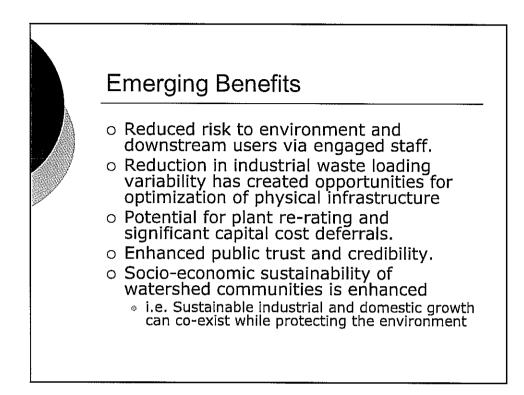
- Joint Provincial/Federal Partnership established in 1990.
- Optimization Program demonstrated significant environmental improvements and opportunity to tap latent capacity of existing capital infrastructure.
- Cut backs resulted in program cancellation in 1995.
- Informal and intermittent program implementation continued in Federal and Municipal plants in Ontario between 1995 and 2003.
- Federal Government subsequently adopted Optimization Program as National Best Practice for Sustainable Development in 2003.

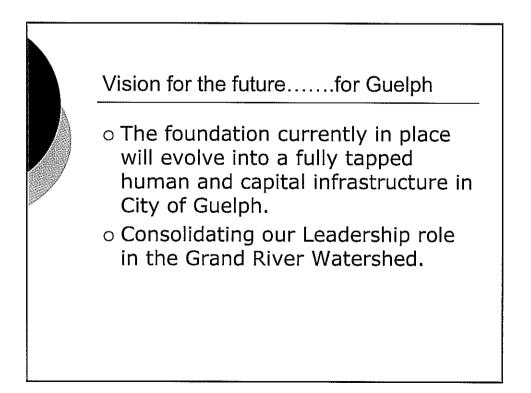


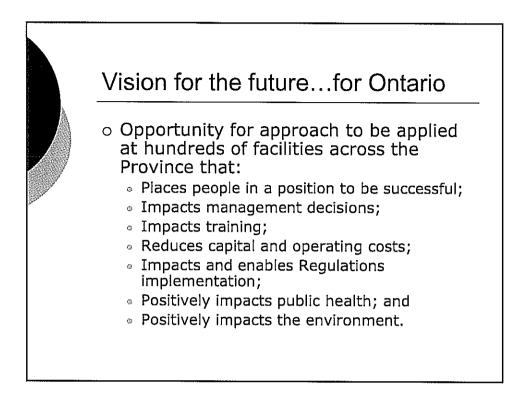
Appendix "A"

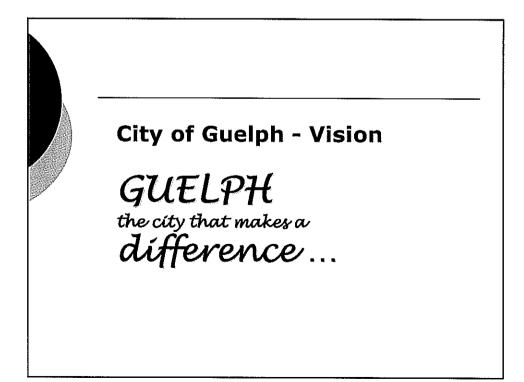












COMMITTEE REPORT



ТО	Community Design and Environmental Services
SERVICE AREA	Community Design and Development Services
DATE	September 5 th , 2008
SUBJECT	City of Guelph Draft Natural Heritage Strategy
REPORT NUMBER	08-97

RECOMMENDATION

THAT the Community Design and Development Services Report 08-97 on the Draft Natural Heritage Strategy prepared by Dougan and Associates dated July 2008, BE RECEIVED and;

THAT staff be directed to circulate the City of Guelph Draft Natural Heritage Strategy for public and stakeholder input in order to proceed with finalization of the Strategy.

BACKGROUND

The Natural Heritage Strategy consists of three phases aimed at building on Guelph's natural heritage system in order to ensure its long-term protection and enhancement in accordance with the Provincial Policy Statement (2005) and Guelph's long term vision.

The three-phased Guelph Natural Heritage Strategy is intended to facilitate this process by:

- updating the City's natural heritage mapping and data (Phase 1 and 2);
- identifying what is locally significant based on current provincial guidelines, status lists, and other available information (Phase 2);
- recommending a Natural Heritage System based on current information and defensible criteria (Phase 2); and
- developing natural heritage policies that reflect the existing conditions in the City and that are consistent with current Provincial policies.

Phase 1: Background Work

The preparation of a Citywide Natural Heritage Strategy was recommended by the City's Environmental Action Plan which was supported by Council in 2003. A Technical Steering Committee was established to guide the development of the Strategy. The Steering Committee is composed of ten members from diverse backgrounds and expertise who are knowledgeable in ecology and natural heritage planning. Two representatives from the Guelph and Wellington Development Association (GWDA) sit on the Committee.

Dougan and Associates were retained to prepare the Strategy.

Phase 1 of the Strategy involved:

- the development of an understanding of the City's existing natural heritage resources and features,
- a review of other municipal approaches to natural heritage protection,
- the establishment of working criteria for the identification of locally significant natural areas.

Public input was obtained through:

- a community survey that was conducted by mail and on the City's web site;
- a community forum that was held at the River Run Centre (65 people attended); and
- a key stakeholder workshop that was held at the Evergreen Seniors Centre (25 people attended).

Phase 1 culminated with the Phase 1 Report in March 2005, which recommended 8 working criteria for the identification of locally significant natural areas, and the recommendations for Phase 2.

In March 2005 the revised Provincial Policy Statement also came in to effect which established refined natural heritage policies.

Phase 2: Collection of Data and Analysis

The specific objectives of Phase 2 were to: (1) update and collect ecological field data for the City's terrestrial natural areas (i.e., areas outside the floodplains and wetlands) and (2) use the available background and collected field data to apply defensible criteria (initially developed during Phase 1 and refined during the course of this study) in order to develop a recommended Natural Heritage System (NHS) for the City.

For the more poorly documented natural areas within the City some field verification was necessary. Landowner contact packages were distributed explaining the Strategy and requesting permission to access specific properties. After the collection of field data, a "working draft" of the Phase 2 report was submitted by Dougan and Associates to City staff.

In September 2007 planning staff received and reviewed the working draft Phase 2 Report, which was then reviewed by the Technical Steering Committee in January 2008.

The Technical Steering Committee, in particular the Guelph and Wellington Development Association (GWDA), raised concerns regarding the draft criteria and the possible effects the criteria would have on potential development.

It also became apparent that there was a need to refine the criteria, to ensure the application of the criteria was traceable and update mapping due to the time that had passed since the initiation of the study. The City provided Dougan and Associates updated mapping and reports, including aerial photography (2006), recently completed Environmental Impact Studies and approved draft plans of subdivision.

Updated information was also obtained from the Ministry of Natural Resources (e.g., provincially significant wetlands) and the Grand River Conservation Authority (e.g., other wetlands and floodplain mapping). In addition, additional field checks were required to finalize the Ecological Land Classification, address steep slopes and more accurately reflect the requirement "to be consistent" with the 2005 Provincial Policy Statement.

REPORT

The Revised Draft Natural Heritage Strategy (July2008) is intended to provide the technical background and basis to guide the protection and, where appropriate, enhancement of natural heritage features and areas through a systems approach within an urban and urbanizing context. The results of this work (and the subsequent Phase 3, which includes policy development) will be incorporated into the Official Plan update which will occur over 2008 and 2009.

Dougan and Associates have finalized the Revised Draft Natural Heritage Strategy Report including the establishment of revised recommended criteria which are attached (Attachment 1). The natural heritage system criteria have been applied in a manner that disaggregates each criterion in order to ensure a traceable and transparent process. The recommended criteria have been mapped and are illustrated on Attachment 2 - Recommended Natural Heritage System. The Recommended Natural Heritage System defines those natural heritage features and areas that warrant permanent protection in order to meet the applicable provisions of the Provincial Policy Statement and the City's Strategic Plan.

The revised criteria are explained in Attachment 1 and form the fundamental basis for the Natural Heritage System and are composed of the following:

Primary Criteria

(Only one primary criterion needs to apply to be part of the Natural Heritage System)

- 1. Areas of Natural & Scientific Interest [ANSI]
- 2. Habitat for Provincially Threatened (THR) & Endangered (END) Species
- **3.** Areas of Primary Hydrological Significance
- **4.** Significant Woodlands
- 5. Significant Valleylands
- 6. Areas of Primary Significant Wildlife Habitat

Secondary Criteria

(Two (2) secondary criteria need to apply in order to be included in the Natural Heritage System)

7. Areas of Secondary Hydrological Significance

- 8. Landform Conservation Value
- Locally Significant Vegetation Types (Areas of Secondary Significant Wildlife Habitat)
- **10.** Habitat for Significant Species (Areas of Secondary Significant Wildlife Habitat)

Primary Criteria

11. Ecological Linkages & Supportive Functions

Ecological linkages and supportive functions implement Section 2.1.2 of the Provincial Policy Statement which requires:

The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.

Ecological Linkages / Connectivity, is considered a primary criterion in that it is recognized as a critical component of a natural heritage system (in both policy and precedent) and is applied independently to connect the identified features and areas. It is listed last because it requires identification of other recommended NHS features prior to its application.

In accordance with the PPS, proposed development adjacent to the natural heritage system and in particular the features identified in the PPS (e.g., Significant habitat of endangered and threatened species, significant woodlands, significant wetlands, significant valley lands, significant wildlife habitat and significant areas of natural and scientific interest) will be evaluated to ensure that there are no negative impacts on the natural features or their ecological functions. This analysis would be carried out at the site specific level through an Environmental Impact Assessment.

On the ground, the proposed Natural Heritage System will consist of a network of natural areas and linkages throughout the City. The ultimate goal of the Natural Heritage Strategy is to contribute to a healthy and attractive City which will also contribute to broader efforts towards an environmentally and socially sustainable community.

In August of this year the Revised Draft Natural Heritage Strategy was provided to the Community Design and Environmental Services Committee and City Council for review.

At this time staff are recommending that the Committee direct staff to obtain public input and comment on the Draft Natural Heritage Strategy Phase 2 Report. If supported by Committee, open house meetings will be arranged with stakeholders (e.g. landowners and public agencies) and the public in late September and early October of this year. Following public and stakeholder input, the Draft Natural Heritage Phase 2 Report will be finalized and brought before City Council. Phase 3 will involve the development of natural heritage policies including addressing, among other things, the natural/urban interface on the adjacent lands to natural features and areas (e.g. wildlife impacts). The mapping and policy changes will be incorporated into the official plan update and will be subject to public meetings, as required by the Planning Act.

Any development application that has been submitted and is currently in process is subject to the existing policies of the City's Official Plan, including the Natural Heritage policies now contained in the Official Plan. New development applications will not be evaluated against the revised Natural Heritage policies until they are approved by Council and adopted into the City's Official Plan.

CORPORATE STRATEGIC PLAN

A leader in conservation and resource protection/enhancement

FINANCIAL IMPLICATIONS

There is sufficient funding to complete Phase II.

DEPARTMENTAL CONSULTATION

The Natural Heritage Technical Advisory Committee, other Departments, such as Engineering and Environmental Services has been consulted as necessary.

COMMUNICATIONS

Public consultation, landowner contact and the establishment of the Technical Steering Committee has been carried out during Phases I and II of the project as discussed above. Open house(s) are proposed in the fall with the public and stakeholders.

ATTACHMENTS

Attachment 1: Revised Criteria Attachment 2: Recommended Natural Heritage \$ystem - Map Recommended By: Prepared By: Carrie Musselman Marion Plaunt Manager of Policy Planning and Urban Design Environmental Planner 519-837-5616 ext. 2426 519-837-5616 ext. 2356 marion.plaunt@guelph.ca carrie.musselman@quelph.ca L=1 Recommended By: James N. Riddell Director of Community Design and Development Services 519-837-5616 ext. 2361 jim.riddell@quelph.ca

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Attachment 1: Revised Criteria

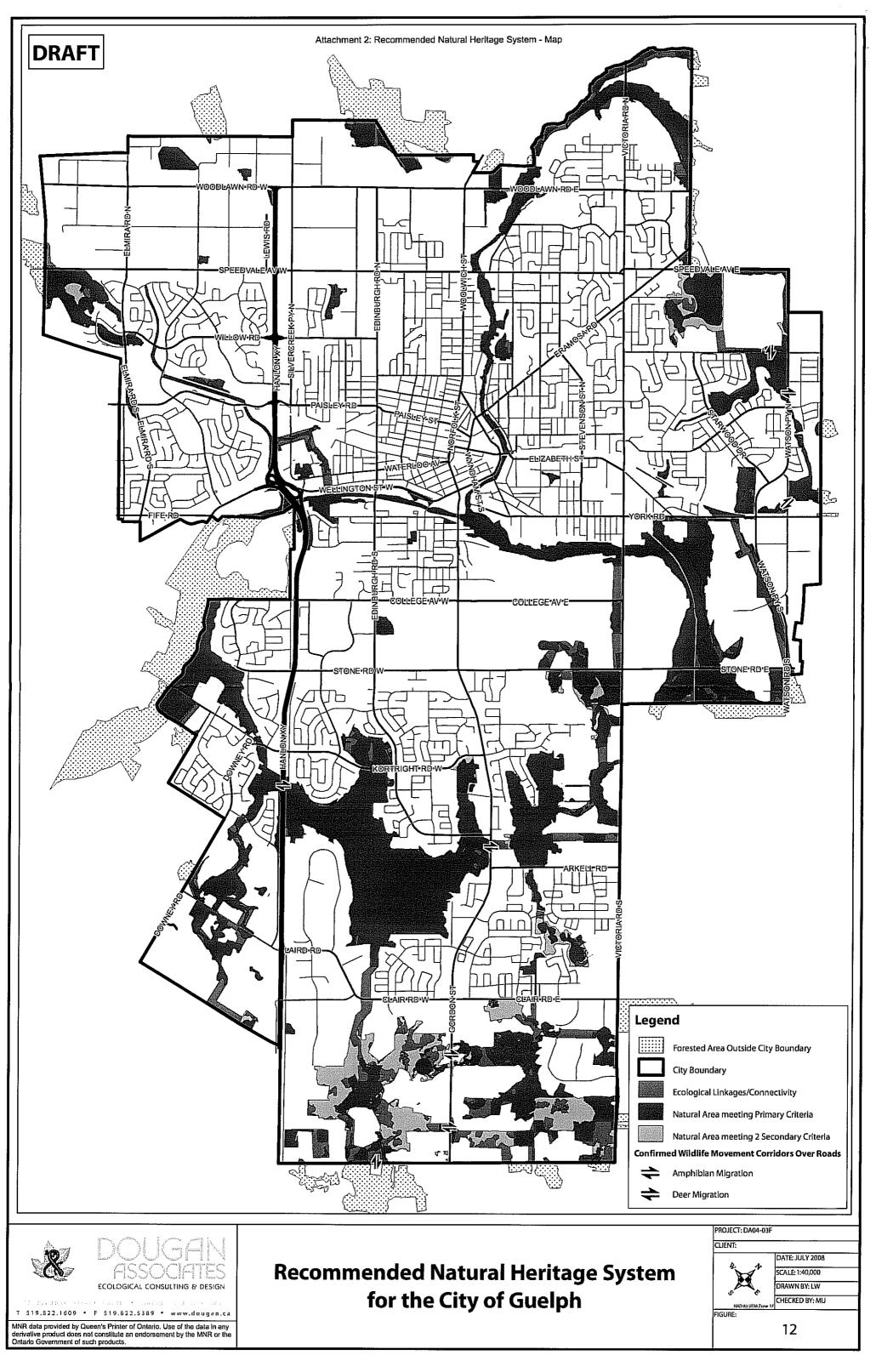
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	concentrations of natural slopes of at least 15%.	successional vegetation communities, as well as plantations.
9. Locally Significant Vegetation Types (Areas of Secondary Significant Wildlife Habitat)	- Any Ecological Land Classification (ELC) Ecosite Types considered locally rare or uncommon of at least 0.5 ha.	Identified based on information collected for this study or through other local studies. Mapped using Ecological Land Classification (ELC) Community Series mapping.
10. Habitat for Significant Species (Areas of Secondary Significant Wildlife Habitat)	 Waterfowl overwintering areas Ecological Land Classification (ELC) areas containing Provincially Significant Species and/or Locally Significant Species. 	Waterfowl overwintering areas mapping obtained from Ontario Ministry of Natural Resources (OMNR). Species data collected from Committee on the Status of Endangered Wildlife in Canada (COSEWIC), Committee on the Status of Species at Risk in Ontario (COSSARO), Ontario Ministry of Natural Resources (OMNR) Natural Heritage Information Centre (NHIC), Significant Plant list and Significant Wildlife list for Wellington County.
Primary Criterion*	Measure(s)	Comments
11. Ecological Linkages & Supportive Functions	 Linkages between natural areas within the NHS of at least 50 m wide but ideally closer to 100m wide Linkages between the NHS and forested areas just outside the City's boundary of at least 50 m but ideally closer to 100m wide Any undeveloped open space in the City providing connectivity between natural areas within the NHS Confirmed deer and 	 Using ELC mapping and wildlife field data completed for this study. The target ratio of width to length for linkages of 1:2 Portions of linkages requiring restoration to meet the target width (i.e., 100m) are identified and can include any natural areas (including plantations and hedgerows) or agricultural lands. Previous Greenlands mapping, City open space and parks mapping, and linkages identified in

* Criterion 11 – Ecological Linkages / Connectivity, is considered a primary criterion in that it is recognized as a critical component of a natural heritage system (in both policy and precedent) and is applied independently, however it is listed last because it requires identification of other recommended NHS features prior to its application.



COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee	
SERVICE AREA DATE	Environmental Services September 5, 2008	
SUBJECT	Selection of the Design-Build-Operate (DBO) Model for the Construction and Operation of a Facility to Process	
REPORT NUMBER	Organic Waste.	

RECOMMENDATION

"THAT the Design-Build (DB) option be eliminated from further consideration with respect to Request for Proposal #06-060, entitled "For the Design-Build-Operation of a Facility to Process Organic Waste"."

BACKGROUND

The Request for Proposal to construct a new Organic Waste Processing Facility at 110 Dunlop Drive (RFP #08-060) was released on June 6, 2008. The closing date for the City to receive responses to this RFP is September 26, 2008. Eleven (11) potential proponents were prequalified to respond to the RFP through the previous Prequalification bid process.

Although the RFP invited proposals for designing, building and operating a facility to process organic waste, the City reserved the right to select a proponent for the purpose of either: designing, building and operating (DBO) the facility, or designing and building (DB) the facility only. This left the option open for the City to choose to operate and maintain the facility on its own.

REPORT

Staff have been engaged for several months in the RFP process, ensuring the integrity of the process by engaging both legal and technical consultants, as well as engaging the services of a Fairness Monitor who provides process oversight to ensure that all prequalified proponents are treated equally on the basis of an open, fair and transparent process.

One task staff undertook was to explore the pros and cons of operating the future organic waste processing plant with City staff versus entering into an operating agreement with the successful proponent. To ensure the integrity of the process, it

is recommended that the decision regarding the operation of the facility is finalized by Council prior to the closure date for the RFP (i.e. September 26, 2008).

To provide fulsome advice to Council on this decision, staff engaged both technical and legal consultants to provide information and advice. Our technical consultant (CH2MHill) was requested to:

- Provide an overview of various procurement models, including Design-Build (DB) and Design-Build-Operate (DBO);
- Conduct a summary of current practices by other Canadian municipalities who have initiated large-scale organic diversion programs; and
- Prepare a summary of advantages and disadvantages of the Design-Build-Operate Service model.

A technical memorandum provided by CH2MHill is attached and concludes (Appendix A – page 6):

"In light of these factors, CH2MHILL recommends that the City of Guelph strongly consider a DBO approach for this project. This model will allow the City to better manage their risk, and take advantage of the considerable existing experience and expertise that resides in the private sector, while still maintaining control over the project through ownership and the setting of performance standards."

In addition, the legal firm of Aird & Berlis has provided an opinion (refer to Appendix B) on this issue, concluding:

"Given the potentially significant benefits that can accrue to the municipality in outsourcing the operations and maintenance of the facility to a qualified operator, we recommend that the City pursue the DBO model for the facility."

The City's goals are to maximize the diversion of organic waste from disposal for beneficial reuse, while ensuring compliance with all environmental regulations and legislation, including in particular the control of odour from a facility that processes odourous material. The two factors that require the greatest consideration to ensure the achievement of our goals are:

- 1. Selecting the best technology available; and
- Ensuring that the facility is staffed by trained and skilled operators and supervisors who have years of experience operating the selected technology, and that in-house staff have the required expertise to provide effective oversight.

The RFP specifies that if the City enters into an operating agreement with the successful proponent, the operating agreement will have a 5-year term, after which the City could chose to take over the operation of the facility, or alternatively, the operating agreement may be renewed or extended by the City for up to two additional consecutive periods of five years each.

Staff recommend that the design-build-operate model be selected for this process and that the design-build only option be eliminated from further consideration.

CORPORATE STRATEGIC PLAN

- 6.4 Less waste per capita than any comparable Canadian city.
- 6.2 Less total greenhouse gas emissions for the City as a whole compared to the current global average.

FINANCIAL IMPLICATIONS

The proposals, which will be received by the City in response to the RFP, will include a summary of cost for designing, building and operating the facility.

DEPARTMENTAL CONSULTATION

Finance Department – Procurement and Risk Management Services Corporate Services Department – Legal Services Human Resources Department – Employer/Employee Relations

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix "A" - Technical memorandum from CH2M Hill Appendix "B" - Memorandum from Aird & Berlis

Recommended By: Janet L Laird, Ph.D. Director of Environmental Services (519) 822-1260, ext. 2237 janet.laird@guelph.ca

Organics Processing Facility Procurement Approaches

PREPARED FOR:	Dean Wyman, City of Guelph
PREPARED BY:	CH2M HILL
COPIES:	File
DATE:	August 20, 2008
VERSION:	FINAL
PROJECT NUMBER:	363492.A2.01

1 Introduction

The City of Guelph is in the process of seeking proposals from the private sector for the redevelopment of the City's organics processing capacity following the closure of their existing composting facility in 2006.

As part of the overall project, a Request for Pre-qualifications (RFQ) was issued in May of this year to solicit and assess interest in the project. In the RFQ, Proponents were asked to submit their interest in one or both of two specific scopes of work: return of the existing facility to service through retrofits, or redevelop the facility from the ground up.

Fourteen submissions were received in response to the City's RFQ. These were reviewed during August and September of 2007 by personnel from both the City and CH2M HILL. During the review process, it was determined by the City that redevelopment of the facility (i.e. Statement of Work #2) was the preferred option and would be pursued. A Request for Proposals (RFP) was subsequently developed and Proposals will be received and evaluated during the Fall of 2008.

Prior to it closing in 2006, the City was responsible for operation of the original composting facility. However, the redevelopment of the facility has provided the City with an opportunity to reassess how organic waste processing services are delivered. Thus, as part of the RFQ and RFP process, the City has been evaluating the various options for procuring and operating the facility.

At the request of the City, CH2M HILL has prepared this summary of procurement approaches that are appropriate in the circumstances.

2 Procurement Approaches

A range of procurement and service delivery models are available to Guelph. Each has its own attributes which are generally related to Owner involvement, allocation of risks and

responsibilities, scheduling and schedule certainty, potential value for money, and procurement complexity and cost.

The most common models for procuring the infrastructure for a project of this nature include:

- Design-Bid-Build
- Time and Materials
- Design Build
- Alliancing

While these models are normally used when the resulting facility or infrastructure will be operated by the municipality, they are equally applicable to situations where operations will be outsourced to the private sector. Where outsourcing of operations is being considered, it is also possible to use a "design-build-operate" procurement model.

Each of the procurement models are discussed in more detail in the following sections.

2.1 Design-Bid-Build (DBB)

A typical DBB project would involve the Owner providing a final design and then requesting bids from contractors to implement the design and construct the infrastructure according to the specifications established by the Owner. Typically, the Contractor would be paid monthly progress payments. This type of delivery model is the most common form for the delivery of infrastructure.

Typically, design is completed before tendering the construction contract. This sequencing can lead to longer overall delivery schedules than other delivery models. Roles under this model are clearly defined. Potential contractors do not have input into the design, which can contribute to constructability issues. Typically the low bid for construction is accepted. Claims during construction are common and the requirement for some redesign during construction exists. Accountability for the successful operation of the built product typically rests with the Designer.

2.2 Time and Materials

A time and materials, or day labour type contract is where contractors competitively bid task items based on unit prices. The total quantity is not provided at the time of bid. After awarding the contract, the agency will issue individual work orders as services are needed at specific locations.

This form of contract is used when flexibility is required and provides for rapid initiation of work. These contracts contain uncertainty for contractors associated with the ultimate value of work.

Day labour can also be used for elements of work that may either need to be commenced on short notice without a lengthy procurement process, or for activities where the Owner wants complete control of schedule and risks. Under this approach, the Owner, or Owner's construction manager, would hire contractors and equipment to perform specific tasks on a daily rate basis with no fixed contract period or scope of work.

While this model has construction schedule benefits, the model is typically not the most cost effective for prolonged work. This form makes resource planning for contractors difficult and

may not attract the greatest level of competitive interest. Accountability for the successful operation of the finished product typically rests with the Designer.

2.3 Design-Build (DB)

Under a DB structure, the Owner would enter into a single fixed price contract with a Design/Build Entity. The Entity would have the responsibility of designing and building the Project which meets Owner-prescribed performance standards and would typically subcontract where necessary to acquire capability and expertise. The Owner would then pay the Design/Build Entity based on certain construction milestones being achieved.

Under this model the Owners receive a facility with assured performance characteristics, but tend to have less control over the design. The Design/Build Entity is responsible for the performance, so the Owner is able to transfer the design risk. Contractors have input during the design process.

Design build contracts tend to transfer more risk to the Design/Build Entity than in a traditional DBB procurement approach. This cost of this risk transfer can be outweighed by the value gained in efficiencies, innovative delivery, or certainty of cost and schedule. Scheduling can benefit as design and construction can be concurrent. This type of procurement model has become more common particularly on larger complex projects.

2.4 Alliance Contracting

The Alliance model is cooperative in nature and requires that the Owner and the Contractor work in partnership to prepare a mutually agreed-to target price. This form of model is non-traditional but can generate significant savings on projects where transferring risk may be costly. Once established, the Contractor and the Owner both share overrun costs and savings. It also allows the Owner and the Contractor to move beyond delivering the work in a completely sequential fashion (e.g. design, tender, construct), provides the incentive to cooperate, mitigates the incentive to claim, and allows work to be initiated in advance of waiting for final design and costs. In an alliance model, risks and associated incentives are allocated to parties best able to manage them. This phased approach allows construction work to follow closely behind the design process.

This approach originated in the early 1990's for development of the North Sea oil and gas fields in an effort to manage inherent cost and schedule risks. By aligning incentives, significant cost and schedule savings were realized. Similar successes have been realized in the UK and Australia.

2.5 Design-Build-Operate (DBO)

The design-build-operate approach has become more common over the past ten years for the development and delivery of public infrastructure which entails an operational component services. In a DBO approach, a long-term "partnership" exists between the public body and the Contractor whereby the latter builds the necessary infrastructure and subsequently operates it to deliver the service. DBO contracts are typically performance based and have terms of 10 to 20 years or longer. The public partner normally retains control over the project through ultimate Ownership of the asset. The initial capital cost of the infrastructure can be paid for by the public body "up front" during the construction process (as would be done in a DBB model), or the capital can be amortized and paid for over the term of the DBO agreement.

The DBO approach involves shared risks, benefits, decision making and responsibilities. The consideration or provision of financing is sometimes incorporated into the contract arrangement, resulting in what is known as a design-build-finance-operate (DBFO) model.

One of the main drivers for considering a DBO model for infrastructure procurement is that it encourages contractors to optimize the tradeoffs between initial construction costs and longerterm maintenance and rehabilitation costs, since they are responsible for both. For the public body, a DBO model can be used to reduce the amount of capital needed at the beginning of a project by spreading payments over a longer period of time. However, it is critical that agreement concerning useful asset life at hand-back be prenegotiated.

3 Summary of Ontario Experience

Historically, residential solid waste management services in Canada were limited to garbage collection and landfill disposal. Collection services were provided either by municipalities directly, or by contractors retained by municipalities through a tendering process. Disposal facilities tended to be owned by municipalities, although privately-owned facilities became more common over the past twenty years.

With the advent of recycling and organics diversion programs over the past ten to fifteen years, delivery of residential solid waste services has become more complex and technically challenging. This has driven some municipalities to consider alternate means of service delivery. This is particularly true of organics diversion programs.

Currently, there is a mix of delivery methods being used for organic diversion programs in Ontario. A summary of major organics programs in Ontario and across Canada, and their ownership/operating approach, is provided in Exhibit 1.

4 Conclusions

There are several procurement options available to the City of Guelph as it moves forward with the redevelopment of the organics processing facility. One of the key decisions that will determine the choice of procurement model will be whether the City opts to operate the facility itself or engage a private sector operator.

There are several factors specific to Guelph that affect the choice of operator:

- Existing operational and management staff at the City of Guelph have little to no experience with the operation of a centralized organics facility.
- The availability of operators and supervisors with experience in organics processing is limited due to the number of facilities that have recently been built/expanded in Ontario, or are planned for construction.
- Enforcement action has previously been taken by Ontario's Ministry of the Environment against the City of Guelph with respect to the previous composting operation.
- Performance criteria for odour controls at any new processing facility are expected to be very stringent.
- Residents adjacent to the location of the new organics processing facility have high expectations.

EXHIBIT 1

Summary of Major Organics Diversion Program Approaches in Ontario

Municipality	Program	Approach
Toronto, ON	SSO	Existing City-owned anaerobic digestion facility developed through DBO process.
		City also outsources processing of additional SSO tonnage to private sector through "merchant capacity" contracts.
Dufferin County	SSO	60,000 tpy Processing facility currently being developed though a DBO approach in partnership with York Region.
Niagara Region	SSO	Existing processing capacity provided by privately owned/operated facility, and a publicly owned/privately operated facility. In 2007, Niagara proposed to develop a new facility using a DBO approach.
Region of Peel	SSO	Publicly operated facility developed through a DB approach.
Region of York	SSO	DBO approach with facility located near London, Ontario
Region of Halton	Yard Waste	Publicly owned and operated windrow processing facility.
London, ON	SSO	Privately owned and operated processing facility.
Hamilton, ON	SSO	Publicly owned facility developed through a DBO process.
Region of Durham	SSO	Publicly owned facility developed through a DBO process.
Prince Edward Island	SSO	Publicly owned facility developed through a DBO process.
Halifax, NS	SSO	Two facilities serve the region on a DBO basis.
Calgary, AB	SSO	Diversion program proposed in 2006 was based on DBO approach.
Red Deer, AB	Yard Waste	Facility is owned by City. Management & operations are outsourced as part of collection contract.
Edmonton, AB	Mixed MSW	Facility was originally developed through a DBO process. City subsequently purchased facility, and contracts out management and operation.
Kelowna, AB	Facility #1: Yard and Waste	Yard waste site is owned and operated by City staff.
	Facility #2: Biosolids	Biosolids site is owned and supervised by City staff. Front-line staff are contracted.
Vancouver, AB	Yard Waste	Facility is owned and operated by City staff.

In light of these factors, CH2M HILL recommends that the City of Guelph strongly consider a DBO approach for this project. This model will allow the City to better manage their risk, and take advantage of the considerable existing experience and expertise that resides in the private sector, while still maintaining control over the project through ownership and the setting of performance standards.

A further summary of advantages and disadvantages of the DBO service delivery model is provided in the Exhibit 2.

EXHIBIT 2

Advantages and Disadvantages of DBO Service Delivery Approach

Advantages	Disadvantages
 Risk is transferred from public body to managing team 	 Perceived reduction in control over project and project outcome
 Promotes fast-track project execution and completion 	 Deviation from traditional project approach may make some Owners uncomfortable
 Affords a single point of accountability for project control and outcome Facilitates communication between designers, constructors, and operators which reduces teammember conflict and helps avoid major project repairs and change orders Requires less staff commitment to project management by public body, if executed effectively Offers potential for optimized investment as team members are able to collaborate and incorporate innovate designs and best practices Potentially reduces overall staff hours spent on a project Offers access to additional creative financing options and tools (private and blended capital; debt and equity) Allows private sector partner to make decisions based on project benefits, without the constraints that public sector decision makers are sometimes subjected to Private sector partner often willing to use 	 make some Owners uncomfortable Wide variance in characteristics and requirements of each individual procurement—no "cookie cutter" procurement approach May not be the best option if price is Owner's principal concern Perception that there is a risk of failure that could result in the project ending up in the public sector's "lap" Public sector needs to choose experienced and capable private sector partner and to let them take reasonable risks that public sector might not want to take on alone Value of asset at hand-back needs to be protected
technologies not familiar to public sector partner, bringing performance and cost saving enhancements to the project	
 Provides certainty of costs over duration of contract term 	

Aird & Berlis LLP

Barristers and Solicitors

MEMORANDUM

- TO: Janet Laird, Dean Wyman
- c. Lois Payne

FROM: Denis Chamberland

DATE: August 18, 2008

RE: Design-Build or Design-Build-Operate?

In early June 2008, the City of Guelph issued a request for proposals (RFP) in respect of an organic waste processing facility. The RFP's proposal submission deadline is September 26, 2008. While the RFP asks proponents to bid as though the successful proponent will design, build and operate (DBO) the facility, the RFP expressly reserves the right of the City to choose a proponent that will design and build (DB), but not operate and maintain the facility. We understand that the City's staff has been weighing the perceived benefits and perceived drawbacks in potentially outsourcing, or contracting out, the operations and maintenance of the facility.

As requested by the City, we set out below some brief observations on the workings of some of the main business and legal issues arising in outsourcing arrangements, based on our experience in drafting and negotiating outsourcing agreements in a wide range of sectors, including solid waste collection, water & wastewater operations and maintenance, human resources, property management, and information technology. While such sectors are, in substance, different from each other, the fundamental factors that make long-term contractual arrangements successful apply equally to all sectors of activity. Note that this memorandum does not attempt to anticipate or review all of the perceived benefits and drawbacks associated with outsourcing or all of the issues that normally arise while negotiating an outsourcing/operating agreement. We also do not comment on the political considerations, including but not related to, the labour relations issues that may inform whether or not to contract out.

Some of the perceived benefits of outsourcing include the following:

<u>Cost savings</u> – Cost reduction is often a benefit of contracting out the operations of a business function to an outside operator. In most outsourcings, the operator is able to cut costs because it is a specialist in its business and it can leverage economies of scale. The operator typically provides a superior package of resources, such as core competencies, leading edge technology, state of the art equipment, experienced management and well-trained, motivated personnel. Because of the way the operator applies those resources, it can typically be more efficient in providing the services than the customers it serves.

In addition, in the context of a design-build project, where the contractor is also the operator, the incentive to build as inexpensively as possible is significantly reduced since the operator will be responsible to assume the maintenance costs during the operating phase. In that sense, the DBO model optimizes the balancing of the construction and longer-term maintenance and rehabilitation costs, contributing to an overall lower lifecycle costs for the facility.

<u>Improved performance</u> – As noted above, the operator is an expert because it works with other customers and because it has invested considerable financial resources to make itself an expert in the field. And because its survival and profitability depend on superior performance in a narrow business

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scope, the operator is motivated to achieve optimal performance. To ensure the operator's performance, however, it is critical that performance be measurable and measured throughout the term of the operating agreement. This means that the services to be provided need to be extensively described in the operating agreement and service levels established to measure the operator's performance. In addition, to motivate the operator to perform at the expected level on a consistent basis, the operating agreement will include detailed financial consequences - commonly referred to as liquidated damages - in circumstances where the operator fails to meet the service levels described in the operating agreement. A formula is also normally set out in the agreement where a pre-defined number of failures to meet the service levels trigger the right of the municipality to terminate the operating agreement. It is a critical success factor that all of the mechanisms that are intended to incent the operator to perform be negotiated upfront, before the operating agreement is executed, and described extensively in the agreement. The expertise that the operator brings to the municipality together with the overall legal framework is what drives a stronger focus on customer service than the same services being provided in-house. Note that a robust legal document is fundamental, but is not the only requirement to achieving success in the contracting out of the operations and maintenance responsibilities. We touch on those other fundamentals below.

Contracting out can also contribute to improved performance by freeing the municipality's management (and elected body) to focus on results and ensuring that value is achieved, rather than being drawn into issues relating to the day-to-day operations of the facility. The DBO model can allow the municipality to be more strategic and less focused on shorter-term considerations that are important but less likely to contribute to the overall success of the operations.

<u>Shifting of risks to operator</u> – Although the outsourcing of the operations and maintenance of the facility will not provide the municipality with immunity from environmental prosecution, the DBO model leads to a shifting of some important risks. The risk of performance in providing the services shifts entirely to the operator, which must perform in accordance with prescribed standards. Despite the shifting of the operational/performance risks to the operator, it is critical that the municipality retain in-house the expertise required to adequately manage the relationship with the operator, in accordance with the terms of the operating agreement. This could be important to the municipality in the event of any environmental prosecution.

There is also a shifting of the maintenance risks. Depending on the specific terms of the operating agreement, this can result in the shifting of a number of risks, including some unexpected future maintenance costs, the cost of refreshing machinery and/or technology, and the costs of repairing physical damage to the facility.

<u>Better access to leading technologies/methodologies</u> – As was noted above, part of the benefit that an operator typically brings to the equation is its superior expertise, its commitment to innovate and to keep the facility on the cusp of developments in the field. In the area of organic waste processing, in particular, there are many technological and environmental requirements that a specialist operator is much more likely to possess than a municipality, which would typically need to dedicate considerable resources to develop and maintain the expertise in-house.

To ensure that developments in the marketplace become available to the municipality, the operating agreement should include specific provisions that require the operator to routinely suggest or propose ideas for continuous improvement. Although this should be recorded in the operating agreement, the municipality and the operator should recognize upfront that a long-term contract for services is one that is relationship-based. The municipality is not purchasing a commodity, but a service, an important difference that highlights the human dimension of the arrangement.

As such, another fundamental success factor in long-term contracts for services is the governance structure that is put in place to manage the relationship (the human factor). Although attempting to micro-manage the operator at every turn is not advisable in an outsourcing, a totally free hand is not the

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solution either. Extensive experience and formal studies have shown that how the relationship is managed between the parties is often the single-most important determinant of success in long-term contractual arrangements. Regularly scheduled monthly, quarterly and annual meetings involving different levels of management participation deal with what is often considered the 'soft' aspect of the arrangement, but this typically has a large influence on the satisfaction level of the municipality.

Some of the main perceived drawbacks to outsourcing include the following:

Loss of control – With outsourcing, there is often a perception of a loss in control over the facility and the outcomes. The reality is that control is not lost in an outsourcing relationship. It is the means of control that is changed. In an operations and maintenance outsourcing, the operator controls the day-to-day **process** of providing the services, but the municipality retains the ability to define the **results** and hold the operator accountable for them. Where the operating agreement is structured properly, the expectations of both parties are clear during the term of the agreement, and the right governance structure is put in place, the operator's control over the process will normally generate value for the municipality.

In addition, to the extent that unanticipated events occur during the term of the relationship, the operating agreement should include a comprehensive 'change order' provision that allows the parties to propose substantial changes to the terms of the operating agreement, including to the way the services are being provided. Such a change-order provision simply recognizes that change is inevitable in a long-term contractual relationship, and that what is most important is to have available the appropriate contractual framework in place to accommodate orderly, deliberate change.

<u>Poor performance</u> – There are many reasons that can cause poor performance by an operator. Two that have been extensively documented focus on circumstances where there is a breakdown in the trust between the operator and the municipality, or where the operator is not meeting its profit targets. With respect to the former, the governance structure noted earlier is instrumental in helping to make sure that the parties stay 'in synch' and avoid developing the kind of mistrust that undermines the success of long-term relationships. With respect to the latter, although the municipality should make every effort to optimize the value it receives from the operator, it also needs to appreciate that if the operator's profit margin is put at risk by the municipality's initiatives, the relationship, and therefore the services, will also be put at risk.

<u>Status of assets at termination</u> – A significant concern and source of friction in long-term services agreements is the treatment of the assets at termination. Because expiration or termination of the operating agreement is distant in time when the arrangement is negotiated at the outset, the details of the separation are often not addressed, particularly when there is so much to do to get the relationship underway.

It is critical that the operating agreement deal comprehensively with the treatment of all aspects of the facility at the exit, when the incentives between the parties are no longer aligned. The operating agreement should deal with the status of the facility and every aspect of the transition of the services back in-house or to an in-coming operator. Failure to negotiate these questions before contract execution will inevitably lead to tears on the part of the municipality.

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Concluding Remarks

There are many factors that bear on whether the municipality should outsource the operations and maintenance of the facility, including such factors as price and perception. Some of the main factors to a successful outsourcing include (i) tightly defining the scope of the services to be provided by the operator at the very start, (ii) setting realistic expectations between the parties from the start and working to stay connected during the term through the use of a well-considered governance structure, and (iii) having in place a robust legal agreement that includes the appropriate mechanisms that will support the development of a successful long-term arrangement.

Given the potentially significant benefits that can accrue to the municipality in outsourcing the operations and maintenance of the facility to a qualified operator, we recommend that the City pursue the DBO model for the facility. Provided that the three factors noted above, and others, are correctly implemented, the chances of achieving long-term success will improve considerably.

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee	
SERVICE AREA DATE	Environmental Services September 5, 2008	
SUBJECT	Solid Waste Management Master Plan Steering Committee: Final Report and Recommendations	
REPORT NUMBER		

RECOMMENDATION

"THAT Council adopts the recommendations contained in the final report of the Solid Waste Management Master Plan Steering Committee;

AND THAT staff bring individual projects to Council for approval through the annual budget approval process;

AND THAT staff report quarterly on the implementation of the Solid Waste Management Master Plan;

AND THAT Council extend their appreciation to the members of the Waste Management Master Plan Steering Committee for their efforts and dedication over the past year."

BACKGROUND

In 2007, Council adopted their Strategic Plan, which included Goal 6, to be:

"A leader in conservation and resource protection/enhancement",

and Strategic Objective 6.4, to generate:

"Less waste per capita than any comparable Canadian city".

In 2007, Council also developed their Priority Work Plan for 2008 and ranked the development of a Solid Waste Management Master Plan as one of their top 10 priority projects (#7).

In 2006, staff obtained funding from the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) to prepare a Solid Waste Management Master Plan.

In March 2007, following a public call for committee members, Council appointed citizens and Council representatives to the Solid Waste Management Master Plan (SWMMP) Steering Committee and adopted the Terms of Reference for the Steering Committee.

REPORT

The SWMMP Steering Committee held 11 meetings over the last year, working with the assistance of staff and consultants, to complete a Solid Waste Management Master Plan. The Steering Committee obtained significant public/community input by hosting two (2) public open house meetings, conducting Open House exit surveys, and conducting a statistically-accurate random telephone survey of our community.

The Steering Committee initiated the process by developing "*Guiding Goals and Principles*" (see Appendix, Page 3 of the Master Plan). In addition, the Committee developed a "*Waste Stewardship Covenant - A pact between the City and the people of Guelph*" (see page 1 of the Master Plan), designed to be signed by our citizens as we promote and communicate the Plan through out the community. The Covenant envisions an integrated planning approach to managing solid waste generated in all three sectors of the City, i.e. by residents, businesses and institutions, including City facilities. The expectation is that the Covenant will lead to the creation of partnerships between all three sectors and the implementation of successful management practices and programs.

Throughout the process, the Committee ensured that other on-going or completed planning processes within the City were considered, including our *Local Growth Management Strategy* and the Provincial *Places to Grow* initiative.

On August 13, 2008, the Steering Committee officially completed the SWMMP and recommended to staff that it be forwarded to Council for approval and implementation. The Master Plan sets a path to achieve new waste minimization, diversion and disposal targets, identifies both short-term and long-term programs designed to achieve the targets, and provides an estimate of the extent that each component moves the City along the path to achieving the overall goals.

Please find attached the Solid Waste Management Master Plan. In addition, there are 19 Appendices (not attached – see Table of Contents in the Master Plan for a complete list of Appendices). The full report will be available to the community on compact disk through the office of the Director of Environmental Services.

The Conclusions and Recommendations in the Master Plan address the following (see page 29-32):

- Waste minimization programs, including a zero waste philosophy;
- Phased waste diversion programs to achieve the following targets:
 - o 55% diversion by 2011;
 - o 65% diversion by 2016;

- o 70% diversion by 2021;
- Multi-Residential recycling programs;
- Development of a Re-Use Centre;
- Open space and special event waste minimization;
- Promotion and advertising requirements;
- Residential Construction & Demolition waste management;
- Industrial, Institutional and Commercial waste management;
- High Performance recycling;
- Waste disposal strategy for next 25-years.

In addition to predicting the impact of implementing the Master Plan on the quantity of waste reduced or diverted from disposal, the Steering Committee used the Integrated Waste Management Model (IWM) to predict the environmental impact of the recommended programs compared to the environmental impact of our current programs using a life-cycle analysis approach. As shown on pages 27-28 of the Master Plan, the model indicates that the new programs will save the equivalent electricity required to power 954,241 homes per year, compared to the status quo of our current programs which save the equivalent electricity required to power 196,931 homes per year though our current programs.

Staff are developing a Solid Waste Management Leadership program, drawing on representatives from all City Departments to ensure that the Master Plan is implemented throughout City facilities.

CORPORATE STRATEGIC PLAN

- 6.4 Less waste per capita than any comparable Canadian city.
- 6.2 Less total greenhouse gas emissions for the City as a whole compared to the current global average.

FINANCIAL IMPLICATIONS

The approved 2008 – 2017 Solid Waste Resources Capital Budget and Forecast includes funds to accomplish many of the major capital and infrastructure projects that are recommended by the Waste Management Master Plan Steering Committee. Funding is identified to construct a new Public Drop-off Facility and an Industrial Recycling and Reuse Centre, to upgrade the equipment and infrastructure in the Material Recovery Facility (MRF), to construct a new Organics Processing Facility, to implement the preferred alternative disposal option as well as additional funds to implement other programs that Council approves as they are brought forward by staff.

In total, in excess of \$22 million has been identified in the current 10-year budget forecast for implementation of the 25-year plan. Additional resource requirements (e.g. increased promotion, staff resources) are identified in the Master Plan and will be brought forward as appropriate for Council's consideration during the annual budget process.

DEPARTMENTAL CONSULTATION

Information Services – Corporate Communications

COMMUNICATIONS

Extensive communication to the community through Public Open Houses and a community survey.

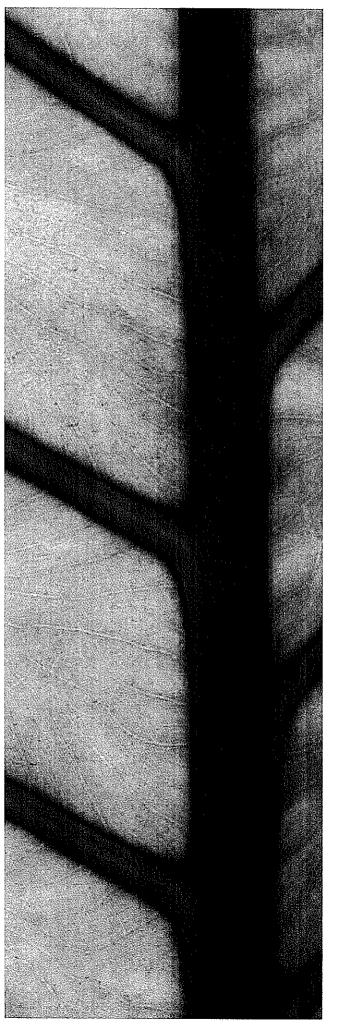
ATTACHMENTS

Solid Waste Management Master Plan prepared by the Solid Waste Management Master Plan Steering Committee.

Prepared Bv

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Récommended By: Janet L Laird, Ph.D. Director of Environmental Services (519) 822-1260, ext. 2237 janet.laird@guelph.ca



Solid Waste Management Master Plan

August 2008



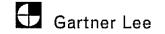
City of Guelph – Solid Waste Management Master Plan

Prepared for City of Guelph

August 2008

Reference: GLL 61198

Distribution: 3 City of Guelph 1 Gartner Lee Limited



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Appendices

- A. City of Guelph Solid Waste Management Master Plan Public Consultation Record
 - A1. Steering Committee Formation: City of Guelph Solid Waste Management Master Plan
 - A2. City of Guelph Solid Waste Management Master Plan: Steering Committee Terms of Reference
 - A2-1. Guiding Principles for Public Involvement
 - A3. Steering Committee Meeting Minutes
 - A4. Solid Waste Management Plan Open House Material
 - A5. Public Open House #1 Exit Survey
 - A6. Solid Waste Management Master Plan Open House Feedback Summary
 - A7. Let's Talk Garbage
 - A8. Waste Management Survey: Executive Summary
 - A9. Solid Waste Management Master Plan Open House Posters
 - A10. Public Open House #2 Exit Survey
 - A11. Public Open House Exit Questionnaire
- B. City of Guelph Solid Waste Management Master Plan Diversion Discussion Paper
- C. City of Guelph Solid Waste Management Master Plan Waste Prevention & Diversion Best Practices Discussion Paper
- D. Additional Materials Cost-Benefit Analysis
- E. High Performer Municipal Household Generation and Recovery Rates
- F. Summary of Industrial, Commercial & Institutional (IC&I) Provincial (MOE) Regulatory Requirements



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- G. Municipal Waste Reduction Programs Questionnaire Summary
- H. Discussion Paper on Goal Setting
- I. GAP Modelling
- J1. Status Quo Environmental Inventory, Impact Equivalents and Burdens 2006
- J2. New Programs Environmental Inventory, Impact Equivalents and Burdens 2016
- K. City of Guelph Solid Waste Management Master Plan Disposal Discussion Paper





Aerobic Treatment	Biological treatment of organic waste by bacteria that require oxygen. (e.g., windrow composting – see Composting)
Anaerobic Treatment/ Digestion/ Decomposition	The controlled biological conversion of organic material, by bacteria, in the absence of oxygen, to produce biogas, liquid effluent and a solid, partially stabilized organic material.
Approved Site or Facility	A landfill site or waste management facility with a current valid Certificate of Approval
'At-Source'	Referring to a waste minimization or management activity occurring at the source of waste generation (e.g., at the household, at the business, etc.).
Baling	Compacting solid waste into blocks to reduce volume and simplify handling.
Biodegradable	Capable of decomposing under natural conditions
Biogas	Gas formed during the anaerobic decomposition of organic material, mainly consisting of methane and carbon dioxide.
Biological Treatment	A treatment technology that uses bacteria to process organic waste.
Biomass	Plant material, vegetation, or agricultural waste used as a fuel or as an energy source
Bulky Waste	Large items of waste materials, such as appliances, furniture, large auto parts, trees, stumps
Canadian Council of Ministers of the Environment (CCME)	A council made up of environmental ministers from provincial and federal levels of government that proposes nationally consistent environmental standards and objectives to achieve high levels of environmental quality for waste management, air pollution, and toxic chemicals across Canada.
Commercial Waste	All solid waste emanating from business establishments such as stores, markets, office buildings, restaurants, shopping centres, and theatres
Community Recycling Centre (CRC)	A waste management facility that offers waste management services to small businesses and residents. A CRC is a place to drop off items such as electronics, white goods, household hazardous waste, leaf and yard waste, and blue box recyclables items.
Compost	The relatively stable humus material that is produced from the aerobic decomposition or composting process in which bacteria in soil mixed with degradable organic materials break down the mixture into an organic soil amendment.
Composting Facilities	A facility where the organic component of municipal solid waste is decomposed under controlled conditions. Material is ground or shredded and then decomposed to humus in windrow piles or in mechanical digesters, drums, or similar enclosures.
Composting	The controlled biological decomposition of organic material in the presence of air to form a humus-like material. Controlled methods of composting include mechanical mixing and aerating, ventilating the materials in a vessel or placing the compost in piles out in the open air and mixing it or turning it periodically.
Corporations Supporting Recycling (CSR)	A Canadian, not-for-profit, private sector organization that works with municipalities and industries to aid in developing sustainable municipal recycling and waste diversion systems.
Digestion	The biochemical decomposition of organic matter





Disposal	Final placement or destruction of wastes. Disposal is typically accomplished through use of approved sanitary landfills or incineration with or without energy recovery
Disposal Facilities	Facilities for disposing of solid waste, including landfills and incinerators, intended for permanent containment or destruction of waste materials.
Diversion	The management of materials by reduction, reuse, recycling, and composting.
Diversion Rate	The percentage of waste materials diverted from traditional disposal such as landfilling or incineration to be recycled, composted, or re-used.
Economies of Scale	The theory that constructing a larger facilities can be less expensive to construct and operate, on a per unit basis, than several smaller facilities having the same capacity, or throughput
Exports	In solid waste programs, municipal solid waste and recyclables transported outside the municipal jurisdiction or locality where they originated.
Extended Producer Responsibility (EPR)	A policy to shift the responsibility of a product's life cycle away from the municipality to the producers and to provide incentives for producers to consider the environmental impacts into the selection of materials and the design of the product.
Feedstock	The input material to be processed at a waste management facility.
Ferrous Metals	Metals derived from iron or steel; products made from ferrous metals include appliances, furniture, containers, and packaging like steel drums and barrels. Recycled products include processing tin/steel cans, strapping, and metals from appliances into new products.
Garbage	The fraction of the waste stream that has no practical or feasible further use; it cannot be recycled or biologically treated. This is the fraction sent for disposal.
Hazardous Waste	Materials that can pose a substantial or potential hazard to human health or to the environment when improperly managed. Possesses at least one of four characteristics (ignitability, corrosivity, reactivity, or toxicity), or appears on special MOE or EPA lists.
High Density Polyethylene (HDPE)	A material used to make plastic rigid containers, milk and juice jugs, margarine tubs, and detergent bottles. The plastic is translucent or opaque and does not crack when bent. Referred to as No. 2 Plastic.
Household Hazardous Waste (HHW)	Hazardous products used and disposed of by residential as opposed to industrial consumers. Includes paints, stains, varnishes, solvents, pesticides, and other materials or products containing volatile chemicals that can catch fire, react or explode, or that are corrosive or toxic.
Household Waste (Domestic Waste)	Solid waste, composed of garbage and rubbish, which normally originates in a private home or apartment house
Imports	Municipal solid waste and recyclables that have been transported to a jurisdiction or locality for processing or final disposition (but that did not originate in that jurisdiction or locality).
Industrial, Commercial & Institutional (IC&I) Waste	Combination of wastes generated by industrial, commercial and institutional sectors that are not typically picked up at the curb or accepted at public drop- off facilities as part of the municipal waste collection process. These wastes are primarily managed by way of contract with private waste management service providers.





Industrial Waste	Unwanted materials from an industrial operation; may be liquid, sludge, solid, or hazardous waste.
Institutional Waste	Waste generated at institutions such as schools, libraries, hospitals, prisons, etc. (part of the IC&I waste stream).
Integrated Waste Management System	The combination of diversion and disposal alternatives comprising one waste management system. For example - blue box recycling, source-separated organics composting, incineration, and landfilling of ash and residuals could all form part of an integrated waste management system
Magnetic Separation	Use of magnets to separate ferrous materials from mixed municipal waste stream or mixed recyclables stream
Materials Recovery (or Recycling) Facility (MRF)	A facility that processes (separates, bales) residentially collected mixed recyclables individual recyclable product streams, for shipment to market.
Mechanical Separation	The physical separation of wastes by material type, size or density using trommels, cyclones, and various screens
Mixed Municipal Waste	Solid waste that has not been sorted into specific categories (such as plastic, glass, yard trimmings, etc.)
Municipal Solid Waste (MSW)	Common garbage or trash generated by industries, businesses, institutions, and homes
Non-Ferrous Metals.	Nonmagnetic metals such as aluminum, lead, and copper. Products made all or in part from such metals include containers, packaging, appliances, furniture, electronic equipment and aluminum foil
Old Corrugated Cardboard (OCC)	Bulky cardboard that is typically found in boxes used for shipping and packaging. It is made from 2 strips of cardboard with a wavy, or "corrugated"
	strip running through the centre
Organic	strip running through the centre Referring to or derived from living organisms.
Organic Organic Matter	strip running through the centre
-	strip running through the centre Referring to or derived from living organisms. Carbonaceous waste contained in plant or animal matter and originating from
Organic Matter Polyethylene Terephthalate	 strip running through the centre Referring to or derived from living organisms. Carbonaceous waste contained in plant or animal matter and originating from domestic or industrial sources. A type of plastic that is clear or coloured transparent with high gloss. It is used for carbonated beverage bottles, peanut butter jars, and some household cleanser cleaners. Bottles have a raised dot on the base. PET is referred to as
Organic Matter Polyethylene Terephthalate (PET)	 strip running through the centre Referring to or derived from living organisms. Carbonaceous waste contained in plant or animal matter and originating from domestic or industrial sources. A type of plastic that is clear or coloured transparent with high gloss. It is used for carbonated beverage bottles, peanut butter jars, and some household cleanser cleaners. Bottles have a raised dot on the base. PET is referred to as No. 1 Plastic. Minimizing waste generation by recovering and reprocessing usable products that might otherwise become waste (.i.e. recycling of aluminum cans, paper.
Organic Matter Polyethylene Terephthalate (PET) Recycle/Reuse	 strip running through the centre Referring to or derived from living organisms. Carbonaceous waste contained in plant or animal matter and originating from domestic or industrial sources. A type of plastic that is clear or coloured transparent with high gloss. It is used for carbonated beverage bottles, peanut butter jars, and some household cleanser cleaners. Bottles have a raised dot on the base. PET is referred to as No. 1 Plastic. Minimizing waste generation by recovering and reprocessing usable products that might otherwise become waste (.i.e. recycling of aluminum cans, paper, and bottles, reuse of appliances, construction materials) Waste generated in single and multi-family homes, including newspapers, clothing, disposable tableware, food packaging, cans, bottles, food scraps, and yard trimmings other than those that are diverted to backyard or vermi-





Source Separated Organics (SSO)	Organics separated by the household or business that include food wastes and leaf and yard wastes. Source separated organics are sent for processing/composting.
Source Separation	Segregating various wastes at the point of generation (e.g., separation of paper, metal and glass from other waste) to make recycling simpler and more efficient.
Transfer Station	Facility where material is transferred from collection vehicles to larger trucks or rail cars for longer distance transport.
Trommel	A rotary cylindrical screen, typically inclined at a downward angle that separates materials of different physical size. Trommel screens are used to separate mixed recyclables, municipal solid waste components, or to screen finished compost from windrow and aerated static pile systems.
User Fee	Fee collected from only those persons who use a particular service, as compared to one collected from the public in general.
Waste	A generic term used to describe materials no longer wanted by the original user. "Waste" may refer to materials that can be processed/reused, or to materials that do not have any further use.
Waste Generation	The weight or volume of materials and products that enter the waste stream before recycling, composting, landfilling, or combustion takes place. Also can represent the amount of waste generated by a given source or category of sources.
Waste Generator	The individual, household, establishment or business engaged in an activity that generates a specific waste or wastes.
Waste Management System	A set of facilities or equipment used in, and any operations carried out for, the management of waste including the collection, handling, transportation, storage, processing or disposal of waste, and may include diversion programs and facilities and one or more waste disposal sites.
Waste Minimization	Measures or techniques that reduce the amount of wastes generated during industrial production processes; term is also applied to recycling and other efforts to reduce the amount of waste going into the waste stream.
Waste Reduction/Prevention	Using at-source reduction, reuse, or composting to prevent or reduce waste generation.
Waste Stream	The total flow of solid waste from homes, businesses, institutions, and manufacturing plants that is recycled, burned, or disposed of in landfills, or segments thereof such as the "residential waste stream" or the "recyclable waste stream."
White Goods	Usually large household appliances such as washing machines dishwashers, and refrigerators/freezers
Yard Waste	The part of solid waste generated at the household in the yard composed of grass clippings, leaves, twigs, branches, and other garden refuse
Zero Waste	Refers to efforts to reduce solid waste disposal to zero, or as close to zero as possible, by minimizing excess consumption and maximizing the recovery of wastes through recycling and composting.





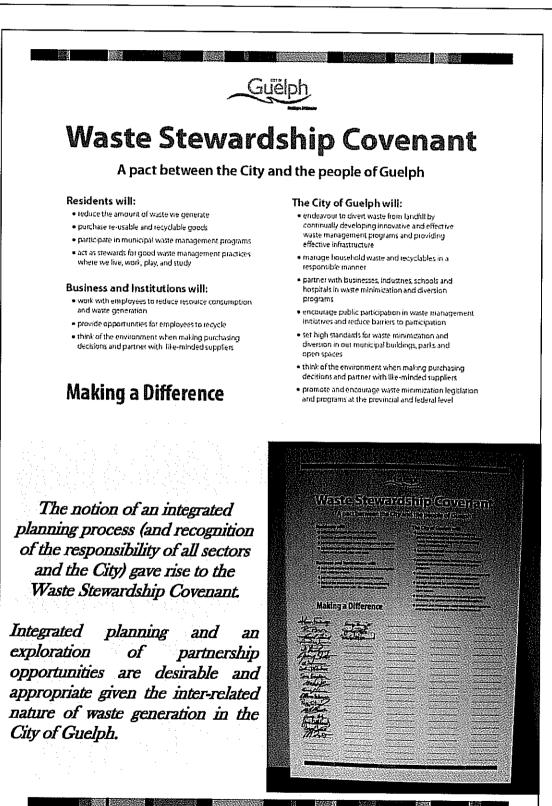
C&DConstruction and demolition (waste)
CBSMCommunity-based social marketing
CCF Centralized composting facility
CECCommunity Environmental Centre
CRDCapital Regional District (British Columbia)
E&E Fund Effectiveness and Efficiency Fund
EAA Environmental Assessment Act
EAB Environmental Approvals Board
EPAEnvironmental Protection Act
EPRExtended Producer Responsibility
HHWHousehold hazardous waste
ICIIndustrial, Commercial & Institutional (sectors)
IFOIndustry funding organization
JMCJoint Management Committee
MBG mixed broken glass
MOE Ministry of the Environment
MRMulti-residential
MRF Materials Recovery Facility
ONPOld newsprint
OCCOld corrugated cardboard
PDO Public Drop Off
SFSingle-family
SUBBORSuper Blue Box Recycling
WDA Waste Diversion Act
WDOWaste Diversion Ontario
WRIC Waste Resource Innovation Centre
WMMPWaste Management Master Plan

Weight (Mass)

Metric System

1 milligram = 1/1,000,000 kilogram = 1/1,000 gram 1 centigram =1/100,000 kilogram = 1/100 gram 1 decigram = 1/10,000 kilogram = 1/10 gram 1 gram = 1/1,000 kilogram 1 dekagram = 1/100 kilogram = 10 grams 1 hectogram = 1/10 kilogram = 100 grams 1 kilogram (basic unit of weight or mass) 1 metric tonne = 1,000 kilograms





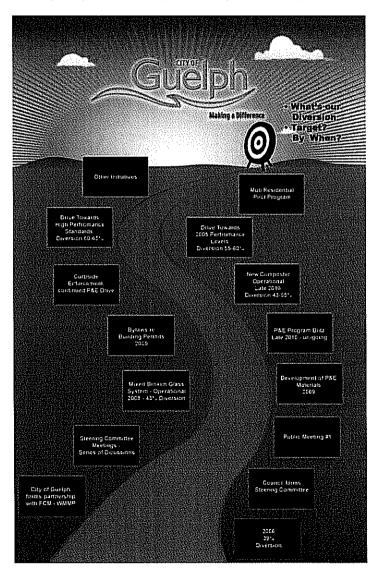




1. Introduction

The City of Guelph, with the support of its Solid Waste Management Master Plan Steering Committee and general public input has completed a Solid Waste Management Master Plan (Master Plan).

The Master Plan, jointly funded by the Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) and the City of Guelph, sets a path to achieve the City's newly developed waste



Solid Waste Management Master Planning

minimization, diversion and disposal targets. The Master Plan identifies both short-term and long-term (25 years) initiatives and programs to achieve these targets.

The master planning process was driven by a Master Plan Steering Committee and formed with further input by City staff and the general public that considered a wide range of waste minimization, diversion and disposal options available to the City. The master planning process allowed the City to develop a short list of diversion and disposal options that are suitable for Guelph given existing programs, existing waste management infrastructure, waste generation rates, community resources and community feedback.

Terms of Reference for the Steering Committee were accepted by City Council in March 2007. Following a public call for committee members, an 8 member committee was appointed. The Steering Committee's first action was to establish a series of Guiding Goals & Principles for the development of the Solid Waste Management Master Plan. These Goals and Principles are inset on the following page.



Guiding Goals & Principles
City of Guelph Solid Waste Management Master Plan
Purpose To develop a 25-year plan for managing Guelph's waste in a sustainable, service-focused and fiscally responsible manner.
Goal 1: To minimize solid waste disposal requirements.
1. Solid waste management plans emphasize prevention, followed by the 3Rs hierarchy: 1) reduce; 2) reuse; and 3) recycle.
2. Environmental protection is a shared community responsibility.
3. Diversion goals are definable, measurable, achievable and maximized.
4. Innovative waste management technologies and incentives are incorporated where appropriate.
Goal 2: To minimize the environmental, economic and social impacts of solid waste diversion and disposal.
1. The triple-bottom-line is balanced - environmental, social and economic impacts are minimized.
2. Local solutions and benefits are prioritized wherever possible.
3. Waste is managed as close to the source of generation as possible and encourages producer responsibility.
4. Flexibility is incorporated into programs and infrastructure in order to respond to changes in waste composition, generation rates, growth and diversion and disposal requirements.
Goal 3: To ensure fiscal responsibility.
1. Regional and private sector partnership opportunities for both waste diversion and disposal management are explored.
 Decision-making considers existing City policies and plans and, where possible, uses existing programs, procedures and infrastructure.
3. A financial life-cycle analysis is applied in the evaluation of system options.
 Key performance indicators are developed that can be communicated to the community and the province.
Planning Process
The planning process is open, collaborative and transparent with opportunities for public participation. Best Practice approaches are applied, drawing from other resources and experiences.

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The Steering Committee held eleven (11) meetings, the City held two (2) Public Open Houses with Open-House Exit Surveys, and retained Oraclepoll Research to conduct a formal random city-wide telephone survey. The *Waste Management Survey* had just over 400 respondents. The full Master Plan public consultation process is described in Appendix A.

Early in the process the Committee reconfirmed the benefits of the core Wet-Dry^{*Plus*} program recognizing that the community both understands and supports the program. In addition, the flexibility of the core three-stream program facilitates the development of enhanced program initiatives. The City made a substantial investment in Wet-Dry^{*Plus*} since 1995 and similar

The Steering Committee

The Solid Waste Management Master Plan Steering Committee was formed in mid-2007 and consisted of:

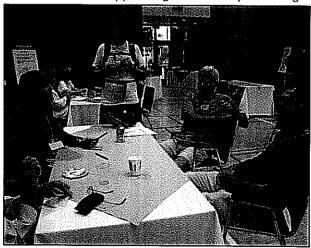
Mayor

6

- Chair of Community Development &
- Environmental Services Committees
- Two Members from the Green Plan Steering . Committee;
- One member from the Guelph Chamber of Commerce;
- One member from the University of Guelph;
 Two members at large from the community.

See the Committee's Principles for Committee Formation & Committee Terms of Reference in Appendices A1 &A2.

programming has been adopted by other communities since that time. The Wet-Dry^{*Plus*} program was seen as the core means to achieve diversion targets as set out by the province, particularly because it was recognized that Wet-Dry^{*Plus*} achieved great success when operating at its peak. However, synergistic modifications were considered as part of the Master Plan process – e.g. the use of biodegradable bags for the organic stream but, no evaluation of any major modification to existing infrastructure or operations was undertaken as part of the Master Planning process. Modifications to infrastructure to support organic waste processing is being considered by the City under a separate



Open House – Evergreen Seniors Centre

process and separate Steering Committee. The Master Plan Committee did recommend that the City consider any modification to curbside collection programming that would benefit the Wet-Dry^{*Plus*} program.

The Steering Committee considered numerous program enhancement options by evaluating programs operating in other municipalities and by exploring 'best practices' in the waste management industry.



The Steering Committee agreed that the planning process needed to be integrated on two fronts:

- 1. with other City planning processes (see insets below); and
- 2. with the Commercial, Industrial and Institutional sectors in Guelph where the majority of waste in Guelph is generated.

The notion of an integrated planning process (and recognition of the responsibility of all sectors and the City) gave rise to the *Waste Stewardship Covenant* that fronts this report. Integrated planning and an exploration of partnership opportunities are desirable and appropriate given the inter-related nature of waste generation in the City of Guelph.

A number of reports were generated throughout the Master Planning process to assist staff, the Steering Committee and the interested public in assessing reasonable and achievable disposal, waste minimization and diversion targets. These reports are all appended and largely evolved from what became a highly publicly driven process. *Discussion Papers* on disposal and diversion practices, waste industry best practices, waste diversion goal setting and benchmarking activity undertaken were driven by both public input and the Steering Committee. The Steering Committee's desire was for highly informed decision-making to make recommendations for a sustainable long-term waste management strategy. These reports are available on the City's website.



Signing the Covenant

Master Plan Integrated With Other Planning Processes

Based on the *Guelph Growth Management Strategy*, and as per definition of *Places to Grow* including the undercount population, the population threshold for 2031 is 175,000. Based on the 2006 Census Guelph's current population is 115,000. Based on current waste generation rates (for recycling and composting) a range of projected growth the City will require annual processing capacity for between 14,000 and 18,000 tonnes per year of organics and between 14,700 and 18,700 tonnes per year of recycling by 2031.

The City's current waste management infrastructure will be adequate to manage the City's growth over that period.

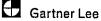




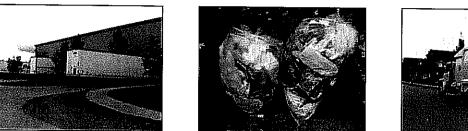
The Dry Recycling Facility is designed to accommodate additional shifts to manage more inbound materials. The new Organic Waste Processing Facility will also be designed to accommodate the City's growth.

The Master Plan has been developed in a way consistent with **Community Energy Plan** (CEP) in that the Master Plan supports energy use and GHG emission reductions and the link with waste diversion and disposal from a sustainable consumption stand-point. The CEP supports not only the reduction of as much waste as possible for disposal but the use of that waste stream as a potential fuel source.

Other waste management initiatives include the landfill gas utilization project at Eastview Landfill and efforts toward energy conservation options at the Waste Resource Innovation Centre in partnership with Guelph Hydro.







Dry Plant Shipping Doors



City of Guelph Waste Packer

2. Waste Minimization

There were strong and consistent messages from those that responded to Open House Exit Surveys and the *Waste Management Survey* (telephone survey) that the Master Plan should include a strong focus on waste reduction. Ninety-four percent of those that responded to the *Waste Management Survey* agreed that we need to reduce the amount of waste we produce.

It is common for municipalities to focus their waste management programs on increasing waste diversion options rather than to address the prevention of waste production in the first place.

The City of Guelph has already established a number of waste reduction initiatives. These include:

Carry reusable cloth bags when

- shopping
- Use a travel mug for beverages on the go
- Home compost your garden and kitchen waste
- Avoid purchasing disposable products
- Donate clothing, furniture and other items that can be used by someone else
- Take a "litterless' lunch
- Use glass or plastic containers for food leftovers
- Avoid products with excess packaging and buy in bulk

www.guelph.ca

1. Waste Reduction Tips

The City provides a number of waste reduction tips and other literature on their web site for home, office and school as well as bi-weekly tips in the Guelph Tribune.

2. Backyard Composting Program

The City encourages backyard residential composting as this program effectively remove organic waste from the municipal waste stream, providing a beneficial end use product for use by the resident and a reduction in municipal waste management costs.

The City currently makes backyard composters available to residents by selling them, at cost, at the Waste Resource Innovation Centre (WRIC), at ARC Industries and at the newly established Eco-Days event held three times per year at the WRIC.





3. <u>Waste Exchange Events</u>

Residents may leave items like furniture and other reusable items at the curb for anyone to pick up for free during selected weeks of the year. The City currently promotes this event three times per year.

4. Other Waste Minimization Alternatives

An online resource list (<u>www.guelph.ca/wetdry</u>) includes various local recycling and re-use options for furniture, clothing, batteries, phones, plastic grocery bags and the like. Other initiatives include fluorescent lamp recycling and electronics recycling programs, the paint re-use program, *Eco-Day* events when residents can tour the Dry recycling facility, waste recycling and reduction tips in the Guelph Tribune, recycling promotions on Earth Day, Canada Day and partnerships with others for litter clean up events.

As part of the master planning process a number of new or more aggressive waste minimization initiatives were identified as follows:

- 1. Adoption of a Zero-Waste Philosophy.
- 2. Implementation of a Per Capita Waste Reduction Program.
- 3. Enhanced & Rejuvenated Promotion and Education Program with efforts to target local businesses, community groups and schools in the City.
- 4. Promote and Encourage Waste Minimization Legislation & Programs (Federally & Provincially).
- 5. The development and adoption of a municipal green procurements policy.
- 6. Plastic Film Minimization Pilot Program.



Reusable Grocery Bag



2.1 Adoption of a Zero-Waste Philosophy

The zero waste movement sprung out of a desire to live in harmony with nature by understanding the complete life-cycle of waste production, use and management and by establishing a closed-loop economy in which all waste is treated as a resource. In the Zero Waste approach, the term waste is replaced by the term resource. It considers every stage of generation and procurement to determine the most efficient means to use raw materials, to eliminate the toxicity of the materials, and ensure that the materials or products are designed to be reused again as a resource. The Zero Waste approach advocates for the use of discarded materials to reduce and eliminate the need for disposal.

Adopting a zero waste goal means setting a framework to reduce waste generation over time through a variety of policy instruments including:

- a) redesigning the way resources and materials flow through society;
- b) eliminating subsidies for raw material extraction and waste disposal; and
- c) holding producers responsible for their products and packaging from "cradle to grave" (also referred to in Europe and Canada as Extended Producer Responsibility (EPR).

These zero waste principals have begun to shape the way in which a number of municipalities set goals and policies and Guelph is no exception in the development of its Master Plan. More detailed descriptions of Zero-Waste options as implemented by other municipalities is provided in Appendix C.

One recommendations was that the City of Guelph determine how much waste, and composition of waste it generates as a corporation to assess a means of achieving a zero-waste target.

2.2 Per Capita Waste Reduction Program

The Steering Committee has considered establishing a *Per Capital Waste Reduction Program*. A *Waste Reduction Pilot Study* could be used to determine what types of promotion and education materials are best suited to encourage the reduction of residential waste.

Participants would be armed with all available promotion & education material and tools to support their initiative. Waste audits/tonnage data collection would occur prior to pilot study start-up and at the end of the study period to determine changes in overall waste generation, and changes in waste composition. This will assist the City in establishing a realistic city-wide target and to be equipped with the materials needed to achieve it.

This *Waste Reduction Pilot Study* could be supported by a telephone survey of participants at/near the end of the study period to identify the opportunities and challenges they experienced. These 'lessons learned' could then be used for city-wide program implementation and promotional and educational material development.

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2.3 Enhanced & Rejuvenated Promotion and Education

In order to increase waste reduction or achieve high waste diversion targets a strong promotional and educational effort must be made by the City. In times past, the City's Waste Management Division was supported by full-time staff dedicated to promotion and education and waste reduction. These staff proactively engaged other municipal staff at city facilities, community groups, local businesses and schools, giving classroom presentations and developing Teacher Resource Kits.

It is recommended by the Steering Committee that the City determine resource requirements and re-engage those groups with a focus on waste reduction. A waste minimization education program could be provided to the Chamber of Commerce, the University of Guelph, Boards of Education, Neighbourhood Groups and other associations.



Litterless Lunch

It was further recommended that the City's waste reduction tips, currently on the City's website, be distributed and posted at various locations in the City including grocery stores, big box stores, the LCBO and other retail locations. Further to enhancing distribution of educational materials throughout the City, the City could set up a blog for waste management that would stimulate discussion on waste management ideas and issues.

2.4 Promote and Encourage Waste Minimization Legislation & Programs

Much of the waste that The City of Guelph manages is produced beyond its borders and is imported to Guelph. Efforts to prevent and minimize waste will need to be directed at waste minimization legislation and programs at Federal and Provincial levels. For example, the Region of Peel has taken steps to lobby the Provincial Ministry of the Environment to expand and enforce Waste Diversion Ontario initiatives and to work with packaging producers to design products amenable to recycling.

The Region of Peel is also encouraging citizen participation in lobbying efforts for their "No-plastics" Campaign. More on this program is described in the *Waste Prevention & Diversion Best Practices Discussion Paper*, April, 2008 in Appendix C.

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2.5 Green Purchasing Decisions and Supplier Partnering

Green purchasing decisions typically focus on buying products with sustainable or recycled materials and that have a limited amount of packaging, and that are now produced as locally as possible. Green Purchasing or Green Procurement Policies typically include the use of recycled materials and life-cycle analysis of products. These policies, in effect, encourage product producers to use alternative sources of raw materials and to consider the downstream effects of the products life-cycle.

It is recommended by the Steering Committee that the City develop and adopt a Green Procurement Policy to be implemented at all City-run facilities.

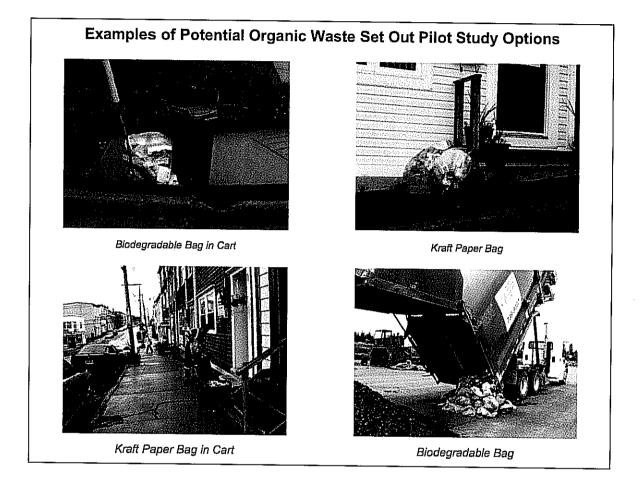
2.6 Plastic Film Minimization Pilot Programs

With the development of a new organic waste processing facility, eliminating the use of plastic film for its organic waste collection program can be considered. Considerable cost savings could be realized through reducing the disposal of plastic film. In addition, processing efficiencies in a new organics processing facility could be increased with the introduction of bio-degradable bags for home separated organics.

There have been successful municipal demonstrations of the use of bio-degradable bags (both plastic and Kraft paper) as well as the use of curb-side carts. It is recommended that the City develop a pilot study to assess organics set out alternatives that would include collection efficiency, processing efficiency and residential preference.

It is also recommended by the Steering Committee that the City pilot an alternative collection program for the recyclable stream noting that the current system already allows for waste and recyclables to be placed loosely in labelled containers at the curb. A pilot study using containers instead of bags would determine whether residents would easily adapt/now have a preference for a container based program. A container based program would be consistent with strong community and Steering Committee support for waste minimization in general, but more specifically in terms of support for reduction of the use of plastic film.



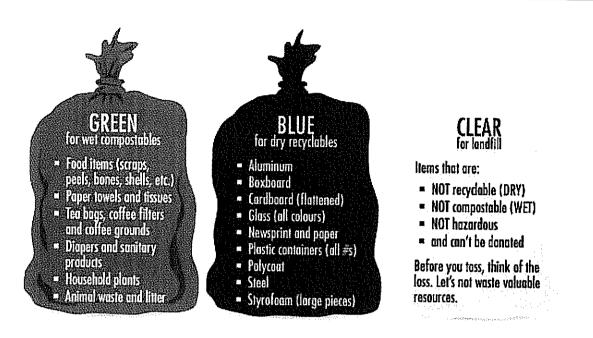


3. Future Waste Diversion

3.1 Diversion Programs & Infrastructure

The City of Guelph has owned and operated the Waste Resource Innovation Centre (WRIC) since 1995. The Centre was designed to process North America's first two-stream Wet-Dry curbside collection program, to provide public drop-off facilities, to receive leaf and yard waste and Household Hazardous Waste (HHW) and separated waste from private haulers (e.g. industrial, commercial and institutional sectors and from multi-residential buildings) and from other municipalities.



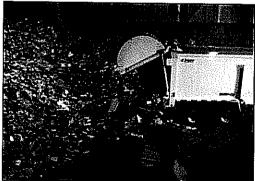


Wet-Dry^{Plus} Program

Between 1999 and 2001 Guelph undertook a comprehensive economic evaluation of the cost-benefit of continuing with a Wet-Dry collection and processing program. That review included a North American wide search for new technology and equipment that could reduce operating and maintenance costs and could increase through-put in the Dry recycling facility. No technology or equipment was found to address the problem that was largely due to the amount of residue (non-recyclable waste) collected in the dry stream.

The City then undertook an extensive public consultation process and ultimately elected to retrofit the recycling facility to accommodate the current Wet-Dry^{*Plus*} program in 2003. The Wet-Dry^{*Plus*} program redefined the dry stream as recyclables only and introduced new clear bag stream for waste with materials defined for landfill.

Some of the benefits of Wet-Dry^{*Plus*} included a more easily processed dry stream resulting in increased recovery and diversion of recyclables. Substantial cost savings were also realized with the capacity of the facility to process all recyclables in a single shift (as opposed to the previous two-shift operation). Table 1 demonstrates the positive impact of the transition from two-stream Wet-Dry to threestream Wet-Dry^{*Plus*} with significant increases in waste diversion after 2002. The data also shows the negative impact on waste diversion with closure of the Organics Waste Processing Facility (from 45% to 39% between 2005 and 2006).



Dry Facility Tipping Floor

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Residential Waste Diversion Program	2001	2002	2003	2004	2005	2006
Dry Recyclables	1,627	2,047	5,865	6,427	9,931	10,109
Wet Organics	5,479	7,892	9,022	9,534	9,343	8,946
Leaf/Yard/Xmas trees	4,523	3,739	5,794	6,531	4,114	5.370
Large appliances	303	474	952	1,614	1,687	1.037
Scrap metal/Wood & Other	554	_	-	-	-	-
Tires	34	31	34	27	28	31
Backyard Composting	1,057			1,094	1,097	1,102
Grass-cycling	654			129	808	1060
Household Hazardous Waste	213			215	165	175
Drop Off Depot	252		228	279	100	0
Stewardship/Deposit Return	258			300	309	300
Tonnes Diverted	12,101			22,140	20,624	18,032
Tonnes Disposed	29,430			19,685	27,623	27,924
Total Tonnes	41,531			41,826	48,247	45,956
% Diversion	29	45	58	53	43	39

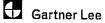
Table 1. City of Guelph Residential Waste Diversion – 2001 to 2006 (tonnes/year)

The City successfully operated the Wet-Dry^{*Plus*} program until 2006 when a series of structural issues and complaints about off-site odour impacts from the Organic Waste Processing Facility forced that facility closure. The City is now in the process of letting a Design, Build (DB) /Design, Build Operate (DBO) Contract for a new organics processing facility and anticipates construction to commence in 2009. The Dry recycling facility, household hazardous waste depot, public drop off programs and waste transfer station facilities have all continued to operate successfully.

Table 1 shows existing waste diversion programs operated by the City. A more comprehensive description of the City's current programming can be found in *City of Guelph – Solid Waste Management Master Plan – Diversion Discussion Paper*, February, 2008 in Appendix B. Beyond the programs shown in Table 1 the City has also recently implemented a fluorescent lamp recycling program (year-round) and an electronics recycling program that runs three times per year. It is anticipated that the program will divert approximately 75 tonnes per year. The City also holds *Eco-Days* when residents can buy backyard composters, rain barrels and tour the Dry recycling facility. Also recently implemented is a paint re-use program that allows residents to bring used paint and other reusable products (e.g. aerosol, car care and cleaning products) to the household hazardous waste depot for free pick up and use by other residents.

Nothwithstanding these successes, within the first year of operation of the retro-fitted Dry recycling facility, the City began to experience difficulty marketing the glass collected at the facility. Glass markets had become increasingly intolerant of contamination (bits of paper, bottle caps etc.) in the glass mix. The City has since let a tender for fabrication and installation of a new glass recovery system to be completed August, 2008.

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As indicated earlier, initiatives already underway include the addition of a Mixed Broken Glass (MBG) system in 2008 and a new organic waste processing facility in 2009, fluorescent lamp and electronics recycling and a new paint re-use program. The City is also evaluating the installation of optical sorting equipment in the Dry Recycling Facility to further improve recovery of recyclables and reduce operating costs. For the purpose of the Master Planning process, the Steering Committee assumed that implementation of these upgrades to the system and assessed their impact on waste diversion and positive environmental impact.

The City of Guelph – Solid Waste Management Master Plan – Diversion Discussion Paper, February, 2008 (Appendix B) describes regulations affecting waste diversion, various policy mechanisms available to increase waste diversion and waste diversion programming options available to the City.

A short list of preferred waste diversion program initiatives was developed from the *Diversion Discussion Paper*, from feedback from the first Open House and through discussion with the Steering Committee. This list includes:

- 1. Multi-Residential Recycling
- 2. Municipal By-laws/User Pay/Bag-Tag Programs and By-law Enforcement
- 3. Adding Additional Recyclable Materials
- 4. Reuse Centre Programs
- 5. Public Open Space Recycling Programs
- 6. Special Events Recycling Programs
- 7. Advertising, Education & Promotion

3.1.1 Multi-Residential Recycling

Notwithstanding that both single family dwellings and mulit-residential dwellings (over 6 units) are mandated and enforceable by the province, recycling at medium and high-rise buildings in Guelph is more challenging than for detached single-family homes or condominium townhomes with curbside collection. A recent survey conducted by the Association of Municipal Recycling Co-ordinators (AMRC) found that many recycling programs in multi-residential buildings are typically characterized with low capture rates, low participation levels, and high contamination rates.¹ AMRC identified the following factors as contributors:

- Transient Nature of Tenants
- Lack of Ownership
- Inconvenience of Programs
- Lack of Support by Building Management



Councillor Bob Bell – Ward 1 and Steering Committee Member lends a hand at the Dry Plant



Example of industry response to multi-residential recyclable materials handling challenges



^{1.} Association of Municipal Recycling Coordinators. February 2006. Development and Review of Baseline Information on Multi-Residential Recycling Programs in Ontario. Stewardship Ontario E&E Fund Project #18



Multi-residential recycling programming challenges, opportunities and best practices are discussed in detail in *The City of Guelph – Solid Waste Management Master Plan – Diversion Discussion Paper*, February, 2008 (Appendix B) and *The City of Guelph Solid Waste Management Master Plan – Waste Prevention & Diversion Best Practices Discussion Paper*, April, 2008 (Appendix C).

The Steering Committee determined that the following actions should be undertaken to assess opportunities for future multi-residential recycling program development in the City:

- 1. Contact/survey existing local waste hauling companies to gauge current participation in recycling by the multi-residential sector (above collection service provided by the City).
- 2. Gather information available from the province regarding multi-residential audit/tonnage data as a benchmark against future pilot project data.
- Identify one or two building pilot locations, develop/distribute P&E materials and methodology e.g., city collection/carts, distribution of any other appropriate tools with a follow-up audit and survey of residents to identify opportunities and challenges.
- 4. Identify target locations/property managers/owners for P&E sweep to promote increased recycling.
- 5. Create/Amend by-law(s) to enforce recycling in conjunction with a dedicated multiresidential co-ordinator.
- 6. Modify building permit process to though a new by-law so staff can enforce recycling in new multi-residential developments.
- 7. Assess incentives for recycling including rebates, lower permit fees, and other available options.

These actions, in combination, will provide the city with data regarding current participation rates in multiresidential building waste collection and recycling programs, identify challenges and opportunities, clarify the costs of potential program alternatives, and identify the optimal means and methods for a comprehensive city-wide program. Ninety two percent of respondents to the *Waste Management Survey* supported improved recycling and composting programs in the multi-residential sector.

3.1.2 Municipal By-laws/User Pay/Bag-Tag Programs and By-law Enforcement

The City of Guelph has arguably had the most intensive by-law enforcement program for recycling, organic waste and garbage curb-side set outs in the Country. The use of transparent bags to ensure proper sorting combined with tagging unacceptable bags and leaving them at the curb ensures both a high level of compliance, and a great potential for the capture of materials for processing and diversion of waste. The bi-weekly collection of garbage is also a positive incentive to divert as much waste as possible.

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Other potential incentive programs include the use of bags or stickers. Bag tag and sticker programs are utilized in many municipalities across Ontario in which system users pay for bags or tags that qualify for curbside garbage collection².



Guelph Blue Bag Tagged at the Curb



Dear Gueiph Resident,

- Wel, Dry or Waste was not properly sorted and therefore is contaminated and cannot be collected.
- Your bag is not see-through green, blue or clear. Black, orange or other opeque bags are not acceptable.
- CI Your clear Waste bag was set out during the incorrect collection week.
- All plastic bags must be placed in the clear Waste bag.
 Corrugated cardboard should be flattened and placed
 in your Dry bagdes OR flattened and securely
 bundled not exceeding first371 in length or 0.8m(2) in
- width or height.
 Your weste is too heavy. Wet begin with contents must not exceed 15kg(330e). Dry and Wasto begis or containers with contents must not exceed 20kg(44ba).
- Containers with contents must not exceed 20kg(44bs
 - Household Hazerdous Waste
 Construction and demolition items
 - Construction and demolition items
 Bulky or large items (i.e. furniture)

Please remove your uncollected weste by 7 p.m. on your day of collection.

For more information please visit our website at guelph.ca/wetdry

Guelph Non-Compliance Tag

In some cases these programs are used in conjunction with bag limits (usually 2 or 3) after which a bag tag or sticker program is employed for the collection of additional garbage. User Pay programs have the potential to recover part or all of waste management system costs. While the impact of such a program on Guelph's waste management system would need to be explored in more detail, it is speculated that there would be no significant impact on the City's waste diversion rate with a user-pay/bag limit program when compared to the City's current program (fully enforced). User Pay programs inherently allow for a loss of recyclable and compostable materials up to a limit (e.g. 2 or 3 bags) while Guelph's program, when enforced, only allows for very minor loss of these materials to the waste stream.

The positive impact of user pay/bag tag programs for various other municipalities is provided in Appendix C. Potential percentage (%) improvements cannot be directly compared to Guelph. In 2004, when Guelph had a fully enforced program it had the highest urban waste diversion rate in the province (above those municipalities with user-pay programs).

Implementation of a user-pay program may be challenging in Guelph as only 40% of those responding to the *Waste Management Survey* supported such a program.

3.1.3 Adding To/Refining List of Recyclable Materials

The impact of adding additional materials to the recycling stream was evaluated in response to the interests of the Steering Committee and the public (79% surveyed in the *Waste Management Survey*).



We were by to collect your waste today but it did not comply with the Waste Collection By-law for one or more of the following reasons:

^{2.} Blue Box Recycling Enhancement and Best Practices Assessment Project, Final Report, KPMG, July 31, 2007.



Additional materials included:

- Plastic film (grocery bags etc.)
- Other rigid plastic film packaging
- PET other packaging
- Gable tops (milk cartons)
- Aseptic containers (juice boxes)

The total waste diversion impact of recycling these materials was determined to be less than 2% of the City's existing waste stream. These materials are all currently collected/accepted in the City's blue bag program with the exception of plastic film, which can't be processed effectively in the recycling facility. These materials represent a very low volume (and weight) and have either very low or no market value. An assessment of the cost-benefit of recycling these materials is provided in Appendix D.

Potential future *Stewardship Ontario* initiatives might address these materials. Co-ordinated singlelocation recycling facilities may be developed to process them. Plastic film may also be addressed in municipal waste minimization initiatives. There is strong public support for a ban of commercial/retail use of plastic bags in the City (70% of respondents to the *Waste Management Survey*).

An evaluation of the impact of re-emphasizing enforcement for Guelph's existing program estimated a diversion impact of approximately 2.4%. If Guelph is able to achieve a *high performance* program (consistent with other municipal high performers shown in Appendix E) a further 3.2% increase in diversion could be achieved. In 2005, Guelph households set out an average of 261 kilograms per year of recyclable materials. In 2006, that volume dropped to an average of 232 kg/household/year.

Achieving high performance will rely on increasing efforts to obtain more high value materials in the blue bag. This means increasing the capture rate for recyclables such as aluminum, newspaper and cardboard and eliminating the capture and processing of low value, hard-to-recycle materials (listed above) from the blue bag. This in turn will lead to a more efficient, more cost-effective processing of recyclable materials.

It is recommended by the Steering Committee that the list of items for the blue bag be revised and refined to include newspaper, cardboard, fine paper, glass, plastics, aluminum and steel beverage and food containers. Additional materials, such as those listed above should be removed from the recyclable stream.

It is also recommended by the Committee that the City regularly review the list of materials in the blue bag, should recycling opportunities for discarded materials change, or new material-specific recycling facilities be developed to recycle discarded materials. In the longer term, where the City may not be constrained by existing assets, or where justifiable and feasible capital upgrades may be appropriate, it may be able to accommodate additional materials. The City may also, in conjunction with the new organic waste processing facility, begin to promote that shredded fine paper (difficult to recover in the recycling facility) be added to the organic waste stream.



3.1.4 Reuse Centre & Public Drop Off Facility Programming

Ninety percent of respondents to the *Waste Management Survey* indicated they would support a Reuse Centre in the City. Several re-use options already exist in the Guelph. These include the Habitat for Humanity ReStore, Value Village, Thrift Shop, Diabetes Association and various exchange websites. These organizations and activities divert a significance volume of materials from landfill through donation and re-sale. The exact quantity of diverted materials is unknown.

It is recommended by the Committee that research be conducted to determine weight diverted through re-use programs and facilities and the potential for claiming this community diversion with Waste Diversion Ontario.

It is also recommended by the Committee that the City promote these facilities and programs. The Steering Committee also recommends that the City investigate partnership opportunities with an existing re-use organization to develop a drop-off re-use facility at the Waste Resource Innovation Centre.



Targeting High Value Aluminum Recycling

As the result of the closure of Eastview Landfill in 2003, public drop off facilities were reduced from two to only one location. This has created longer wait times for the public at the WRIC and limited the number of bins (space limitations) available for separation and diversion of waste. In 2006 the City expanded the drop off at the WRIC to add two more bins, which addressed traffic volumes, but not increased waste diversion. As such, a new drop off facility is budgeted for construction in 2011. The City also recently received MOE approval to re-open a reuse centre for Household Hazardous Waste (e.g. paint exchange) located at the Waste Resource Innovation Centre.

3.1.5 Public Open Space Recycling Program

There is strong support in the community (91% of *Waste Management Survey* respondents) for improved recycling, composting and waste receptacles in public spaces. The Master Plan has several recommendations to address waste management in public open space. These include the following:

- City staff should meet interdepartmentally (Parks Department, Transit Department, Solid Waste Management Department) to assess centralized and co-ordinated waste/recycling collection in parks and public open spaces
- Staff should conduct an public open space (park, trail, arena and streetside) pilot study with an emphasis on collecting high value recyclables (aluminum cans and plastic bottles).





- 3. The City should assess requirements for city-wide distribution of waste separation containers at all locations currently serviced by city collected garbage containers.
- 4. The City should target park, sportsfield, trail and other users to promote the use of open space recycling containers.
- 5. Identify partnership opportunities with Guelph businesses or organizations to encourage sponsorship and stewardship.
- 6. Staff should meet with representatives from the Downtown Board of Management to develop a sustainable streetside recycling program.
- 7. The capture and diversion of pet waste in public open space should be explored through the use of biodegradable bags or other best practices

3.1.6 Special Events Recycling Program

Special Event permits are required for all organizations interested in setting up a festival or special localized event. This permit requirement provides an opportunity for the City to ensure that event organizers approach waste management in a fashion consistent with the municipal waste management program. The Steering Committee recommends the following:

- 1. The City should mandate recycling and composting with Special Events permits.
- 2. The City should develop promotional and educational materials for event planners and facility users.
- 3. The City should assess capacity to provide city collection of sorted materials from events or to receive the sorted materials at the Waste Resource Innovation Centre.
- 4. The City should seek to obtain the weight of the materials diverted.

3.1.7 Advertising, Education & Promotion



Since the closure of the Wet Plant, residential participation in waste separation programs has fallen off. Waste audits show that there is increased contamination of separated organics and blue bag materials. People are not being as careful in their daily waste management habits as they were several years ago. An example of this is that in 2004 the City collected 10,895 tonnes of Dry recyclables compared to 10,109 in 2006 despite not insignificant population growth in the City.

To increase effectiveness and efficiency, all municipal waste management initiatives need to be supported by a well developed, comprehensive promotional & educational (P&E) program. P&E Best Practices are described at length in Appendix C. They generally suggest that a good P&E program is rooted in a current and regularly updated communications plan with identifiable goals and measures. Community-based social marketing approaches have shown good success in other communities.

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Similarly, programs based on local community research initiatives (like the Waste Management Survey), that make use of communications experts prove to be the most successful.

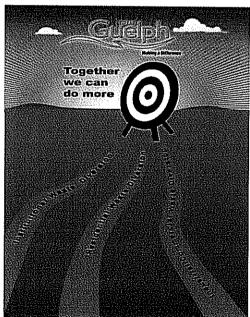
Waste Management Survey results indicate that preferred methods of communication by residents in Guelph vary. Almost one-third of residents preferred the City News Pages, 20% favoured direct mailing, 15% favoured brochures/city newsletters and another 12% preferred communication via the City website. This would suggest that any P&E campaign, particularly as it relates to new program initiatives would benefit from the use of a variety of communication means.

It is recommended by the Steering Committee that the City re-focus and re-develop its waste management P&E campaign, building in new messages and re-invigorating municipal residents. Community-based social marketing approaches should be considered.

It is also recommended by the Committee that the City develop a recognition program to highlight and share the best waste management practices as demonstrated by organizations and individuals in the City.

3.1.8 Additional Programming

Residential waste typically makes up approximately 40% of the total waste generated in a small to medium sized municipality. Although institutional, commercial and industrial waste is not managed by the municipality, an opportunity exists to harmonize municipal waste management approaches and plans with those in other sectors. Although people have been trained to separate their waste in the home, many work, school, organizational and recreational facilities do not provide the same opportunities for people to recycle. Provincial MOE staff has, in recent months, started to inspect IC&I facilities to promote compliance with Regulations 102/94 and 103/94 (IC&I regulatory compliance requirements are attached in Appendix F). The City has historically worked closely with the IC&I sector to assist with recycling initiatives. There was interest shown by the public and Steering Committee to investigate opportunities to enhance and harmonize municipal waste management approaches with those of the Industrial, Commercial & Institutional (IC&I) sector in the City of Guelph, recognizing that the City's recycling/disposal manual for IC&I sector may need to be revisited.



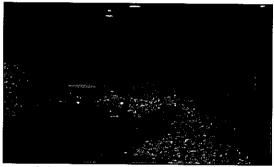


The Steering Committee has several recommendations for Residential Construction & Demolition Waste:

- 1. That the City mandate recycling through building/demolition permits.
- 2. That the City develop partnerships and/or pilot studies with local builders to assess capacity for and to provide incentives for the source separation of building materials.
- 3. That the City should continue to assess opportunities to recycle commingled construction & demolition materials.
- 4. The City should evaluate variable tipping fees to encourage recycling of shingles, drywall, wood.
- 5. That the City should obtain a Certificate of Approval amendment to store C&D waste at the Waste Resource Innovation Centre.

It is recommended that:

- 1. the City should assess opportunities liaise with various associations for recycling opportunities, Ontario Stone, Sand & Gravel Association.
- 2. the City should update the Recycling/Disposal Manual for the IC&I Sector.
- the City provide recognition to high performers in the IC&I Sector based on best practices and facilitate shared ideas within that sector for waste minimization and diversion programming.



Other Municipal and IC&I Containers

A survey of several local municipalities was undertaken to gather information regarding service delivery for the programs identified above (Appendix G). The following was identified:

- 1. All have multi-residential recycling programs or are piloting them.
- 2. Most are currently collecting from parks and open spaces.
- 3. All have special events by-laws/permits requiring recycling.
- 4. A number of them have re-use centres and some in partnership with community organizations.
- 5. Most have a bag-tag or bag-limit program (Guelph's version of that is the clear bag program with bi-weekly garbage collection).
- 6. No municipalities are actively addressing residential construction & demolition waste minimization/diversion programming.
- 7. There is very little work being done in waste reduction.

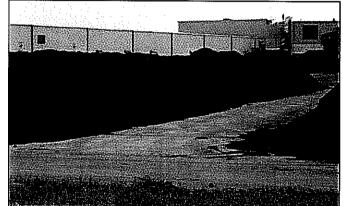


A number of municipalities, like Guelph, are contemplating similar programs, and are all wrestling with the same issues. Most municipal waste management programs are either in transition or piloting new program initiatives. Guelph's approach, through its Solid Waste Management Master Plan could *lead the way*, particularly with respect to waste minimization initiatives.

3.2 Diversion Targets, Timing and Measures

A Discussion Paper on Goal Setting was developed in order to assist the Steering Committee in setting their waste diversion targets. (Appendix H) At one time diversion targets were set without any analysis of the financial and technological resources that would be required to achieve these goals.

That approach has changed substantially. The development of Guelph's Solid Waste Management Master Plan is consistent with how most municipalities now set their goals, based on the business case, the net environmental impact of their decisions and by using a community value-based approach. Goal development in this Master Plan is based on a decision making process that reflect municipal and regulatory requirements and community resources and values.



Organic Waste Processing Facility

The Steering Committee considered realistic timing of potential diversion targets related to infrastructure and program changes to support the current Wet-Dry^{*Plus*} program. The new Mixed Broken Glass recovery system is scheduled for installation by August 2008 and the new Organic Waste Processing Facility is scheduled to commence construction in 2009.

Several program changes will require pilot study work. These program initiatives will need to be phased, with initial time required to run the studies prior to implementation on a full scale basis. Other activities, such as amendments to by-laws and permitting can be implemented in the short term.

The Steering Committee also considered the potential impact to diversion rates by several potential program initiatives. An analysis of potential diversion rate impacts for each program is shown in Table 2 below.

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Activity Status Quo – 2006 WDO Reporting		Inbound Tonnes	Recovered Tonnes as % of Inbound	Recovered Tonnes	Residue Tonnes to Disposal	Diversion %	
						39%	
Potential Increased	1.	Mixed Broken Glass Recovery System	1,650	100%	1,650	0	5.5%
Recyclable Recovery Initiatives	2.	Increased Performance to 2005 Standards (232 → 261 kg/hh/yr)	1,264	95%	1,200	64	4.0%
Organic Recovery	1.	Increased Performance to 2005 Standards (82 ➔ 248 kg/hh/yr)	9,500	80%	7,600	1,900	10%(1)
Initiatives	2.	Increased Recovery Due to Bio - degradable-Bags	9,500	90%	8,471	941	13.4%(1)
	2.	Multi-Residential	500	95%	475	25	1.9
Other Initiatives	4.	Parks & Open Spaces	200				Less than 1%
		Special Events	100				Less than 1%
TOTAL		ang mang sakang mang kang mang kang mang sang sang sang sang sang sakang mang kang mang kanang kanang kan sang					60-65%

Table 2. Waste Diversion Totals – All Initiatives

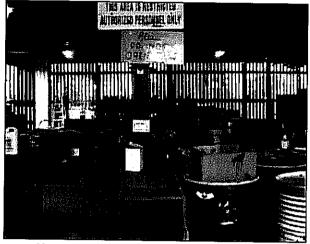
Note: (1) Not Additive - Either/Or

Diversion targets are driven both by timing and what can realistically be achieved with each program as they are implemented. Implementation of these programs (based on their anticipated timing) was modelled using the CSR (Corporations Supporting Recycling) *GAP (Generally Accepted Principals)* Model. This model is designed to calculate annual diversion rates from residential waste flows. The scenarios modelled include:

Scenario 1:	2006 Status Quo				
Scenario 2:	Added Glass Recovery – Full Year (2009)				
Scenario 3:	Added High Performance Recycling/Added Organics Processing – Full Year (2010)				
Scenario 4:	Added High Performance Recycling/Added Organics Processing With Biodegradable Bag/Carts (2010)				
Scenario 5:	All Initiatives (2016)				

The GAP residential waste flow diagram for each of these scenarios is provided in Appendix I.





Household Hazardous Waste Depot

Several assumptions were made for the purpose of input to the model. The inbound tonnage in 2009 (after a full year of Mixed Broken Glass processing) for recyclables is assumed to be at the 2004 inbound tonnage rate of 10,895 as opposed to the 2006 baseline tonnage of 10,109. This assumption is used because residential waste separation performance is expected to improve as the general public becomes aware of the facility changes that will allow the City to recycle glass. The Added Glass Recovery scenario reduces the residue rate (from the 2006 baseline) from the Dry facility to 10% reflecting the renewed recovery of glass. Glass recovery is predicted to increase the City's diversion rate from 39% to 44.5%.

In Scenario 3, glass recovery is maintained, inbound tonnage is increased to reflect high performance recycling and the residue rate is reduced to reflect the removal of non-recyclable plastics from the Dry waste stream (for improved processing efficiency). The residue rate is then estimated at 5% (down from 10%). Inbound organic waste tonnes for processing are assumed to be consistent with tonnes received and processed prior to Organic Waste Processing Facility (OWPF) shut-down (9,500 tonnes) and the residue rate is assumed at 20% (as it was prior to OWPF shut-down). Scenario 3 shifts the waste diversion rate in 2010 to a predicted 58.5%.

Scenario 4 models the use of biodegradable bags and/or carts instead of the current plastic film bag program. The residue rate is assumed to drop by 10%. This scenario shifts waste diversion from 58.5% (plastic film bags) to an estimated 61.9%.

Scenario 5 adds all other program initiatives identified in Table 2 and shifts estimated waste diversion to 63.8%. Figure 1 shows progressive waste diversion rates as proposed initiatives are implemented. When residents were asked whether or not Guelph should achieve and maintain OR exceed the Province's 60% diversion target - 68% responded Guelph should exceed it.





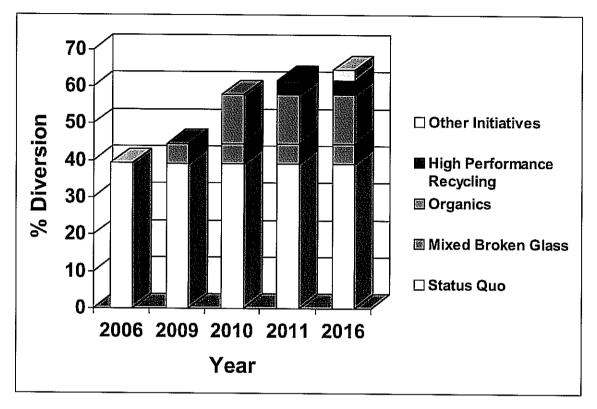


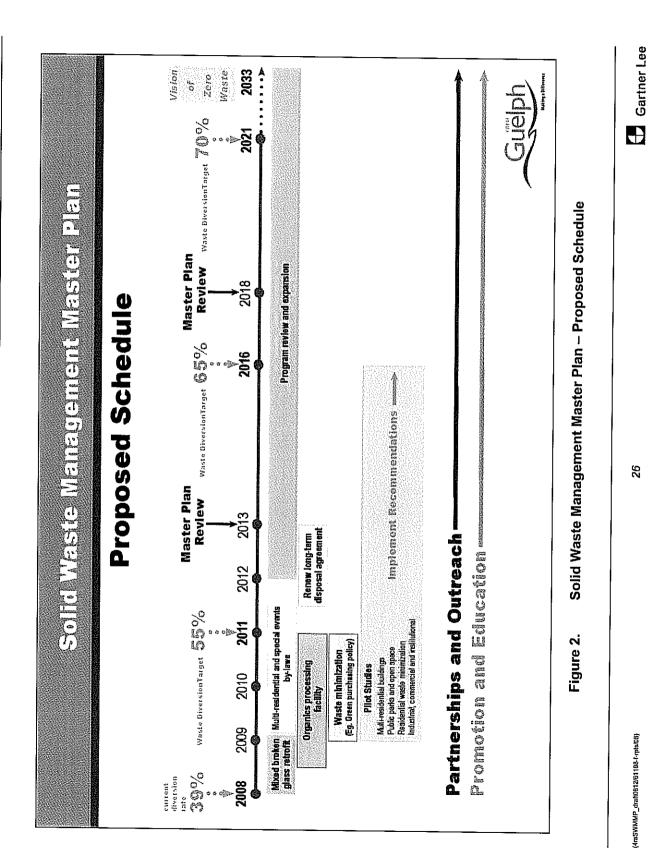
Figure 1. Cumulative % Waste Diversion With Program Implementation

Based on the timing of initiatives already underway (mixed broken glass system and a new organic waste processing facility), recommendations for various pilot studies and resource requirements to undertake various initiatives the schedule in Figure 2 below was developed.



The Perfect Set Out





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4. Environmental Impact of Program Changes

The Integrated Waste Management Model (IWM) was used to model the environmental impact of system and program changes. The IWM Model is designed for understanding the environmental implication of municipal solid waste management decisions. Inputs to the model are restricted to core curbside collection of organics, garbage, recycling, leaf and yard waste.

The outputs of the IWM Model are expressed as environmental equivalents - the equivalent number of car emissions for one year and the equivalent amount of electricity required to power one average home for one year. The model uses a life cycle analysis approach ("cradle to grave"). This approach considers the complete life of a product starting with extraction of raw materials (mining, logging) to the point where materials are discarded into the waste stream and either recycled disposed.

The IWM Model was used to evaluate the status quo system (using 2006 data as a baseline) against new program initiatives including glass recovery, organic waste processing and the achievement of *high performance* for Guelph's recycling program. A full description of the inputs to the IWM Model and the outputs generated is provided in Appendix J along with the detailed outputs of both status quo (2006) and the new program scenarios.







Table 3. Status Quo Versus Programs – New Programs (Scenario 3) Life Cycle Inventory Impact

	Current Program Savings	Future Program Savings*
Energy Consumed (GJ)	Electricity for 3,600 homes	Electricity for 7,200 homes
Greenhouse Gases		
-CO2 (tonnes)	•	
-CH4 (tonnes)		
-CO2 Equivalents (tonnes)	Emissions from 3,800 cars	Emissions from 10,700 cars
Acid Gases		
-Nox (tonnes)	Emissions from 665 cars	Emissions from 1,659 cars
-Sox (tonnes)	Electricity for 3 homes	Electricity for 7 homes
-HCI (tonnes)	Electricity for 192,737 homes	Electricity for 935,573 homes
Smog Precursors		
-Nox (tonnes)	Emissions from 665 cars	Emissions from 1,659 cars
-PM (tonnes)	Electricity for 434 homes	Electricity for 2,449 homes
-VOCs (tonnes)	Emissions from 490 cars	Emissions from 1,061 cars
Heavy Metals & Organics		
Air		
- Pb (kg)	Electricity for 2 homes	Electricity for 5 homes
- Hg (Kg)	Electricity for 9 homes	Electricity for 1 homes
- Cd (kg)	Electricity for 8 homes	Electricity for 2 homes
- Dioxins (TEQ) (g)		
Water		
-Pb (kg)	Electricity for 110 homes	Electricity for 90 homes
-Hg (kg)	Electricity for 0 homes	Electricity for 0 homes
-Cd (kg)	Electricity for 28 homes	Electricity for 14 homes
-BOD (kg)	Sewage from 603 homes	Sewage from 474 homes
-Dioxins (TEQ) (g)		-

Note: * Includes glass recovery, high performance recycling and organic waste processing changes to Wet-Dry^{Plus} program.





Status QuoPrograms - 20165,620 cars per year
worth of emissions
savings15,079 cars per year
worth of emissions
savings196,931 homes per year
worth of electricity
savings954,251 homes per year
worth of electricity
savings

The added impact of proposed new programming will have a significant positive environmental impact.

5. Future Disposal Options

In considering future disposal options the Steering Committee recognized that achievable diversion rates must be integrated with the long-term methods or options available for the disposal of residual wastes. Depending on the actual diversion that is achieved the amount of residual waste requiring disposal is estimated to range between 20,000 and 45,000 tonnes per year. The disposal methods and/or technologies identified as being available to Guelph included the following:

- 1. Status Quo continuation of the current practice.
- Long-Term Export to Private and/or Public Sector contracted use of private sector or other municipal disposal options (landfill or thermal combustion) outside the City for a long-term period.
- Partnerships with Surrounding Municipalities use of existing public sector disposal facilities within neighbouring municipalities that may involve partnership or cost sharing arrangements.
- 4. Site and Construct New Landfill develop new landfill within the geographic boundaries of Guelph to provide long-term disposal capacity.
- 5. Site and Construct Thermal Combustion Facility develop new thermal combustion facility to provide long-term disposal capacity within the City.

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A description of each of these methods or technologies is provided in *City of Guelph – Solid Waste Management Master Plan – Disposal Discussion Paper*, February 2008 in Appendix L as it relates to associated strengths, weaknesses, opportunities and threats.

Based on each potential disposal strategy and the associated strengths, weaknesses, opportunities and threats for each, it became evident that the potential to implement some of the strategies is very limited. Specifically, the City has spent an extensive amount of time since 1983 to identify suitable disposal sites within Guelph and these processes were unsuccessful. No changes have occurred since 2000 (the last time consideration was given to identifying disposal capacity within the City) within City boundaries that would support identifying a suitable site for either landfill or thermal combustion. Some key factors include:

- 1. A comprehensive in-City landfill site search has already been completed.
- 2. The JMC (Joint Management Committee) previously considered thermal combustion of waste as a long-term disposal option.
- 3. No additional land has been annexed by the City.
- 4. Ongoing land development has occurred within the City, further limiting the potential to identify a suitable landfill or thermal combustion facility site.
- 5. Uncertainty surrounding environmental approvals for both thermal combustion and landfill disposal facilities.
- 6. costs associated with scale of Guelph-only combustion facility.
- 7. Lack of public support for landfill or thermal combustion facilities in Guelph.

As such, disposal options number 4 and 5, listed above, were deemed unsuitable. Suitable waste disposal options (landfill or thermal combustion) to the city include a contractual agreement (EXPORT) with existing municipal or private sector disposal facilities or municipal partnerships.





6. Conclusions & Recommendations

6.1 Waste Minimization

- 1. Adopt a Zero-Waste Philosophy.
- 2. Implement a Per Capita Waste Reduction Program.
- 3. Enhance & Rejuvenated Promotion and Education Programs with efforts to target local businesses, community groups and schools in the City.
- 4. Promote and Encourage Waste Minimization Legislation & Programs (Federally & Provincially).
- 5. Develop and adopt a municipal green procurement policy.
- 6. Pilot a Plastic Film Minimization Program.

6.2 Multi-Residential Recycling

- 1. Contact/survey existing local waste hauling companies to gauge current participation in recycling by the multi-residential sector (above collection service provided by the City).
- 2. Gather information available from the province regarding multi-residential audit/tonnage data as a benchmark against future pilot project data.
- 3. Implement a Multi-Residential Pilot Study.
- 4. Identify target locations/property managers/owners for P&E sweep to promote increased recycling.
- 5. Create/Amend by-law(s) to enforce recycling in conjunction with a dedicated multiresidential co-ordinator.
- 6. Modify the building permit process to enforce recycling in new multi-residential developments.
- 7. Assess incentives for recycling including rebates, lower permit fees, and other available options.

6.3 Re-Use Centre Programming

- 1. Promote use of all existing facilities and programs.
- 2. Investigate partnership opportunities with an existing re-use organization to develop a dropoff re-use facility at the Waste Resource Innovation Centre.
- 3. Conduct research to determine weight diverted through re-use programs and facilities and the potential for claiming this diversions with Waste Diversion Ontario.



6.4 Open Space Recycling & Special Events

- 1. Meet interdepartmentally to assess centralized waste/recycling collection in parks and public open spaces.
- 2. Conduct an public open space (park, trail, arena and streetside) pilot study with an emphasis on collecting high value recyclables (aluminum cans and plastic bottles).
- 3. Assess requirements for city-wide distribution of waste separation containers.
- 4. Target park, sportsfield, trail and other users to promote the use of open space recycling containers.
- 5. Identify partnership opportunities with Guelph businesses or organizations to encourage sponsorship and stewardship.
- Meet with representatives from the Downtown Board of Management to develop a sustainable streetside recycling program.
- 7. Mandate recycling and composting with Special Events permits.
- 8. Develop promotional and educational materials for event planners and facility users.
- 9. Assess capacity to provide city collection of sorted materials from events.

6.5 Promotion & Advertising

- 1. Re-focus and re-develop the waste management P&E campaign, build in new messages and re-invigorate municipal residents. Community-based social marketing approaches should be considered.
- 2. Develop a recognition program to highlight and share the best waste management practices as demonstrated by organizations and individuals in the City.

6.6 Residential Construction & Demolition Waste

- 1. Mandate recycling through building/demolition permits.
- 2. Develop partnerships and/or pilot studies with local builders.
- 3. Continue to assess opportunities to recycle commingled construction & demolition materials.
- 4. Evaluate variable tipping fees to encourage recycling of shingles, drywall, wood.
- 5. Obtain a Certificate of Approval amendment to store C&D waste at the Waste Resource Innovation Centre.





6.7 Industrial, Institutional and Commercial Waste

- 1. Assess opportunities to liaise with various associations for recycling opportunities.
- Update the Recycling/Disposal Manual for the IC&I Sector.
- 3. Provide recognition to *high performers* in the IC&I Sector and facilitate shared ideas within that sector for waste minimization and diversion programming.

6.8 High Performance Recycling

- 1. The list of items for the blue bag should be revised and refined to include newspaper, cardboard, fine paper, glass, plastics, aluminum and steel beverage and food containers only.
- 2. Additional materials represent a very low volume (and weight), are costly to process and have either very low or no market value.
- 3. The City should regularly review the list of materials in the blue bag.
- 4. The City's current enforcement program should be maintained. Implementation of a userpay program may be challenging in Guelph as only 40% of those responding to the *Waste Management Survey* supported such a program.

6.9 Waste Disposal

- 1. Further consideration of disposal strategies within Guelph is not recommended.
- 2. Waste disposal options including contractual arrangements (municipal or private sector) should be considered further.
- 3. Municipal partnerships for disposal should be explored and municipalities contacted.
- 4. Criteria in future disposal contracting arrangements should include an evaluation of the environmental impact of available disposal sites/facilities with consideration given to leachate management, gas management and utilization, energy consumption, energy production at minimum as a basis to compare disposal options.

When Guelph and the Federation of Canadian Municipalities (FCM) first discussed GMF funding for this Master Plan, it was noted by FCM that Guelph had been a *top performer* and as such the City's diversion target should be high, that is, not necessarily focused on only achieving the provincial target.

The diversion target for Guelph as developed in this Master Plan does indeed exceed the provincial target of 60% and represents, in essence, "the best that Guelph can do" given current industry, regulatory, infrastructure/technology and community/population dynamics. All of the initiatives supported by FCM, including additional initiatives like 'zero waste' and in fact more (e.g. zero waste), has been considered in this Master Planning process.

(4raSWMMP_drafiD812/61196-f-mls/D8)





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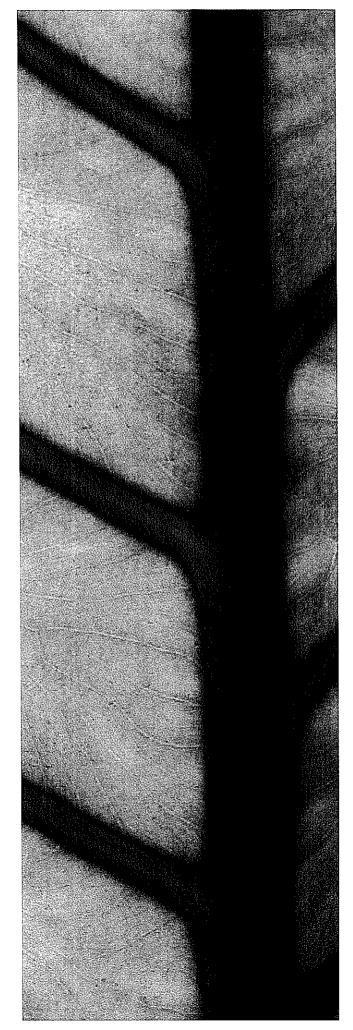
Report Reviewed By:

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Robert Lippett, P. Eng. Senior Environmental Engineer, Principal







COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services September 5, 2008
SUBJECT	Solid Waste Resources Diversion Projects – Update
REPORT NUMBER	Report

RECOMMENDATION

"THAT the update report of the Director of Environmental Services dated September 5, 2008, with respect to Guelph's Solid Waste Resources waste minimization projects be received."

BACKGROUND

The City of Guelph is committed to community and municipal leadership in solid waste management. In building upon past successes, and with the goal of achieving greater waste diversion rates throughout the City, Solid Waste Resources staff are pleased to provide the following update report which briefly summarizes initiatives being worked on over the last year. These efforts have been focused on achieving Council's Strategic Plan Goal 6.4, to generate:

"Less waste per capita than any comparable Canadian city".

The work done by staff is supported by the recommendations contained in the Solid Waste Management Master Plan (SWMMP) and through public input gained at both Open Houses and the formal phone survey conducted by Oraclepoll Research in May, 2008 as part of the SWMMP.

REPORT

The following list provides background information on the diversion projects that Solid Waste Resources staff has been engaged in over the past year. Please refer to Appendix "A" for the current status of each project, next steps and estimated completion time.

1. <u>Solid Waste Management Master Plan (SWMMP)</u>:

The SWMMP outlines many projects which Solid Waste Resources staff have initiated in order to achieve reductions in waste production and disposal in landfills. Staff are also developing plans for many of the other

recommendations outlined in the SWMMP in anticipation of the completion of the Plan.

2. <u>Paint + Reuse Program:</u>

Solid Waste Resources received approval from the Ministry of the Environment in June, 2008 to reopen our Paint + Reuse Program. Materials such as paint, stains, car-care products, unopened containers of antifreeze, cleaning products, grout, drywall compound and cement are inspected for integrity before entering the Reuse Centre. If the material is deemed to be reusable, it is made available for residents of the City of Guelph and the County of Wellington. In the first month of the centre being open, 3031.5L or 1104 items have been signed out by residents for reuse.

3. <u>Guelph ECO Days:</u>

Three Guelph Eco Days were established to bring attention to waste management and to make connections with other environmental issues. ECO days are comprised of an electronic waste drop-off service, composter sales, rain barrel sales, and tours of the Material Recovery Facility. Also in connection to the events are the Goods Exchange Weekends throughout Guelph.

At the two events held so far this year, over 44 tonnes of electronic waste was diverted from landfill and in addition, over 250 rain barrels and over 150 composters were sold.

These events promote the interconnectedness of several different issues by incorporating pollution prevention, nutrient capturing, water conservation, and resource conservation as well as resource sharing within a community.

4. Increased Promotion and Education for All Programs:

In an effort to improve sorting practices, staff have increased media advertising.

Sorting Tips:

Sorting tips have been printed in the City News pages of the Guelph Tribune once per month on average since February of 2008. These tips communicate to residents how they can improve their recycling practices to create higher quality recyclables and make waste collection safer.

Seasonal and Special Collection Print Ads:

Print ads for seasonal and special collection programs and services, such as Yard Waste Collection, Bulky Item Collection, Goods Exchange Weekend, Christmas Tree Collection and Household Hazardous Waste have been redesigned and printed in the Guelph Tribune and the Guelph Mercury as appropriate. The goal is to increase the participation rates in the services offered for specific types of waste.

5. <u>Electronic Waste Recycling:</u>

Electronic waste collection for recycling is being done in conjunction with ECO Days. With the introduction of the Waste Electrical and Electronic Equipment Program Plan (WEEE) and associated funding, staff is evaluating the merits of handling this material on a permanent basis.

6. Zero Waste / New Recycling Program:

With the completion of the New City Hall, a Zero Waste Program incorporating recycling, waste prevention and waste reduction will be implemented to ensure sustainable waste management practices are followed. This program will be rolled out to all City facilities demonstrating to the community that the City practices what it preaches. This work will involve conducting waste audits of all City-owned facilities to determine what must be done to achieve the goals set out.

7. <u>Take It Back Program:</u>

This new internet-based program will be housed on the City's web page and will serve to connect people with businesses and organizations that will reuse, recycle or safely dispose of their unwanted items. As Guelph works towards increasing waste minimization and diversion in the City by focusing on the 3R's, this program will become a very useful tool in helping people to actively work towards these goals. The goal of "Take it Back Guelph" is to provide convenient ways to prevent unwanted items from being landfilled.

8. <u>Multi-Residential Recycling Pilot:</u>

There are many recommendations identified in the SWMMP with regards to recycling in multi-residential complexes. As identified in the Plan, the following steps will be taken:

- i. Contact/survey existing local waste hauling companies to gauge current participation in recycling by the multi-residential sector (above collection service provided by the City).
- ii. Gather information available from the Province regarding multiresidential audit/tonnage data as a benchmark against future pilot project data.
- iii. Implement a Multi-Residential Pilot Study.
- iv. Identify target locations/property managers/owners for promotion and education sweep to promote increased recycling.
- v. Create/Amend by-law(s) to enforce recycling in conjunction with a dedicated multi-residential co-ordinator.
- vi. Modify the building permit process to enforce recycling in new multiresidential developments.
- vii. Assess incentives for recycling including rebates, lower permit fees, and other available options.

9. <u>Plastic Bag-Free Campaign:</u>

Solid Waste Resources is continuing our efforts to partner with businesses in the City to promote reusable bags and develop other efforts to collect plastic bags for recycling. Promotional material will be produced which residents can use to remind themselves to bring reusable bags with them when they go shopping. Solid Waste Resources also intends to work with the businesses to develop a charge on all plastic bags taken from the stores. The aim is to reduce the amount of plastic bag waste and potentially go plastic bag-free in Guelph.

10. <u>Public Open Space Recycling Pilot:</u>

Achieving greater diversion rates in public spaces in Guelph is also identified in the SWMMP. In the future it is hoped that the following steps can be taken to reach these goals:

- i. Meet with other City departments to assess waste collection in parks and public open spaces.
- ii. Conduct a pilot study on collecting high-value recyclables (aluminum cans and plastic bottles) from these areas.
- iii. Assess requirements for appropriate containers/infrastructure for these areas.
- iv. Identify partnership opportunities with Guelph businesses or organizations to encourage sponsorship and support.
- v. Meet with representatives from the Downtown Board of Management to develop a sustainable street side recycling program.

11. Special Event Recycling Pilot and By-laws:

Currently, Solid Waste Resources is providing support to event planners as requested and when resources are available. This includes providing recycling containers, signs, bags, and having a presence on site with a display booth to answer questions and to help people to sort. This has given staff the opportunity to determine what methods will maximize diversion at special events. The next step is to modify the Special Events permits to mandate recycling and composting. In addition, staff will develop promotional and educational materials for event planners and facility users.

12. <u>Pet Waste Disposal:</u>

In response to concerns regarding pet waste in parks, staff will be investigating innovative solutions to collecting this waste for composting at the future organics processing plant. An option is to amend the City's waste collection by-law to allow for non see through bio-degradable pet waste bags to be placed in the green bag.

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.
- 6.4 Less waste per capita than any comparable Canadian city.
- 6.5 Less energy per capita use than any comparable Canadian city.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION N/A

COMMUNICATIONS

N/A

ATTACHMENTS Appendix "A" - Waste Diversion Initiatives

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Report to Community Development and Environmental Services Committee September 5, 2008

APPENDIX "A"

WASTE DIVERSION INITIATIVE	STATUS REPORT	NEXT STEPS	ESTIMATED COMPLETION DATE
Re-open Organics Processing Facility	RFP issued June 6, 2008	RPF closes September 26, 2008	To be decided by RFP responses. Estimate new facility fully operational Q4 2010.
Solid Waste Management Master Plan (SWMMP)	Final Committee meeting held on August 13, 2008	Report to Community Development and Environmental Services Committee September 5, 2008. To Council September 22, 2008.	Project complete.
Paint + Reuse Centre	Approval received from MOE in June 2008 to reopen the centre. 3031.5 L or 1104 items signed- out for reuse in the first month.	Maintenance of promotion and web-based information.	Project complete.
Guelph ECO Days	Second event held August 4, 2008. 22 tonnes of electronic waste collected for recycling. 45 composters sold. 181 rain barrels sold.	Third (final) ECO Day scheduled for October 13, 2008.	Three ECO days to be held in 2009.
Promotion & Education	Sorting tips and seasonal/special collection ads printed as appropriate to communicate improved waste management practices to residents.	Continued sorting tip ads every two weeks in Guelph Tribune; continued seasonal/special ads as needed.	Ongoing.
Electronic Waste Recycling	Currently managing this waste stream on special event days.	Evaluate the draft Stewardship Ontario WEEE program to maximize benefits to the City with the goal of establishing a permanent program.	Ongoing.
Zero Waste / Recycling for City Hall	Conduct a best practice review of municipalities that have successfully implemented Zero Waste Programs.	Decide on containers for City Hall, products for purchase, systems for waste disposal. Conduct waste audits on City-run locations. Develop Corporate "Zero Waste" policy.	Q3 2009.

Report to Community Development and Environmental Services Committee September 5, 2008

APPENDIX "A"

WASTE DIVERSION INITIATIVE	STATUS REPORT	NEXT STEPS	ESTIMATED COMPLETION DATE
Take It Back Program	Developing database of existing industries in Guelph that "take back" various materials for reuse.	Complete web information. Register businesses and organizations, complete due diligence visits, post to web.	Q4 2008.
Multi-Residential Recycling Pilot	Currently finalizing pilot logistics and are sourcing infrastructure to complete pilot.	Initiate a pilot project in a 100- unit apartment complex.	Q3 2009.
Plastic Bag-Free Campaign	Identify additional retail stores to partner with.	Partner with businesses to promote the use of reusable bags. Develop promotion and education program.	Ongoing.
Public Open Space Recycling Pilot	Reviewing lessons learned from successful pilot program that was conducted in Quebec and are developing a list of potential private sector companies to approach to partner with the City.	Secure private partners and finalize pilot plan.	Q4 2009.
Special Event Recycling Pilot and By-laws	Solid Waste Resources staff have set-up information booths and recycling programs at Canada Day, Jessica's Walk, the PowerDown BBQ, and the City's Staff Appreciation BBQ. The next event will be at Rib Fest.	Update Special Event permits to mandate recycling and composting. Develop relevant promotion and education material to support this program.	Q2 2009.
Pet Waste Disposal	Staff are currently reviewing how other municipalities with curbside SSO collection programs manage pet waste disposal.	Amend current waste collection by-law to incorporate recommended changes.	Q1 2009

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee	
SERVICE AREA DATE	Environmental Services September 5, 2008	
SUBJECT	Drinking Water Quality Management System	
REPORT NUMBER	plementation – Information for Council	

RECOMMENDATION

"THAT the report of the Director of Environmental Services dated September 5, 2008 entitled <u>Drinking Water Quality Management System Implementation -</u> Information for Council be received;

AND THAT Council, as designated owner of the City of Guelph Waterworks under the Provincial Drinking Water License initiative, authorize the Director of Environmental Services to submit, on Council's behalf, all required applications and supporting documents required under the Drinking Water License initiative;

AND THAT staff be directed to report back to Council with information regarding procedures for communicating compliance with Provincial Drinking Water Legislation."

BACKGROUND

The Province has initiated a Drinking Water Quality Management Standard that is part of the Municipal Drinking Water Licensing requirements. <u>In order for the City of Guelph to continue to operate the drinking water system, the requirements of the Municipal Drinking Water License must be met.</u> This standard applies to all of Ontario's municipal water utilities.

To meet the requirements of the Drinking Water Quality Management Standard, the City of Guelph Waterworks has hired a Quality Assurance Coordinator and recently contracted BRI International to assist with the task of implementing Phase 1 and 2 of the Drinking Water Quality Management Standard in order to meet a legislated deadline of <u>Feb. 1, 2009</u>. Waterworks also intends to utilize BRI International service's for Phase 3.

The following section lists the roles and responsibilities that the owner (Corporation of the City of Guelph and Council) and operating authority (Environmental Services, Waterworks) are required to meet in order to obtain the Municipal Drinking Water License.

Owner (Corporation of the City of Guelph and Council):

- Submit applications for a Drinking Water Works Permit (DWWP) and a Municipal Drinking Water License (MDWL);
- Have a valid Permit to Take Water (PTTW);
- Ensure compliance with license and its components;
- Endorse and submit the operational plan to the Ministry of Environment;
- Develop financial plans based on prescribed requirements;
- Ensure that the water system is being operated by an accredited operating authority.

Operating Authority (Environmental Services, Waterworks):

- Together with the owner, develop an operational plan and implement a Quality Management System (QMS) in compliance with the Drinking Water Quality Management Standard;
- Ensure owner endorsement of the operational plan;
- Submit an application and operational plan to the accreditation body for an audit after the owner submits the operational plan to the Ministry of Environment.

REPORT

A Municipal Drinking Water License is an approval that will be issued by the Ministry of Environment to the owner under the Safe Drinking Water Act for the operation of municipal residential drinking water systems. A license will be issued once the owner has the following in place for its system:

1. Drinking Water Works Permit:

A permit to establish or alter a drinking water system (together with a license, this will replace the Certificates of Approval).

2. Permit to Take Water:

A valid Permit to Take Water is required to be in place before a license is issued. The Director appointed under the Safe Drinking Water Act, must be satisfied that the system will be operated in accordance with the requirements under the Safe Drinking Water Act and the proposed conditions of the license.

3. Accepted Operational Plan:

The plan will be based on the Drinking Water Quality Management Standard and will document an operating authority's Quality Management System (QMS).

4. Accreditation of the Operating Authority:

A third-party audit of an operating authority's Quality Management System will be the basis for accreditation.

5. Financial Plan:

Is required under the related Financial Plans Regulation 453/07.

The City of Guelph Waterworks is in a strong position to complete the Drinking Water Works Permit (#1 above) and Permit to Take Water (#2 above)

requirements. Work over recent years has required the Certificates of Approval and Permit to Take Water to be updated regularly. As a result, Waterworks only has to review and update for the 2008 year, and apply for the Drinking Water Works Permit, once the Ministry of Environment has made the application forms available. The forms are expected to be available in the fall of 2008.

The acceptance of an operational plan, (#3 above), requires documentation of the Drinking Water Quality Management Standard (DWQMS) and a framework of a Quality Management System (QMS) to be in place by <u>February 1, 2009</u>. Waterworks is currently working to complete this task which requires evaluation and documentation of 21 elements of the Drinking Water Quality Management Standard, including: internal organizational structures, policies and procedures, document and record controls, training requirements, risk assessment and infrastructure renewal and rehabilitation. The completion of this task requires Council to commit and endorse the Operational Plan by <u>February 1, 2009</u> so that it can be submitted to both a third party auditor and to the MOE.

Once the operational plan is completed and submitted, the accreditation process of the operating authority will require Guelph Waterworks to implement the Quality Management System (QMS) and prepare for internal and external audits in order to receive accreditation (#4 above).

Finally, a Financial Plan will be required (#5 above). This is the last step to obtaining the Municipal Drinking Water License. The Financial Plan requires owners to practice full accrual accounting to project certain elements of financial position, statements of operations, statements of cash flow, and project this information over a minimum of six years. The financial plan must be:

- Submitted to the Ministry of Municipal Affairs and Housing; and
- Made available to the public at no cost on the internet.

The first Financial Plan is required to be completed by July 2010 or 6 months after is a second seco

CORPORATE STRATEGIC PLAN

The Municipal Drinking Water License and implementation of the Quality Management System aids the City of Guelph in meeting strategic objective 6.3, and maintaining a safe reliable local water supply

FINANCIAL IMPLICATIONS

Future financial implications include obtaining and maintaining:

- the Municipal Drinking Water License;
- the Quality Management System;
- the cost of third party audits; and
- striving to meet conformance and optimization issues as a result of the Quality Management System.

Staff will be identifying potential financial impacts of this initiative through the 2009 and beyond budget processes.

DEPARTMENTAL CONSULTATION

To implement the DWQMS, Waterworks is working with support from various departments including:

- Finance Department
- Human Resources Department
- Information Services Department City Clerk's Division
- Information Services Department IT Services
- Community Design and Development Services Engineering Services

COMMUNICATIONS

Waterworks will continue to provide Council with project updates, information reports, and presentations to ensure understanding and support for this initiative. With the assistance of BRI International, Waterworks is planning a more detailed presentation in October/November.

ATTACHMENTS

- Appendix "A" MOE Fact Sheet A Municipal Drinking Water Licensing Program Overview
- Appendix "B" BRI Inc Presentation Drinking Water Quality Management Standard (DWQMS) Implementation

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A Municipal Drinking Water Licensing Program Overview

Introduction

The Ontario Government is implementating the Municipal Drinking Water Licensing Program as recommended by Justice O'Connor in the Part II Report of the Walkerton Inquiry.

Justice O'Connor recommended a new approvals framework for municipal drinking water systems, which would require owners to obtain a licence to operate their systems as well as incorporate the concept of quality management into their operations. In order to meet these recommendations, the Ministry of the Environment (MOE) has developed the Municipal Drinking Water Licensing Program, implemented under the Safe Drinking Water Act, 2002 (SDWA). The Licensing Program will replace the existing approvals program for municipal residential drinking water systems.

What is a Municipal Drinking Water Licence?

A municipal drinking water licence is an approval that will be issued by the MOE to owners under the SDWA for the operation of municipal residential drinking water systems. A licence will be issued once the owner has the following in place for its system:

1. A Drinking Water Works Permit (DWWP)

 a permit to establish or alter a drinking water system (together with a licence, this will replace the certificates of approval)

- 2. An Accepted Operational Plan
 - the plan will be based on the Drinking Water Quality Management Standard (DWQMS)
 - the plan will document an operating authority's quality management system (QMS)
- 3. Accreditation of the Operating Authority
 - a third-party audit of an operating authority's QMS will be the basis for accreditation
- 4. A Financial Plan
 - as required under the Financial Plans Regulation

5. A Permit to Take Water (PTTW)

• a valid PTTW is required to be in place

Also, before a licence is issued, the Director appointed under the SDWA must be satisfied that the system will be operated in accordance with the requirements under the SDWA and the proposed conditions of the licence.

Remember, this is only a summary To be clear about your specific legal requirements, you should refer to the Safe Drinking Water Act, 2002, and the regulations and other instruments made under that Act. For more information, please access the Drinking Water Ontario portal at www.ontario.ca/drinkingwater or the Ministry's Public Information Centre at 1-800-565-4923.

Protecting our environment.



(V) Ontario

Benefits of implementing a Quality Management System

Implementing a QMS for a municipal residential drinking water system has a number of benefits:

- greater efficiency and effectiveness which can minimize duplication
- improved management of the drinking water system as consistent policies and procedures are communicated throughout the organization
- enhanced management and operation of a municipal residential drinking water system that supports the production of safe drinking water
- roles and responsibilities are clearly defined and documented
- increased communication between the owner and the operating authority
- helps to facilitate community confidence in the drinking water supply and helps to fulfill the needs and expectations of consumers

Submission Dates

Owners are required to submit their operational plans and applications for a DWWP and licence on or before the dates prescribed by the Licensing of Drinking-Water Systems Regulation (O. Reg.188/07). The dates are phased over an 18 month period.

Large Municipalities

- January 1, 2009 to February 1, 2009
- over 100,000 total service population

Medium Municipalities

- March 1, 2009 to February 1, 2010
- 1,001 to 100,000 total service population

Small Municipalities

- March 1, 2010 to June 1, 2010
- 1,000 or less total service population.

Operational Plan Options

Three options are available for the submission of initial operational plans:

Option 1 Limited Scope - Partial DWQMS

- the owner will document and implement 12 key elements of the DWQMS
- the operating authority will be accredited upon successful completion of an audit based on the documentation and implementation of these sections
- the remaining sections must be documented and implemented within 12 months of receiving a certificate of accreditation (limited scope). Upon successful completion of an audit, a certificate of accreditation (full scope) will be issued

Option 2 Limited Scope - Entire DWQMS

- all elements of the DWQMS will be documented in the operational plan but are not required to be implemented
- the operating authority will be accredited upon successful completion of an audit of the operational plan document
- the full QMS must then be implemented within 12 months of receiving a certificate of accreditation (limited scope). Upon successful completion of an audit a certificate of accreditation (full scope) will be issued

Option 3 Full Scope - Entire DWQMS

- all elements of the DWQMS will be documented and implemented
- the operating authority will be accredited upon successful completion of an audit of both the operational plan document and the implementation of the QMS and will receive a certificate of accreditation (full scope) from the accreditation body

Roll-out of the Municipal Drinking Water Licensing Program

The requirement for owners of municipal residential drinking water systems to submit an operational plan and applications for a DWWP and a licence will be phased in over 18 months. Dates for these submissions will start January 1, 2009, with large municipalities in the first two months, followed by medium municipalities and then small municipalities geographically from the southwest to the southeast to the north.

When an owner of a municipal residential drinking water system submits documents to the MOE, the operating authority will have to submit the operational plan to the third-party accreditation body. The accreditation body will accredit the operating authority based on a successful audit.

It is anticipated that the MOE will be entering into an agreement with a third-party accreditation body in late summer 2007.

Responsibilities

Owner:

- submit applications for a DWWP and a municipal drinking water licence
- endorse and submit the operational plan to the MOE
- develop financial plans based on prescribed requirements (proposal can be found on the Environmental Bill of Rights Registry)
- ensure that the system is being operated by an accredited operating authority

Operating Authority:

- together with the owner, develop an operational plan and implement a QMS per the DWQMS
- ensure owner endorsement of the operational plan
- submit an application and operational plan to the accreditation body for an audit after the owner submits the operational plan to the MOE

Accreditation Body and Auditor:

- audit the operational plan and the QMS to verify conformance with the DWQMS
- accredit the operating authority per the auditor's recommendations
- provide a copy of the audit report to the MOE for the purpose of issuing a licence

Ministry of the Environment:

- receive, review and accept/approve documentation relating to the Municipal Drinking Water Licensing Program's components of the SDWA and its associated regulations (e.g. operational plans and applications for DWWPs and licences, etc.)
- issue DWWPs and licences to municipal residential drinking water system owners

The Audit Cycle

The audits of the operating authority's QMS will be based on the ISO industry standard of a three year cycle.

• Initiated when the operating authority receives a certificate of accreditation (full scope)

Year 1 - Surveillance Audit

desktop review only, no on-site visit intended

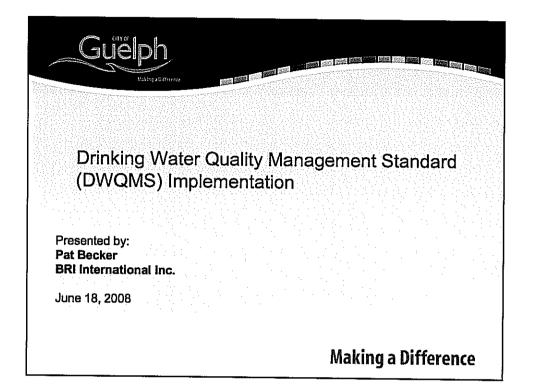
Year 2 – Surveillance Audit

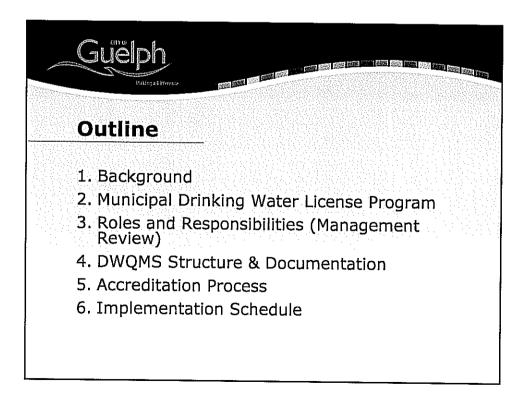
same as above

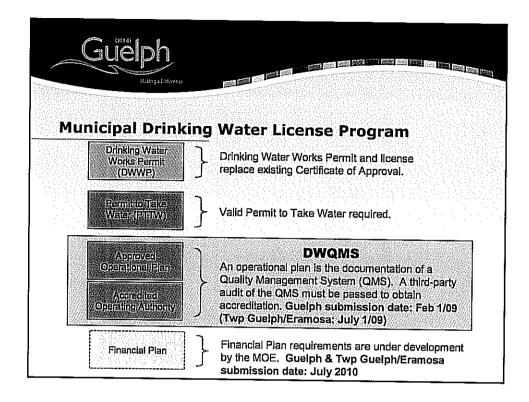
Year 3 - Re-accreditation Audit

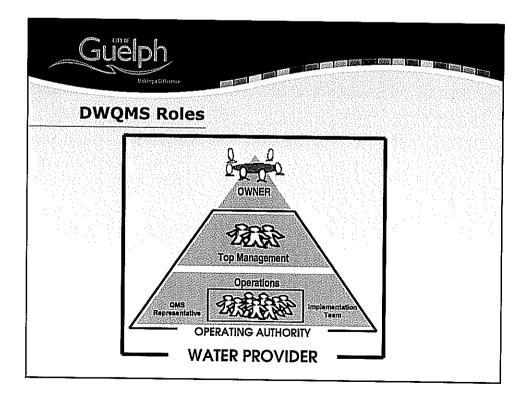
will include a desktop and on-site audit of the QMS

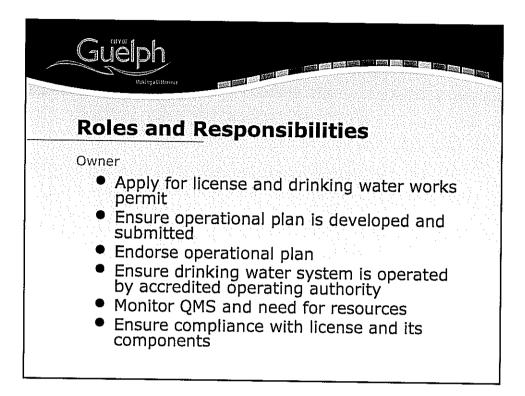
The followi	ng materials and resources are available:
develop an opera	nent on how to implement the DWQMS (e.g., how to tional plan). The document also includes templates for xamples of operational plans
Program informat www.ontario.ca/d	tion and updates on <i>Drinking Water Ontario</i> rinkingwater
A pocket guide on language summar	what an owner needs to do to get a license and a plain- y of the DWQMS.
he following ma	aterials and resources are under development:
Primer package – required	fact sheets, brochure, and other guidance material as
MOE workshops a and implement the	cross the province (how to prepare an operational plan e DWQMS) starting fall 2007
Training by the W	alkerton Clean Water Centre

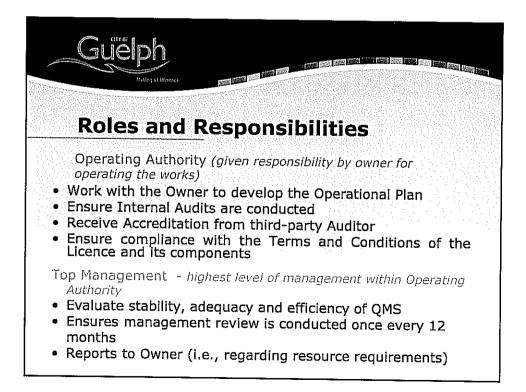


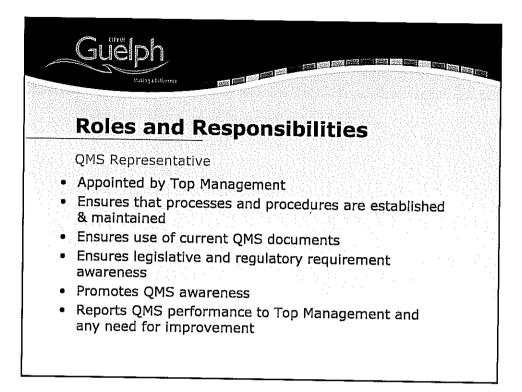


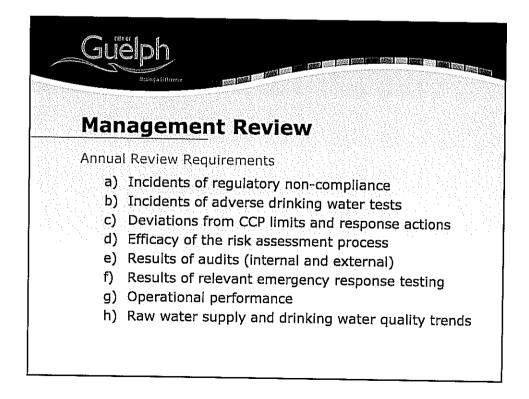


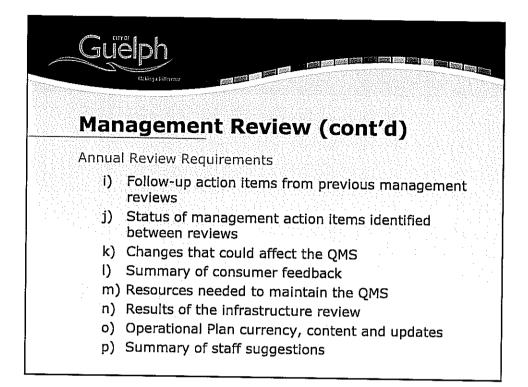


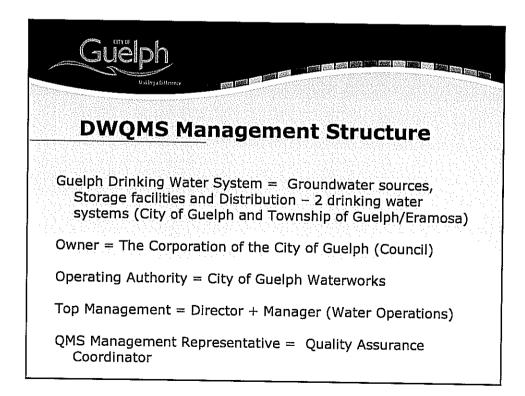


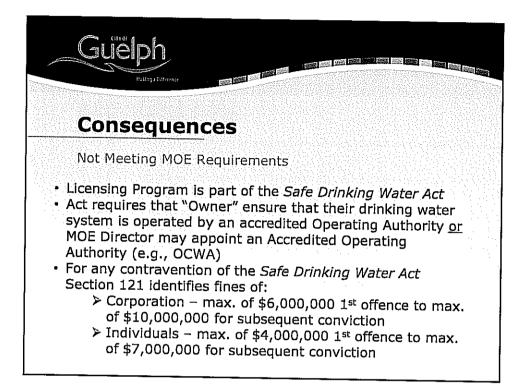




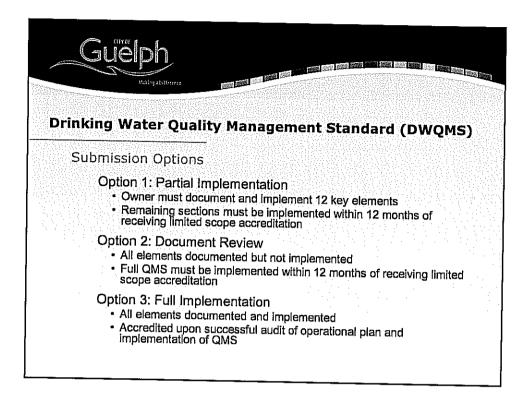


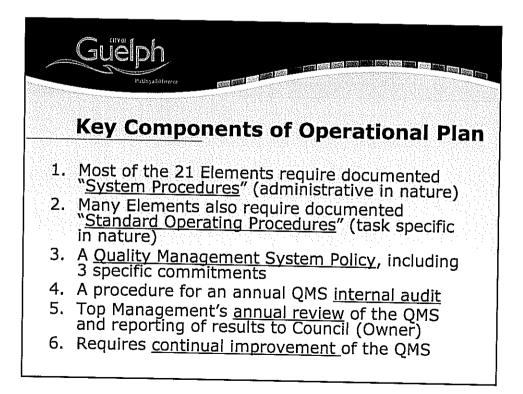


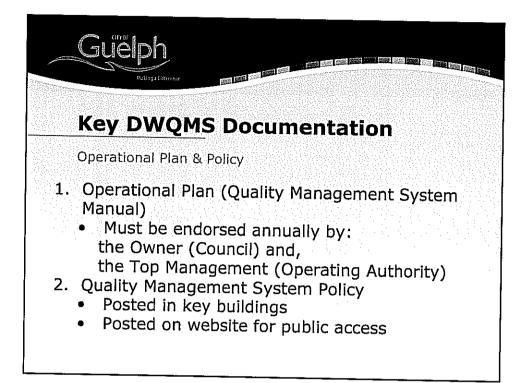


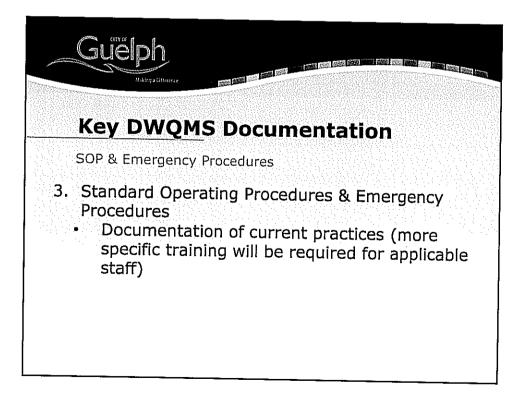


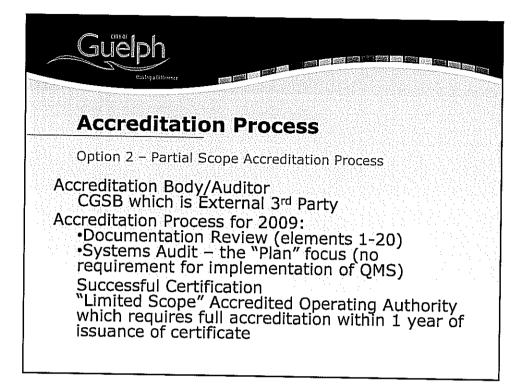
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	DWQMS Requirem		
	PLAN / DO	12. Communications	
1.	Quality Management System	13. Essential Supplies and Services	
2.	Quality Management System Policy	14. Review and Provision of Infrastructure	
З.	Commitment and Endorsement from Top Management	15. Infrastructure Maintenance, Renabilitation and Renewal	
4.	OMS Representative	16. Sampling, Testing and Monitoring	
5.	Document and Records Control	17. Measurement Equipment Calibration and Maintenance	B.
6.	Drinking Water Systems Description	18. Emergency Management	
7.	Risk Assessment	CHECK	
8.	Risk Assessment Outcomes	19. Internal Audit	
9.	Organizational Structure, Roles and Responsibilities	20. Management Review	
10.	Competencies	IMPROVE	
11.	Personnel Coverage	21. Continual Improvement	



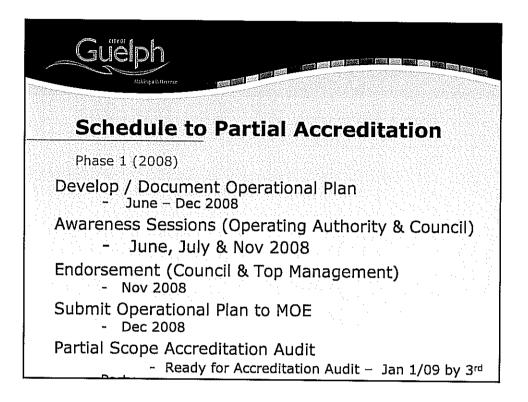


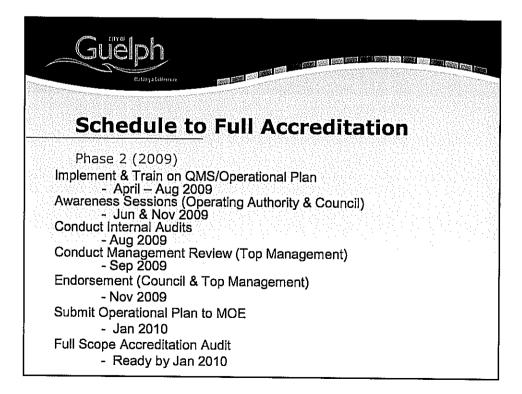






Accreditation Process
Full Scope Accreditation Process
Accreditation Body/Auditor CGSB which is External 3 rd Party
"Full Scope" Accreditation Process for 2010.
Documentation Review Systems Audit – the "Plan" focus
On-Site Verification Audit – the "Do" focus,
Successful Certification
Accredited Operating Authority
Subsequent Audit Cycles:
Year 3 (2012) - Surveillance Audit,
Subsequent Audit Cycles: Year 2 (2011) – Surveillance Audit, Year 3 (2012) – Surveillance Audit, Year 4 (2013) – Re-accreditation Audit





COMMITTEE REPORT



то	Community Development and Environmental Services Committee	
SERVICE AREA DATE	Community Design and Development Services Friday, September 5, 2008	
SUBJECT	Sign By-law Exemption Request for 1 and 2 Kortright Road East	
REPORT NUMBER	08-93	

RECOMMENDATION

"THAT Report 08-93 regarding a sign variance request for 1 and 2 Kortright Road East from Community Design and Development Services, dated September 5, 2008, BE RECEIVED and;

THAT, the request for a variance from the Sign By-law for 1 and 2 Kortright Road East to permit one sign for third party advertising to be situated on the existing brick wall, in lieu of the by-law requirement of no third party advertising, BE REFUSED."

BACKGROUND

The City of Guelph has received a Sign By-law Variance request for 1 and 2 Kortright Road East (see Schedule "A"- Location Map and Sign) on behalf of the local neighbourhood association. Previously, in January 2007, the City acted upon a complaint received regarding signage for a local landscaping company on the two subject properties. The landscaping company had been maintaining the landscaped areas and had signage indicating such. The City acted upon the complaint due to the Sign By-law regulation 7 (1) (d) Location of Signs Restricted that states:

7 (1) No person shall erect or display any sign:

(d) other than a municipal election sign, garage sale sign, portable open house or model home directional sign within a public road allowance, banner on the Norfolk Street pedestrian overpass, mobile sign being used by a non-profit organization, poster or billboard, **on any property other than the property to which the advertisement on said sign pertains**; Since the landscaping company does not own or have business located on the property, the signage was subsequently removed and in the spring of this year the landscaping company was no longer involved in the ongoing maintenance of the landscaping. The landscaping company has recently performed a one time maintenance of the landscaping as noted on Schedule "B", Site Photographs.

REPORT

The subject landscaped areas (see Schedule "B" Site Photographs) are on private property. The existing brick wall and landscaping were the subject of Committee of Adjustment application A-49/86 (see Schedule "C"- Committee of Adjustment Decision). Variances were approved with conditions to allow the entrance features of the subdivision on private property. The owners were to "maintain in good and tidy appearance, the boundary fence along the Gordon Street property line" and "further agree to maintain in good and tidy appearance, that portion of their lot located between the Kortright Road right-of-way and the boundary fence."

Approximately 9 years ago, Tim Horton's and Manor Landscaping approached the neighbourhood association with an offer to maintain the landscaping. Previously, the neighbourhood association was maintaining the landscaping with limited success and much time and effort. The offer was welcomed. Manor Landscaping asked to erect a small sign (8" x 10") (See Schedule "A" – Location Map and Sign) indicating that the upkeep of the landscaping was being donated by both businesses. No City approvals were given to the signage. The arrangement ended when the sign was found to contravene the by-law and enforcement was required.

The applicant for this application is the neighbourhood association on behalf of the owners. The neighbourhood association has provided a sixty name petition and a letter stating their concerns and request (see Schedule "D"- Letter).

Staff is recommending refusal of the application because it does not meet the intent of the Sign By-law with respect to third party advertising. Staff is concerned that the approval of this type of third party advertising could lead to setting a precedent. Staff realizes that this is a gateway feature into the subdivision, however the Committee of Adjustment approval was given with conditions related to the upkeep of the landscaping and the present owners have been reminded of such.

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

ATTACHMENTS

Schedule "A"- Location Map and Sign Schedule "B"- Site Photographs Schedule "C"- Committee of Adjustment Decision Schedule "D"- Letter

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

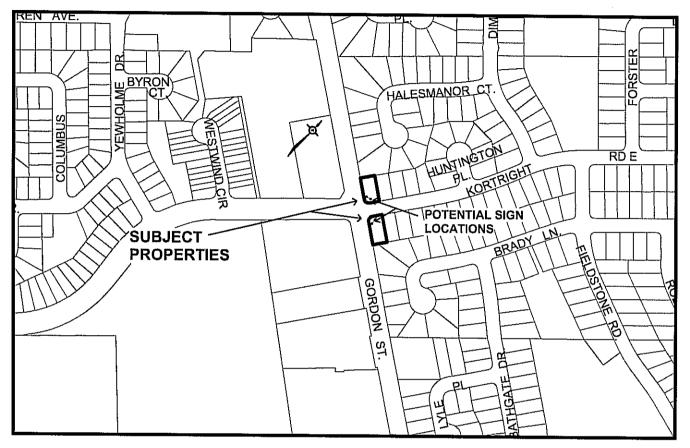
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Recommended By: Jim Riddell Director, Community Design and Development Services 837-5616 ext. 2361 jim.riddell@guelph.ca

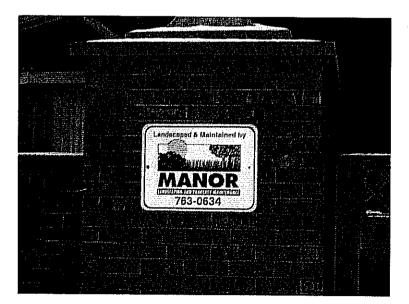
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SCHEDULE "A"

LOCATION MAP



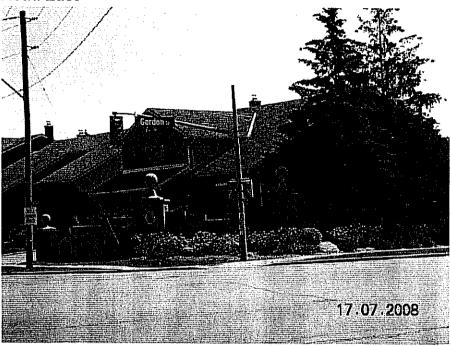
SIGN



SCHEDULE "B"

SITE PHOTOGRAPHS

1 Kortright Road East



2 Kortright Road East



*Please note that Manor Landscaping has serviced both landscaped areas recently.

SCHEDULE "C"

COMMITTEE OF ADJUSTMENT DECISION

Application Number A-49/86

Moved, seconded and carried:

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"THAT in the matter of an application under Section 44(1) of the Planning Act 1984, a variance from the requirements of Section 6.7.2.1 of Zoning By-law (1971)-7666, as amended for the West Part of Lot 3, Concession 8, formerly the Township of Fuslinch, now in the City of Guelph, to recognize the location of a proposed boundary fence along the westerly limit (Gordon Street) of a proposed plan of subdivision having a height of approximately 2.0 metres (6.5 feet) in lieu of the required 1.2 metres (4 feet); and to construct wood and masonry entrance gates at the subdivision entrance at the intersection of Gordon Street and Kortright Road with a height of approximately 2.8 metres (9.19 feet) in lieu of the required 1.2 metres (4 feet); be approved, subject to the following conditions: -

 That the developer agrees to include the following clauses in his agreement of purchase and sale, as well as in the deeds affecting Lots 1, 28 to 33 and 64; and provide the City with a copy of the deeds to indicate that this clause is included in the deeds.

The owners/purchasers agree to maintain in good and tidy appearance, the boundary fence along the Gordon Street property line, without modification.

The owners/purchasers of Lots 1 and 64 further agree to maintain in good and tidy appearance, that portion of their lot located between the Kortright Road right-of-way and the boundary fence.

That the construction of the proposed fence not be allowed to conflict with the location of planned hydro facilities to be installed in the Halesmanor Heights Subdivision.

 That the design of the entrance gates be subject to the approval of Guelph Hydro as they relate to the planned overhead pole line on Kortright Road.

Application Number A-49/86 Moved, seconded and carried:

1.

2.

Reason for approval being: -

The general intent and purpose of the Zoning By-law and Official Plan will be maintained."

res of Members of Committee concurring in this decision £. --> CERTIFICATION

I hereby certify this to be a true copy of the Decision of the Guelph Committee of Adjustment and this decision was concurred in by a majority of the members who heard this application at a meeting duly held on the 8th day of April, 1986

Dated this 14th day of April, 1986 Notice: The last day on which a notice of appeal to the Ontario Municipal Board may be filed is May 8, 1986 Kim Jaufull Kim Fairfull, Secretary-Treasurer, Committee of Adjustment.

SCHEDULE "D"

LETTER

19 Fieldstone Rd. Guelph, Ont. N1L 1A6 June 18, 2008

Mr. Patrick Sheehy By-law Enforcement Officer Building Division, City Hall Corporation of the City of Guelph 59 Carden St. Guelph, Ont. N1H 3A1

Dear Mr. Sheehy

We are neighbours who are concerned with the appearance of the gardens at Gordon and Kortright and we strongly support this application for a sign variance. For years our neighbourhood association struggled to maintain these gardens ourselves, hauling wagonloads of water to the corner and organizing teams of volunteers to weed and trim the overgrowth. Still, the upkeep was more than we could manage and the gardens never looked tidy or properly cared for. We always felt they made a poor impression for anyone visiting the Guelph community.

When the owners of Tim Horton's and Manor Landscaping approached our neighbourhood association approximately 9 years ago, we gratefully accepted their offer to maintain the gardens. They wanted to give something back to the neighbourhood and we welcomed this gesture. In return, they asked to put up a small and tasteful sign indicating that the upkeep of the gardens was being donated by both businesses. This arrangement has worked perfectly. We have all been extremely thankful for the colorful and tidy appearance of the gardens which we feel do not only beautify the entrance to our neighbourhood but also improve a very busy and visible intersection seen by many visitors and residents alike. The size of the gardens makes them very difficult for the homeowners at the corner to maintain in a professional manner. At best, they could only mow the surrounding grass. The crew from Manor Landscaping regularly applied fresh mulch, weeded, trimmed, replaced dead plants, picked up garbage and tidied up after themselves. They have done a fabulous job!

We would all be grateful if Tim Horton's and Manor Landscaping could continue with this much appreciated community project. We also feel they deserve to be acknowledged for their effort, time and generosity with a simple and tasteful sign.

Thank you for considering this application.

Amstra Deb Armstrong

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA	Community Design & Development Services
DATE	September 5, 2008
SUBJECT	Backflow Prevention Regulations
REPORT NUMBER	08-88

RECOMMENDATION

"THAT City Council adopt amendments to Schedule "A" of By-law (1991)-13791 in accordance with Community Design and Development Services report 08-88 dated September 5, 2008.

BACKGROUND

A new schedule to the City's By-law to regulate the supply of water was enacted by City Council in 2000 as the result of a cross connection to the potable water supply in 1997 which caused a potential contamination to a significant portion of the City's water supply. This schedule created Backflow Prevention regulations and Building Services subsequently initiated a program to implement these regulations. The Ministry of the Environment has recommended that all municipalities protect the public potable water supply from the potential hazards of a backflow incident by implementing and maintaining a Cross Connection Control Program. It should be noted this is a voluntary program that a municipality may choose to enact at this time.

A Cross Connection is an actual or potential connection between any part of a potable water system and any source of pollution or contamination. A Cross Connection Control Program is designed to eliminate cross connections where possible and when required, it will regulate the selection, installation and maintenance of backflow preventers. A backflow preventer is a mechanical device installed in either the public or private potable water delivery systems designed to prevent the reversal of the normal flow of water within these delivery systems.

Other municipalities which have implemented similar programs include Woodstock, London, Brantford, St. Catherines, Kitchener, Cambridge, Center Wellington, Midland, Peterborough, Toronto, Halton Region and Barrie. Staff believes the City of Guelph is the first municipality in the Province to successfully complete the first stage of a Cross Connection Control Program, which involves the retrofitting of all industrial, commercial, institutional and large multi-residential (ICI) facilities within the City to comply with the by-law requirements. The City has achieved a compliance rate of over 99% of all known ICI properties. Staff currently monitor over 2,300 properties containing more than 4,800 individual backflow preventers. Due to the fact that no other municipality within the Province had successfully implemented a complete Cross Connection Control Program, it was necessary to develop the policies and procedures for the City of Guelph's program on an ongoing basis.

Staff consulted with our industry partners, the majority of whom are mechanical contractors, at an information session in November of 2007 on suggested enhancements and improvements to the regulations and program. A number of the proposed amendments to this Schedule "A" have resulted from this forum and are discussed below.

REPORT

The proposed amendments to Schedule "A" of the By-law to regulate the supply of water [By-law (1991)-13791] incorporate recent changes in the Ontario Building Code and CSA Standard B64-10 and also reflect current industry standards and best practices for mechanical contractors.

The amendments allow for a broader scope of work that can be performed by our industry partners which could reduce the cost of maintaining and testing of the backflow devices by the owners and tenants of these facilities.

The amendments also contain a new clause in order to strike a balance between the provisions of new or updated standards and existing installations that may not comply with those standards. This approach is not uncommon where a property owner could be subject to very significant expenditures if their existing facility, which is in compliance with the current by-law and is not a safety issue, had to be retrofitted due to new or updated standards.

Attachment A to this report summarizes the significant amendments to the Schedule.

Attachment B to this report is the proposed new Schedule "A" to be included in the By-law.

Attachment C to this report is the current Schedule "A" not including the appendices.

CORPORATE STRATEGIC PLAN

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

A community-focused, responsive and accountable government, and,

A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS

The estimated financial commitment to administer this program in 2009 is approximately \$80,000. This continues to be funded entirely from water revenues and is recovered by Environmental Services through their user pay budget.

DEPARTMENTAL CONSULTATION

Legal Services, Environmental Services

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment A, Summary of Proposed Amendments to Schedule "A"

Attachment B, New Schedule "A" to By-law Number (1991)-13791

Attachment C, Existing Schedule "A" to By-law Number (1991)-13791 (excluding appendices)

Prepared By: David Auliffe Plumbing Inspector III 519-837-5615 ext 2425 David.auliffe@quelph.ca

Recommended By: Bruce A. Poole Chief Building Official 519-837-5615, ext. 2375 Bruce.poole@guelph.ca

Recommended By: Robert Reynen Manager of Inspection Services 519-837-5615 ext 2386 rob.reynen@guelph.ca

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Recommended By: James N. Riddell Director Community Design & Development Services 519-837-5615 ext 2361 James.riddell@guelph.ca

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SUMMARY OF PROPOSED AMENDMENTS TO BACKFLOW PREVENTION REGULATIONS SCHEDULE "A", BY-LAW NUMBER (1991)-13791

EXISTING	PROPOSED AMENDMENT			
2.0 "ASSE", "AWWA", "Installation Guide"	Deleted these definitions as they are no longer			
	referenced in the schedule.			
2.0 "tester"	2.0 Amended definition to "qualified person" and			
	updated reference to current Licensing By-law.			
2.0 "Cross Connection Control Survey	2.0 Amended these definitions to reflect best			
Form", "Test Report", "Test Tag"	practices and industry preferences.			
nil	2.0 Added new definition for "Untreated Water".			
4.0	4.0 Amended this clause to add "Untreated Water"			
	to restrictions on what may be connected to potable			
	water supplies.			
7.2.2	7.2.2 Amended this clause to allow City staff to			
	determine type of protection required, eliminates an			
	owner from retaining a Professional Engineer.			
7.3	7.3 Amended this clause to allow flexibility when a			
	unique situation is encountered.			
7.4	Deleted former clause which was redundant.			
	7.4 Added new clause to allow existing approved			
	devices to remain notwithstanding changes to			
	standards or guidelines provided the safety of the			
	water supply is maintained.			
8.0.1	8.0.1 Amended this clause to reflect current,			
	recognized industry practice.			
9	9 Entire section revised to reflect current,			
	recognized industry practices for testing of devices.			
	Responsibilities are also outlined more clearly.			
10	10 Amended this section by including additional			
	resources to assist an inspection. Also clarified			
	requirements if non-compliance with the schedule			
	exists.			
12	Deleted this section as it was no longer relevant			
Appendix "A"	Appendix "A" Deleted allowance for a Professional			
	Engineer or Engineering Technologist to perform			
	functions in this appendix. No one in either of these professions have become qualified or licensed since			
	the inception of the program.			
	Expanded the authorized functions for licenced			
	tradespersons to perform additional work which			
	will be more efficient and could reduce the cost for			
	owner's to remain in compliance with the schedule.			
Amondia "C"	Appendix "B" Amended this appendix to reflect			
Appendix "C"	changes in the CSA standard, provide more clarity			
	in application and to assist our industry partners.			
Amondiage "D" "T" "" and "E"	Deleted these appendices as they were not required			
Appendices "B", "D", "E" and "F"	to be included in the schedule. Their existence in			
	the schedule was onerous on our industry partners			
	and did not reflect best practices.			
	and the not remove beat practices.			

SCHEDULE "A"

of By-law Number (XXXX)-XXXXX being new Schedule "A" to By-law Number (1991)-13791

1. SHORT TITLE

1.0 This Schedule may be cited as the "Backflow Prevention Regulations".

2. INTERPRETATION

2.0 For the purposes of this Schedule, the following terms shall have the corresponding meanings:

"Authorized Functions List" means the list of functions and the persons authorized to carry out such functions as set out in Appendix "A" of this Schedule;

"*auxiliary water supply*" means, when applied to any premises, any water supply on or available to the premises other than the primary *potable water* supply for the premises;

"backflow" means the flowing back of or reversal of the normal direction of flow of water;

"backflow prevention device" means a device that prevents *backflow* certified to the *CSA Standard*;

"*building*" shall have the same meaning as set out in the Building Code Act, S.O. 1992, chap. 23, as amended, or any successor thereof;

"*City*" means the Corporation of the City of Guelph and includes its employees, servants and agents;

"cross connection" means any actual or potential connection between a *potable* water supply or system and any source of pollution or contamination and includes any by-pass, jumper connection, removable section of pipe, swivel or changeover device and any other temporary or permanent connecting arrangement through which *backflow* may occur;

- "cross connection control survey form" means a form acceptable to the *City* containing information related to the types of *cross connections* and the method of protecting those *cross connections* within any *building* or *structure*. The form must also contain *owner* and contact information for the *property*;
- "CSA Standard" means the document entitled B64.10-07/B64.10.1-07 Selection and installation of backflow preventers/Maintenance and field testing of backflow preventers published in 2007 by the Canadian Standards Association, or any successor thereof;

"owner" means any person, firm or corporation having control over *property* to which this Schedule applies and includes the *owner* registered on the title of the *property* and any occupant of any *building* or *structure* located on such *property*;

"potable water" means water that is safe for human consumption;

"*premise isolation*" means isolation of the water located within a *building* or *structure* from the *City*'s water supply;

"property" means any land within the City of Guelph and includes all buildings or structures;

"*qualified person*" means a person who is employed by a company that is licensed as a tester of *backflow prevention devices* under the *City's* Licensing By-law (2004)-17551, or any successor thereof; *"Selection Guide"* means the *Backflow Prevention Device Selection Guide* as set out in Appendix *"B"* of this Schedule;

"*source isolation*" means isolation of the water located within or having flowed through a source or potential source of contamination within a *building* or *structure* including a device, machine, water system or the like, from any *potable water* system;

"*structure*" means anything constructed or built permanently or temporarily which is provided with a source of *potable water*;

"test report" means a test report acceptable to the *City* containing information related the *qualified person's* name, certification number, employer name, contact information, serial number of test kit and last calibration date of test kit. The test report must also contain the make, model, serial number, size, type, location, purpose, installation address and test results of the *backflow prevention device*. The form must also contain *owner*, occupant and contact information for the *property*;

"*test tag*" means a tag acceptable to the *City* containing information related to the make, model, serial number, size, type, location, purpose, installation address and test history of the *backflow prevention device*;

"*untreated water*" means any water not subject to the requirements of the Safe Drinking Water Act, and/or water that is not under the direct control of the Water Purveyor;

"water meter" means the water meter installed within a premises to record the amount of water supplied to such premises by the *City*; and

"zone isolation" means the isolation of the water located within an area of a *building* or *structure* from any *potable water* system located within such *building* or *structure*.

3. <u>APPLICATION OF SCHEDULE</u>

- 3.0 This Schedule applies to existing industrial, commercial, institutional and multi-residential *buildings* and *structures*, except *buildings* of residential occupancies as described in Division A, Article 1.1.2.4. of Ontario Regulation 350/06 (the Ontario Building Code) or any successor thereof.
- 3.1 In addition to and notwithstanding section 3.0 of this Schedule, this Schedule applies where a condition exists in any *building* or *structure* that may be hazardous or detrimental to the *potable water* supply.

4. <u>CROSS CONNECTION PROHIBITED</u>

- 4.0 No person or *owner* shall connect, cause to be connected, or allow to remain connected to the *City's* water supply or any other *potable water* system any piping, fixture, fitting, container, appliance, vehicle, machine or the like in a manner which may under any circumstance allow *untreated water*, waste water or any other liquid, chemical or substance to enter such supply or system, except in compliance with the provisions of this Schedule.
- 4.1 In addition to section 4.0 and in accordance with all other provisions of this Schedule, every *owner* of *property* to which this Schedule applies shall ensure that a *backflow prevention device* is installed in respect of *premise isolation, source isolation and zone isolation* in every *building* or *structure* where a *City* water supply or other *potable water* supply exists.
- 4.2 No person or *owner* shall connect, cause to be connected, or allow to remain connected to the *City*'s water supply any *auxiliary water supply* without written approval from the *City*.

5. PERSONS PERMITTED TO CARRY OUT WORK

5.0 Only the persons listed in the *Authorized Functions List* shall carry out the corresponding functions set out in such list.

6. APPLICATION OF CSA STANDARD

- 6.0 Except as otherwise set out in this Schedule, the installation, maintenance and field testing of *backflow prevention devices* shall be in accordance with the *CSA Standard*.
- 6.1 Wherever the *CSA Standard* and this Schedule are in conflict, the provisions of this Schedule shall prevail.

7. SELECTION OF BACKFLOW PREVENTION DEVICES

- 7.0 Every *owner* of a *building* or *structure* of a type set out in section 3 of this Schedule shall, every five years or as otherwise required by the *City*, cause to be carried out a survey of each of his or her *buildings* and *structures* with respect to all existing *cross connections* and all existing and required *backflow prevention devices* and:
 - 7.0.1 shall ensure that such survey is carried out on a cross connection control survey form by a person permitted to do so pursuant to the Authorized Functions List; and
 - 7.0.2 shall ensure that the completed cross connection control survey form is provided to the *City* within 14 days of the survey being conducted.
- 7.1 Every *owner* shall ensure that every *backflow prevention device* required for *premise isolation* on their *property* is a testable device and is the proper device to be used pursuant to section 7.2 of this Schedule.
- 7.2 *Backflow prevention devices* for *premise*, *source* or *zone isolation* shall be determined:
 - 7.2.1 using the *Selection Guide*; or
 - 7.2.2 when the type of *cross connection* is not identified in the *Selection Guide*, by the *City*;
- 7.3 Despite section 7.2 of this Schedule, the *City* may require or permit a particular *backflow prevention device* to be used in respect of any *cross connection*.
- 7.4 Despite section 7.2 of this Schedule, the *City* may permit an existing *backflow prevention device* if previously approved and as long as the safety of the water supply is maintained to the satisfaction of the *City* in its sole discretion.
- 7.5 Despite section 7.2. of this Schedule, where a *source isolation backflow prevention device* has been installed by the manufacturer of the equipment, the *cross connection* is required to be reviewed to determine if the *backflow prevention device* meets the requirements of the *Selection Guide*. These *cross connections* are to be indicated on the *cross connection control survey form*.

8. INSTALLATION OF BACKFLOW PREVENTION DEVICES

- 8.0 Every person installing a *backflow prevention device* shall ensure that:
 - 8.0.1 such device is installed in accordance with manufacturers specifications and the requirements of the *CSA Standard*;

- 8.0.2 such device is located in such a manner so that in the event of *backflow* the device prevents contamination of the *City's* water supply and any other *potable water* system;
- 8.0.3 where such device is installed in respect of *premise isolation*, such device is located within a maximum of 3.0 metres downstream of the *water meter*, except where circumstances require the device to be installed upstream of the *water meter* and such location is to the satisfaction of the *City*;
- 8.0.4 where such device is installed in respect of *premise isolation*, all piping between the *water meter* and such device is clearly labeled "no connection permitted"; and
- 8.0.5 where such device is installed in respect of *source* or *zone isolation*, all piping between the point of contamination and the point at which the device is located is labeled "non-*potable water*".
- 8.1 Every *owner* of *property* upon which a *backflow prevention device* is installed shall ensure that such device is in proper working order at all times.

9. <u>TESTING OF DEVICES</u>

- 9.0 Every *owner* who has a *backflow prevention device* located on his or her *property* shall ensure that:
 - 9.0.1 such device is tested by a *qualified person* when it is first installed and annually thereafter or when requested by the *City* and also when it is cleaned, repaired, overhauled or relocated;
 - 9.0.2 a test report is provided to the City within 14 days of the test being conducted;
 - 9.0.3 in the event that such device is malfunctioning or otherwise not in proper working order, the device is immediately repaired or replaced; and
 - 9.0.4 in the event that the water supply to the device cannot be shut down in order to facilitate annual testing, a by-pass shall be installed around the device with a suitable *backflow prevention device* installed in the by-pass to allow for annual testing of both devices.
- 9.1 Every person who tests a *backflow prevention device* shall carry out such testing in accordance with this Schedule, the *CSA Standard* and all applicable legislation.
- 9.2 Every person who tests a *backflow prevention device* shall:
 - 9.2.1 provide a legible test report to the owner in respect of such test;
 - 9.2.2 upon completing such test, complete and affix a test tag to the device or immediately adjacent to the device on the piping connected thereto; and
 - 9.2.3 upon finding that such device is malfunctioning or otherwise not in proper working order, immediately notify the *owner* of the premise and the *City* of such condition in writing.

10. INSPECTIONS

10.0 The *City* may, at any reasonable time, enter onto any *property*, *building* or *structure* to inspect for compliance with this Schedule.

- 10.0.1 When carrying out an inspection pursuant to section 10.0, the *City* may:
 - (a) require the production for inspection of documents or things relevant to the inspection;
 - (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (c) require information from any person concerning a matter related to the inspection; and
 - (d) make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
- 10.1 Where an *owner* does not comply with any provision of this Schedule, the *City* may:
 - 10.1.1 order the *owner* to comply with the Schedule requirements, and in so doing, shall provide reasonable particulars of the *owner*'s non-compliance and prescribe the time period for compliance with such Order;
 - 10.1.2 shut off the water supply to the *property* or any portion thereof until such time as all provisions of this Schedule are met.

11. GENERAL PROVISIONS

- 11.0 In addition to any other provision of this Schedule, the *City* may at any time order an *owner* to conduct tests, provide reports and undertake any other measures required for the prevention of *backflow* or protection of a *cross connection*.
- 11.1 Appendices "A" & "B" shall form part of this Schedule.

<u>APPENDIX "A"</u> to SCHEDULE "A" of *City* of Guelph By-law Number (XXXX)-XXXXX

AUTHORIZED FUNCTIONS LIST

ITEM	FUNCTION	Licensed Plumber with Contractor and Tester's Licence	* Journeyman Plumber with Tester's Licence	** Apprentice Plumber with Tester's Licence	Fire System Sprinkler Fitter with a Tester's Licence	Lawn Irrigation System Installer with Tester's Licence
1	Carry out Cross Connection Control Survey	\checkmark	\checkmark	i.		
2	Install, Relocate or Replace Backflow Prevention Device	✓	✓			
3	Repair of Backflow Prevention Device	✓	🖌 🖌		\checkmark	
4	Test Backflow Prevention Device	\checkmark	✓		\checkmark	
5	Items 1, 2, 3 & 4 above in Respect of Fire Protection Systems	~			~	
6	Items 2 (up to 1"), 3 & 4 above in Respect of Lawn Sprinkler Systems	✓		✓		✓

*

Required to be employed by a Licensed Plumbing Contractor. Required to be employed by a Licensed Plumbing Contractor and under the direct supervision of a Journeyman Plumber. **

APPENDIX "B"

to SCHEDULE "A" of *City* of Guelph By-law Number (XXXX)-XXXXX

BACKFLOW PREVENTION DEVICE SELECTION GUIDE

INTERPRETATION

In addition to those terms defined in section 2.0 of Schedule "A", the following terms shall have the corresponding meanings for the purposes of this Appendix:

"air gap (AG)" means the unobstructed vertical distance through air between the lowest point of the water supply outlet and the flood level rim of the fixture or device into which the outlet discharges;

"back siphonage" means backglow caused by pressure below atmospheric in the supply system;

"double check valve assembly (DCVA)" means a *backflow prevention device* consisting of two force-loaded, independently acting check valves, including tightly closing resilient-seated shutoff valves located at each end of the assembly and fitted with properly located resilient-seated test cocks. This device is designed for use under continuous pressure;

"dual check valve (DuC) " means a *backflow prevention device* consisting of two independently acting, force-loaded, softseated check valves in series. This device does not have a relief port or test cocks. This device is designed for use under continuous pressure;

"dual check valve with atmospheric port (DCAP), (DCAPC)" means a *backflow prevention device* that consists of two independently acting check valves separated by an intermediate chamber with an atmospheric port. A chamber pressure higher than the supply pressure is required to open the port when there is a positive pressure on the supply side. This device is designed for use under continuous pressure; (DCAPC) is specifically designed for use in carbonated beverage dispensing machines.

"dual check valve with intermediate vent (DuCV)" means a *backflow prevention device* that consists of two independently acting check valves biased to a normally closed position. Between the check valves there is a relief port that is biased to a normally open position. This device is designed for use under continuous pressure;

"reduced pressure principle assembly (RP)" means a *backflow prevention device* that consists of a mechanically independently acting, hydraulically dependent relief valve located in a chamber between two independently operating, force-loaded check valves, the intermediate chamber pressure always being lower than the supply pressure when there is a positive pressure on the supply side. The unit includes properly located resilient-seated test cocks and tightly closing resilient-seated shutoff valves at each end of the assembly. This device is designed for use under continuous pressure;

"minor hazard" means any cross connection or potential cross connection that constitutes only a nuisance, with no possibility of any health hazard;

"moderate hazard" means any minor hazard that has a low probability of becoming a severe hazard;

"severe hazard" means any cross connection or potential cross connection involving any substance that could be a danger to health;

"single check valve" (SCVAF) means a *backflow* preventer that consists of one force-loaded, independently acting check valve, including resilient-seated shut-off valves located at each end of the SCVAF *backflow* preventer and fitted with resilient-seated test cocks. SCVAF *backflow* preventers are designed for use under continuous pressure on fire sprinkler and standpipe systems.

"vacuum breaker" means a device that will prevent *backflow* when pressure in the system upstream of the device falls below atmospheric pressure. Air is only admitted downstream of the device;

"vacuum breaker, atmospheric type (AVB)" means a vacuum breaker designed to be under pressure only when water is being drawn from the system and for short, intermittent periods of time;

"vacuum breaker, hose connection type (HCVB), (HCDVB)" means a vacuum breaker consisting of a single or double forceloaded check valve biased to a normally closed position. Downstream of the check valve is a means of automatically venting to atmosphere that is force-loaded or biased to a normally open position. If there is no flow through the device, the check valve is closed and the vent is open. The device is designed to be under pressure only when water is being drawn from the system and for short, intermittent periods of time;

"vacuum breaker, laboratory faucet type (LFVB)" means a vacuum breaker consisting of two independently acting check valves force-loaded or biased to a normally closed position. Between the check valves there is a relief port that is force-loaded or biased to a normally open position. When the laboratory faucet is off, the check valves are closed and the port is open; when the faucet is on, the check valves are open and the port is closed; and

"vacuum breaker, pressure type (PVB)" or "spill resistant pressure type (SRPVB)" means an assembly containing an independently acting check valve force-loaded or biased, to a normally closed position, and an independently operating air inlet valve force-loaded or biased to a normally open position and located on the discharge side of the check valve. The assembly is equipped with properly located resilient-seated test cocks and tightly closing resilient-seated shutoff valves located at each end of the assembly. The device is designed for use under continuous pressure;

BACKFLOW PREVENTION GUIDE TO DEGREE OF HAZARD

Type of Cross Connection	Degree of Hazard	Type of Cross Connection	Degree of Hazard
Agricultural chemicals (sprayers)	Severe	Garbage disposal unit	Severe
Air compressor oil cooler	Moderate	Garbage can washer	Severe
Animal watering	Moderate	Heat Exchanger	Moderate to Severe
Aspirator (toxic)	Severe	Heating System (copper/plastic; no chemicals)	Minor
Aspirator (non-toxic)	Moderate	Heating System (no chemicals added)	Moderate
Autoclave	Severe	Heating System (chemicals added)	Severe
Autopsy and mortuary equipment	Severe	Heating System (single family dwelling)	Moderate
Auxiliary water supply	Severe	Hose bib, sediment faucet	Minor to Severe
Baptistery	Moderate	Hose bib, sediment faucet, connected to high hazard	Severe
Basin	Moderate	Hose bib, sediment faucet (residential)	Minor to Moderate
Bathtub (all)	Moderate	Humidifier	Moderate
Bedpan washer	Severe	Humidifier with sump	Severe
Beverage dispensing equipment (no carbonator)	Minor	Hydrotherapy bath	Moderate
Beverage dispensing equipment (with carbonator)	Moderate	Ice Machine for commercial restaurant	Moderate to Severe
Bidet	Moderate to Severe	Ice making equipment for sports arena	Severe
Bottle washer	Moderate to Severe	Industrial fluid system	Severe
Bottle wasner Bread making equipment	Minor to Moderate	Irrigation system (chemical	Severe
,		injected) Irrigation system (no chemical	Moderate
Canopy washer	Severe	added)	
Chemical feed tank	Severe	Lab bench equipment (toxic) Lab bench equipment (non	Severe Minor
Chiller tank (no chemical)	Moderate to Severe	toxic)	
Chiller tank (with chemical)	Severe	Laboratory	Severe
Chlorinator	Severe	Laboratory Faucet	Moderate to Severe
Clothes washer (residential)	Moderate	Laundry, commercial coin-	Moderate
		operated	
Coffee machine	Minor	Laundry machine, commercial	Moderate
Condensate tank (top feed)	Moderate	Laundry machine, residential	Minor
Condensate tank	Severe	Laundry tub faucet with hose bib connection	Moderate
Cooking kettle	Minor	Lavatory	Moderate
Cooling condenser (solenoid upstream)	Miñor	Lethal substance	Severe
Cooling condenser (solenoid downstream)	Severe	Livestock equipment	Severe
Cooling tower	Severe	Mixing tee with steam and water	Moderate
Deaerator (top feed)	Moderate	Mop sink faucet with hose bib connection	Moderate
Deaerator (bottom feed)	Severe	Mortuary or Morgue	Severe
Degreasing equipment system	Severe	Non-potable water	Severe
Deionized water	Severe	Optician or Ophthalmology equipment	Minor to Moderate
Dental Vacuum pump	Severe	Photo lab sink	Severe
Dental Cuspidor (with internal air gap)	Minor	Pipette washer	Severe
Dental Cuspidor (no air gap)	Severe	Piping to chemical dispensers	Minor to Severe
Dental Delivery system	Minor	Plating tank	Severe
Detergent dispenser	Severe	Potato peeler	Moderate
Dipper well in ice-cream parlour or restaurant	Moderate	Poultry barn	Severe
Dish rinse unit with flex hose	Moderate	Pressure washer (no aspirator)	Minor
Dishwasher (commercial)	Moderate	Pressure washer (with aspirator)	Severe
Dishwasher (residential)	Minor to Moderate	Private fire hydrant	Moderate
Distiller	Minor	Private water source	Severe
Dockside Marine Facility	Severe	Pump primer line (toxic)	Severe
Dry sprinkler or standpipe system	Moderate	Pump primer line (non-toxic)	Moderate
Fire Hydrant	Moderate	Radiator flushing equipment	Severe
Flexible shower head with hose	Minor to Severe	Restricted area	Severe
Floor drain with flushing rim	Severe	Reverse osmosis	Minor
Flush tank	Moderate	Reverse osmosis with backwashing	Moderate
Flushing equipment device	Severe	Reverse osmosis with chemical cleaning	Severe
Flushometer	Severe	Serrated faucet	Severe
Fountain, ornamental	Moderate to Severe	Sewage ejector	Severe
Fountain, ornamental (chemical added)	Severe	Sewage pump	Severe
	Severe	Shampoo sink	Moderate

BACKFLOW PREVENTION GUIDE TO DEGREE OF HAZARD

Type of Cross Connection	Degree of Hazard	Type of Cross Connection	Degree of Hazard
Sizing vat	Severe	Wash rack	Severe
Solar energy unit	Severe	Wash tank	Moderate
Solution tank	Severe	Wash tank (toxic)	Severe
Spa or hot tub	Moderate	Water closet (tank type)(N/A if constructed after 1995)	Moderate
Specimen tank	Severe	Water closet (flushometer type)	Moderate
Steam table	Minor to Moderate	Water hauling equipment (non- toxic)	Moderate
Steam generator	Moderate	Water hauling equipment (toxic)	Severe
Steam cleaner	Moderate	Water softener, commercial	Minor
Sterilizer (condensate cooling only)	Moderate	Water softener drain	Severe
Sterilizer (connection into chamber)	Severe	Wok table (for oriental cooking with submerged inlet	Moderate
Still	Minor	X-ray equipment	Severe
Swimming pool (residential)	Minor		
Swimming pool (other than residential)	Moderate		
Swimming pool (direct connection)	Moderate		
Swimming pool makeup tank	Moderate		
Teeth cleaning equipment (veterinary type)	Moderate		
Trap primer	Severe		
Vending machine with no carbonators	Minor		

Emergency eyewash/Shower - this equipment must be installed upstream of all zone and source isolation Fire Protection Systems - General Conditions

- Antifreeze solutions must be water solutions of pure glycerin (C.P. or U.S.P., 96.5% grade) OR propylene glycol conforming to Section 3-5.2.1 of NFPA-13, 1994 Edition. These are best described as food-grade chemicals.

- Antifreeze solutions must be tested to verify compliance with above conditions. Any other antifreeze solution is NOT permitted and must be replaced

- Expansion chambers shall be of an appropriate size to compensate for thermal expansion of antifreeze solution.

- An adequate amount of piping before or after the location of any *backflow prevention device* shall be increased in size to compensate for the pressure loss created by the device being installed. The flows are to be in accordance with NFPA-13 for the appropriate hazard classification in the area downstream of the *backflow prevention device*.

Forming Part of Sentence		and Standpipe Syst			
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
CSA Standard Number	Type of Device (1)	System made with System Materials		System Not Made with System Materials	Potable Water
		Minor Hazard(2) Residential Partial Flow- Through System	Minor Hazard(2) Class 1 System	Moderate Hazard(2) Class 1, 2, 3 and 6 Systems	Severe Hazard(2) – Any Class of System in which Antifreeze or Other Additives are used
B64.6.1	DuC	Р	NP	NP	NP
B64.9	SCVA	Р	Р	NP	NP
B64.5.1	DCVA	Р	P	P	NP
B64.4.1	RP	P	P	P	P

NP – Not Permitted

(1)- The product is only permitted for use on fire sprinkler and standpipe systems.

(2) – Minor Hazard, Moderate Hazard and Severe Hazard have the same meaning as indicated in Can/CSA-B64.10 "Manual for the Selection and Installation of *Backflow Prevention Devices*".

BACKFLOW PREVENTION GUIDE TO DEGREE OF HAZARD - PREMISE ISOLATION

Type of Building	Degree of Hazard	Type of Building	Degree of Hazard
Abattoir (slaughter house)	Severe	Paint manufacturing plant	Severe
Airport	Moderate	Penitentiary	Moderate
Animal feed lot	Moderate to Severe	Petroleum processing or storage facility	Severe
Animal stock yard	Moderate to Severe	Pharmaceutical manufacturing facility	Severe
Apartment <i>building</i> (within the scope of	Moderate	Photo processing facility	Severe
Part 3 of the Ontario Building Code)	Severe	Plant using radioactive material	Severe
Aquarium (public)	Severe	Plastic manufacturing plant	Severe
Arena	Moderate	Plating shop	Severe
Asphalt plant	Severe	Poultry farm	Severe
Auto body shop	Severe	Power generating facility	Severe
Auto dealership	Moderate	Premise where access prohibited	Severe
Automotive Plant	Severe	Printing plant	Severe
Automotive repair shop	Severe	Pulp and/or paper plant	Severe
Beverage processing plant	Severe	Radiator shop	Severe
Blood clinic	Severe	Recycling facility	Severe
Camp site	Moderate	Refinery, petroleum processing	Severe
Camp site with RV hookups or dump	Severe	Rendering facility	Severe
station	Severe	Research building	Severe
Car wash Church	Moderate	Residential premises-multi- tenant	Moderate
	Moderate	Restaurant	Moderate
	Moderate to Severe	School	Moderate
Commercial premises		Sewage dump station	Severe
Concrete plant	Severe	Sewage treatment plant	Severe
Dental office	Moderate	Steam boiler plant	Severe
Dental surgery facility	Severe	Steel manufacturing plant	Severe
Dockside marine facility	Severe		Moderate
Dry cleaning plant	Severe	Storage Warehouse	Moderate
Dry cleaning facility (no dry cleaning process on premise)	Moderate	Swimming pool facility	
Duplex housing with shared service	Minor	Technical institute	Moderate
Dye plant	Severe	Townhouse (shared service)	Minor
Exhibition ground	Severe	Track-side facilities for trains	Severe
-arm		University	Moderate to Severe
Film processing facility	Severe data Severe	Veterinary clinic	Moderate to Severe
Fire Service main connected to more han one of the following different	Moderate to Severe	Veterinary clinic (special equipment)	Severe
sources of supply: (i) <i>City</i> water supply system (ii) a private water supply system or			
sources of supply: (i) <i>City</i> water supply system (ii) a private water supply system or (iii) a source of non- <i>potable water</i>		Waste disposal	Severe
Sources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> Fire station	Moderate to Severe	Waste disposal Waste water facility	Severe Severe
iources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ire station Fish farm or hatchery	Moderate to Severe		
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ² ire station ² ish farm or hatchery ⁵ ood processing plant	Moderate to Severe	Waste water facility	Severe
sources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ire station ish farm or hatchery ood processing plant Fuel dispensing facility	Moderate to Severe Severe Severe moderate	Waste water facility Waste water pump station	Severe Severe
sources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> Fire station Find farm or hatchery Food processing plant Fuel dispensing facility Funeral Home	Moderate to Severe Severe Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station	Severe Severe Severe
i) <i>City</i> water supply system ii) <i>City</i> water supply system or iii) a private water supply system or iii) a source of non- <i>potable water</i> ire station ish farm or hatchery food processing plant iuel dispensing facility Funeral Home Barbage transfer facility	Moderate to Severe Severe Severe moderate Moderate to Severe Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park	Severe Severe Severe Severe
i) <i>City</i> water supply system i) <i>City</i> water supply system or ii) a private water supply system or iii) a source of non- <i>potable water</i> ire station ish farm or hatchery isod processing plant iuel dispensing facility iuneral Home Sarbage transfer facility Solf course	Moderate to Severe Severe Moderate Moderate to Severe Severe Moderate to Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant	Severe Severe Severe Severe Moderate
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ⁻ ⁻ ⁻ ⁻ ⁻ ⁻ ⁻ ⁻	Moderate to Severe Severe Severe moderate Moderate to Severe Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park	Severe Severe Severe Severe Moderate Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ⁻ Ire station ⁻ Ire station ⁻ Ish farm or hatchery ⁻ ood processing plant ⁻ uel dispensing facility ⁻ uneral Home Barbage transfer facility Solf course Brocer Hair salon	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate to Severe Moderate to Severe Moderate Moderate Moderate	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ⁻ Ire station ⁻ Ire station	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate to Severe Moderate Moderate Severe Moderate Severe Moderate Severe Moderate Severe Moderate Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ⁻ Ire station ⁻ Ire station	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate to Severe Moderate	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ¹ Ire station ¹ Ish farm or hatchery ¹ ood processing plant ¹ Uel dispensing facility ¹ Uel dispensing facility ¹ Uel dispensing facility ² Uneral Home ² Barbage transfer facility ³ Olf course ³ Gocer Hair salon ¹ Ospital ¹ Otel ndustrial and Institutional	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate to Severe Moderate Moderate Severe Moderate Severe Moderate Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ⁻ Ire station ⁻ Ire station	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate to Severe Moderate Severe Moderate Severe Moderate Severe Moderate Severe Moderate Severe Moderate	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ¹ re station ¹ re station ¹ sh farm or hatchery ¹ ood processing plant ¹ uel dispensing facility ¹ ueral Home Barbage transfer facility Solf course Srocer Hair salon Hospital Hotel ndustrial and Institutional Kennel Laboratory	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate Moderate Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ¹ re station ¹ sh farm or hatchery ¹ ood processing plant ¹ uel dispensing facility ¹ uel dispensing facility ¹ ueral Home Barbage transfer facility Bolf course Brocer Hair salon Hospital Hotel ndustrial and Institutional Kennel Laboratory Laundry (commercial)	Moderate to Severe Severe moderate Moderate to Severe Severe Moderate Moderate Severe Severe Severe Severe Severe Severe Severe	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system ii) a private water supply system or iii) a source of non- <i>potable water</i> ⁻ Ire station ⁻ Ire station	Moderate to Severe Severe moderate Moderate to Severe Moderate to Severe Moderate Moderate Severe Moderate	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
ources of supply: i) <i>City</i> water supply system or iii) a private water supply system or iii) a source of non- <i>potable water</i> ire station ish farm or hatchery ood processing plant God processing plant uel dispensing facility God processing plant Gueral Home Barbage transfer facility Bolf course Brocer Hair salon Hospital Hotel ndustrial and Institutional Kennel .aboratory .aundry (commercial) .aundry (commercial, coin-operated) Mall – multi-tenant	Moderate to Severe Severe moderate Moderate to Severe Moderate to Severe Moderate Moderate Severe Moderate Moderate Severe Moderate Moderate Moderate Moderate Moderate Moderate Moderate Moderate Moderate	Waste water facility Waste water pump station Waste water treatment plant Water filling station Water park Water treatment plant Water treatment pump station	Severe Severe Severe Severe Moderate Severe Severe
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Selection Guide for Backflow Preventers					
Degree of Hazard					
Type of Device	CSA Standard Designation	Minor	Moderate	Severe	Device Under Continuous Pressure
Air gap		\checkmark	\checkmark	✓	No
AVB	B64.1.1	\checkmark	\checkmark	√*	No
DCAP	B64.3	\checkmark	à		Yes
DCAPC	B64.3.1	\checkmark	\checkmark		Yes
DCVA	B64.5	\checkmark	1		Yes
DuC	B64.6	\checkmark			Yes
DuCV	B64.8	\checkmark	à	-	Yes
HCDVB	B64.2.1.1	\checkmark	à	*	No
HCVB	B64.2	\checkmark	✓†	√*	No
LFVB	B64.7	\checkmark	✓†	<	No
PVB	B64.1.2	\checkmark	✓	✓	Yes
RP	B64.4	\checkmark	1	✓ [×]	Yes
SRPVB	B64.1.3	 ✓ 	✓ ✓	✓	Yes

*When the recommended *backflow* preventer is used for this degree of hazard, zone protection with an RP *backflow* preventer or an *air gap* shall also be required. †When the recommended device is used for this degree of hazard, zone or area protection with a DCVA *backflow* preventer, RP *backflow* preventer, or an *air gap* shall also be required.

SCHEDULE "A"

of By-law Number (2000)-16352 being new Schedule "A" to By-law Number (1991)-13791

SHORT TITLE

1.0 This Schedule may be cited as the "Backflow Prevention Regulations".

2. INTERPRETATION

2.0 For the purposes of this Schedule, the following terms shall have the corresponding meanings:

"ASSE" means the American Society of Sanitary Engineering;

"AWWA" means the American Water Works Association;

"Authorized Functions List" means the list of functions and the persons authorized to carry out such functions as set out as Appendix "A" of this Schedule;

"*auxiliary water supply*" means any water source or system, other than the *City's* water supply, that may be available in a *building* or on any property;

"*backflow*" means the flowing back of or reversal of the normal direction of flow of water;

"backflow prevention device" means a device that prevents backflow

"*building*" shall have the same meaning as set out in the Building Code Act, S.O. 1992, chap. 23, as amended, or any successor thereof;

"*City*" means the Corporation of the City of Guelph and includes its employees, servants and agents;

"cross-connection" means any actual or potential connection between a *potable* water supply or system and any source of pollution or contamination and includes any by-pass, jumper connection, removable section of pipe, swivel or changeover device and any other temporary or permanent connecting arrangement through which *backflow* may occur;

"Cross-Connection Survey Form" means the form set out as Appendix "B" of this Schedule;

"CSA Standard" means the document entitled CAN/CSA-B64.10-94 & Amendments - Manual for the Selection, Installation, Maintenance, and Field Testing of Backflow Prevention Devices published in 1994 by the Canadian Standards Association, or any successor thereof;

"Installation Guide" means the installation drawings governing the installation of backflow prevention devices as set out as Appendix "D" of this Schedule;

"*owner*" means any person, firm or corporation having control over property to which this Schedule applies and includes the *owner* registered on the title of the property and any occupant of any *building* or *structure* located on such property;

"potable water" means water that is safe for human consumption;

"premise isolation" means isolation of the water located within a building or structure from the City's water supply;

"Selection Guide" means the Backflow Prevention Device Selection Guide set out as Appendix "C" of this Schedule;

"source isolation" means isolation of the water located within or having flowed through a source or potential source of contamination within a *building* or *structure* including a device, machine, water system or the like, from any *potable water* system;

"*structure*" means anything constructed or built permanently or temporarily which is provided with a source of *potable water*;

"*tester*" means a person who is licensed as a tester of *backflow prevention devices* under the *City's* Licensing By-law (1999)-16161, or any successor thereof;

"Test Report" means a report in the form set out as Appendix "E" of this Schedule;

"Test Tag" means a tag in the form set out as Appendix "F" of this Schedule;

"*water meter*" means the water meter installed within a premises to record the amount of water supplied to such premises by the *City*; and

"zone isolation" means the isolation of the water located within an area of a building or structure from any potable water system located within such building or structure.

3. APPLICATION OF SCHEDULE

- 3.0 This Schedule applies to existing industrial, commercial, institutional and multiresidential *buildings* and *structures*, except *buildings* of residential occupancies within the scope of Part 9 of Ontario Regulation 403/97 ("the Ontario Building Code").
- 3.1 In addition to and notwithstanding section 3.0 of this Schedule, this Schedule applies where a condition exists in any *building* or *structure* that may be hazardous or detrimental to the *potable water* supply.

4. CROSS-CONNECTION PROHIBITED

- 4.0 No person or *owner* shall connect, cause to be connected, or allow to remain connected to the *City's* water supply or any other *potable water* system any piping, fixture, fitting, container, appliance, vehicle, machine or the like in a manner which may under any circumstance allow water, waste water or any other liquid, chemical or substance to enter such supply or system, except in compliance with the provisions of this Schedule.
- 4.1 In addition to section 4.0 and in accordance with all other provisions of this Schedule, every *owner* of property to which this Schedule applies shall ensure that a *backflow prevention device* is installed in respect of *premise isolation, source isolation and zone isolation* in every *building* or *structure* where a *City* water supply or other *potable water* exists.
- 4.2 No person or *owner* shall connect, cause to be connected, or allow to remain connected to the *City's* water supply any *auxiliary water supply*.

5. PERSONS PERMITTED TO CARRY OUT WORK

5.0 Only the persons listed in the *Authorized Functions List* shall carry out the corresponding functions set out in such List.

6. <u>APPLICATION OF CSA STANDARD</u>

- 6.0 Except as otherwise set out in this Schedule, the installation, maintenance and field testing of *backflow prevention devices* shall be in accordance with the CSA Standard.
- 6.1 Wherever the *CSA Standard* and this Schedule are in conflict, the provisions of this Schedule shall prevail.

7. SELECTION OF BACKFLOW PREVENTION DEVICES

- 7.0 Every owner of a building or structure of a type set out in section 3 of this Schedule shall, every five years or as otherwise required by the *City*, cause to be carried out a survey of each of his or her buildings and structures with respect to all existing cross-connections and all existing and required backflow prevention devices and:
 - 7.0.1 shall ensure that such survey is carried out on a *Cross-Connection Survey Form* by a person permitted to do so pursuant to the *Authorized Functions List*; and
 - 7.0.2 shall ensure that the completed *Cross-Connection Survey Form* is provided to the *City* within 14 days of the survey being conducted.
- 7.1 Every *owner* shall ensure that every *backflow prevention device* required for *premise isolation* on his or her property is a testable device and is the proper device to be used pursuant to section 7.2 of this Schedule.
- 7.2 Backflow prevention devices for premise, source or zone isolation shall be determined:
 - 7.2.1 using the *Selection Guide*; or
 - 7.2.2 when the type of *cross-connection* is not identified in the *Selection Guide*, by a professional engineer using the *CSA Standard*.
- 7.3 Despite section 7.2 of this Schedule, the *City* may require that a particular *backflow prevention device* be used in respect of any *cross-connection*.
- 7.4 Despite section 4.3.4.2(a) of the *CSA Standard*, a dual check valve device shall not be used for *premise isolation*.
- 7.5 Despite section 7.2. of this Schedule, where a source isolation backflow prevention device has been installed by the manufacturer of equipment, the cross-connection is required to be reviewed to determine if the backflow prevention device meets the requirements of the Selection Guide. These cross-connections are to be indicated on the Cross-Connection Survey.

8. INSTALLATION OF BACKFLOW PREVENTION DEVICES

- 8.0 Every person installing a *backflow prevention device* shall ensure that:
 - 8.0.1 such device is installed in accordance with acceptable engineering practices and the requirements of the Ontario Building Code,(Ontario Regulation 403/97) as amended, this Schedule, the *Installation Guide* and the *CSA Standard*;
 - 8.0.2 such device is installed in a *building* or *structure*;
 - 8.0.3 such device is located in such a manner so that in the event of *backflow* the device prevents contamination of the *City*'s water supply and any other *potable water* system;

- 8.0.4 where such device is installed in respect of *premise isolation*, such device is located within a maximum of 3.0 metres downstream of the *water meter*, except where circumstances require the device to be installed upstream of the *water meter* and such location is to the satisfaction of the *City*;
- 8.0.5 where such device is installed in respect of *premise isolation*, all piping between the *water meter* and such device is clearly labeled "no connection permitted";
- 8.0.6 where such device is installed in respect of *source* or *zone isolation*, all piping between the point of contamination and the point at which the device is located is labeled "non-potable water"; and
- 8.0.7 where such device is installed in a public pool as defined in the Ontario Building Code (Ontario Regulation 403/97) as amended, all exposed water piping and chlorine piping within the water treatment service room shall be colour coded by means of:
 - a. painting the entire outer surface of the piping, or
 - b. coloured bands at least 25mm (1 in) in width that are spaced along the piping at intervals of not more than 1200mm (4ft 1in)
 - c. colour coding referred to in a&b shall be yellow for chlorine and green for *potable water*
- 8.1 Every *owner* of property upon which a *backflow prevention device* is installed shall ensure that such device is in proper working order at all times.

9. <u>TESTING OF DEVICES</u>

- 9.0 Every person who tests a *backflow prevention device* shall carry out such testing in accordance with this Schedule and the *CSA Standard*.
- 9.1 In addition to the testing methods set out in section 6 of the CSA Standard, test procedures established by the ASSE or AWWA for testing backflow prevention devices may be employed.
- 9.2 Despite section 6.3.1 of the CSA Standard, every person who tests a backflow prevention device shall enter the results of such test on a Test Report.
- 9.3 Every person who tests a *backflow prevention device* shall:
 - 9.3.1 within 14 days of carrying out such test, provide a legible *Test Report* to the *City* in respect of such test;
 - 9.3.2 upon completing such test, complete and affix a *Test Tag* to the device or immediately adjacent to the device on the piping connected thereto; and
 - 9.3.3 upon finding that such device is malfunctioning or otherwise not in proper working order, immediately notify the *owner* of the premises and the *City* of such condition.
- 9.4 Every *owner* who has a *backflow prevention device* located on his or her property shall ensure that:
 - 9.4.1 such device is tested by a *tester* when it is first installed and annually thereafter or when requested by the *City* and also when it is cleaned, repaired, overhauled or relocated;
 - 9.4.2 when such device is tested that a *Test Report* of such test is provided to the *City* within 14 days of the test being conducted; and

9.4.3 .in the event that such device is malfunctioning or otherwise not in proper working order, the device is immediately repaired or replaced.

10. INSPECTIONS

- 10.0 The *City* may at any reasonable time enter onto the property of any *owner* to inspect for compliance with this Schedule.
- 10.1 Where the *City* finds that a condition exists on any property that may allow contamination of the *City*'s water supply or the contamination of any other *potable* water system on such property, including any residential *building* or *structure*, the *City* may:
 - 10.1.1 order the *owner* to eliminate the condition and in so doing may prescribe the time period for compliance with such Order; or
 - 10.1.2 shut off the water supply to the property or any portion thereof until the condition is eliminated.

11. GENERAL PROVISIONS

- 11.0 In addition to any other provision of this Schedule, the *City* may at any time order an *owner* to conduct tests, provide reports and undertake any other measures required for the prevention of *backflow* or protection of a *cross-connection*.
- 11.1 Where a time frame is set out in this Schedule for carrying out any action, the *City* may extend the time for compliance beyond the established time frame provided such extension is required and is acceptable to the *City*.
- 11.2 Appendices "A" through "F" inclusive and the *CSA Standard* shall form part of this Schedule.

12. DATE OF COMPLIANCE

12.0 Installation of *Backflow Prevention Devices* shall occur prior to the date set out below for the degree of hazard:

Degree of Hazard According To <i>Selection Guide</i>	Compliance Date
Severe	January 1, 2001
Moderate and Minor	January 1, 2002

Notes to Schedule "A" of By-law Number (2000)-16352

1. A building permit may be required pursuant to the Building Code Act to install a backflow prevention device. The provisions of the Act pertaining to such building permit continue to apply to each installation in addition to the provisions of this Schedule. Permits are required for devices as noted in the *Cross-Connection Survey* Form.

Gow's Bridge



Old University Neighbourhood Residents' Association Inc.

Linking the Old University Neighbourhood to the City of Guelph since 1897

Mayor Karen Farbridge and Council City Hall, Guelph, ON.

Your Worship and Council,

At a regular meeting of the executive of OUNRA on July 24, the subject of the corner sightline and boulevard bylaws was placed on the agenda and Dick Chaloner explained the bylaws. There was substantial discussion and the executive directed that a letter be sent to the Mayor and Council expressing our concern with the impact of these bylaws on the residential neighbourhoods of our city. It is our belief that the bylaws, as they presently exist, are no longer appropriate. We ask that Council review the corner sightline and boulevard bylaws and that staff suspend enforcement in all cases where a clear traffic hazard does not exist pending the results of that review.

During our discussion the following points were clear:

1. The corner sightline and boulevard bylaws are not understood by residents. They are technical, complex, overreaching and extremely difficult to interpret.

2. The extent of non-compliance with the bylaws is very high and enforcement would be visually devastating in many instances.

3. The landscaping and natural gardens that would be subject to removal are a desirable feature of our city and their removal would reduce our quality of life.

4. Our experience as residents is that usually no safety hazard is presented by sightline and boulevard plantings. We do agree that, in the very few instances where traffic safety is compromised, enforcement is appropriate. However, this does not appear to be the motivation for enforcement at the present time.

5. The corner sightline and boulevard bylaws appear to go beyond traffic safety. Our parking bylaw permits on street parking well within the zone where all but very low vegetation is prohibited by these other bylaws. 6. It is puzzling that the same rules apply to yield and stop signed intersections.

We respectfully request that you give attention to our concerns with a view to revising the corner sightline and boulevard bylaws.

Yours very truly, Mal Kar

Mark Bailey, President, Old University Neighbourhood Residents' Association.

JUL S 0 MMR Office of the Mayor

The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, September 5, 2008, 9:00 a.m.

A meeting of the Community Development and Environmental Services Committee was held on Friday, September 5, 2008 in Committee Room B at 9:00 a.m.

Present: Councillors Billings, Piper, Salisbury and Mayor Farbridge Absent: Councillor Burcher

Also Present: Councillor Beard

Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Mr. M. Amorosi, Director of Human Resources, Mr. G. Hunt, Manager, Employee/Employer Relations, Assistant Director of Human Resources; Ms. T. Sinclair, Manager of Legal Services; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator

There was no disclosure of pecuniary interest.

1. Moved by Mayor Farbridge

Seconded by Councillor Salisbury

THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (d) & (f) of the Municipal Act with respect to:

- labour relations or employee negotiations
- advice that is subject to solicitor-client privilege

Carried

The Director of Environmental Services provided information with respect to the matter regarding labour relations or employee negotiations.

Mr. D. Chamberlain, Procurement Lawyer, provided information with respect to the matter regarding labour relations or employee negotiations; and provided advice that is subject to solicitor-client privilege.

The Manager of Legal Services provided information with respect to the matter regarding labour relations or employee negotiations; and provided advice that is subject to solicitor-client privilege.

2. Moved by Mayor Fabridge

Seconded by Councillor Salisbury

Payne THAT the report from legal services regarding a matter with respect to labour relations or employee negotiations; and advice that is subject to solicitor-client privilege, be received.

Ms. L.E. Payne

Carried Page 2

September 5, 2008 Community Development & Environmental Services Committee

The remainder of the meeting was held in public session.

Present: Councillors Billings, Piper, Salisbury and Mayor Farbridge

Absent: Councillor Burcher

Also Present: Councillors Beard, Bell & Hofland

Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Mr. M. Amorosi, Director of Human Resources; Mr. G. Hunt, Manager, Employee/Employer Relations, Assistant Director of Human Resources; Mr. J. Riddell, Director of Community Design & Dvelopment Services; Mr. P. Busatto, Manager of Waterworks; Mr. C. Walsh, Manager of Wastewater Services; Mr. D. Wyman, Manager of Solid Waste Resources; Mr. S. Hannah, Manager of Development & Parks Planning; Ms. M. Plaunt, Manager of Policy Planning & Urban Design; Mr. R. Henry, City Engineer; Mr. T. Robertson, Supervisor, Operations; Mr. M. Roumeliotis, Operator; Ms. D. Hamilton, Clerical Assistant; Mr. G. Wheeler, Optimization Programs Facilitator; Mr. P. Kraehling, Senior Policy Planner; Mr. B. Poole, Chief Building Official; Mr. P. Sheehy, Zoning Inspector; Mr. R. Reynan, Manager of Inspection Services; Mr. J. Doran, Quality Assurance Coordinator; Ms. T. Sinclair, Manager of Legal Services; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting held on May 16, 2008 and July 11, 2008 be confirmed as recorded and without being read.

Carried

Wastewater Public Outreach Program for School Children Presentation

Mr. T. Robertson, Supervisor, Operations, provided information regarding the purpose of the project and the level of staff involvement.

Mr. M. Roumeliotis, Operator, Wastewater Services advised that staff have approached the Public School Board with the book and the school board believes it will fit nicely into their curriculum. They will be meeting with the Separate School Board very soon.

September 5, 2008	Community Development & Environmental Services Committee	Page 3
	Ms. D. Hamilton, Clerical Assistant stated that staff bega to provide young students with information regarding wa their level.	
	Mayor Farbridge commended staff for taking the initiative done project.	e for this well
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the Wastewater Public Outreach Program for School Presentation be received. 	ol Children
	Carri	ed
	Cultural Change Pilot/Optimization Program	
	Mr. G. Wheeler, Optimization Program Facilitator provide regarding the history of the optimization program, the cu and the human infrastructure. He then provided an over emerging benefits and the vision for the project.	urrent status,
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the report of the Director of Environmental Service September 5, 2008 entitled <u>Cultural Change Pilot/Optimi</u> <u>Program</u> be received. 	
	Carri	ed
	City of Guelph Draft Natural Heritage Strategy	
	The Manager of Policy Planning and Urban Design advise document will be available on the website and staff will p stakeholder meetings.	
	Ms. Margot Ursic, Planning Ecologist, Dougan & Associate the history of the project and addressed the specific goal phase.	
	Staff will provide information with respect to how the Na Heritage Strategy corresponds with the City's Growth Ma Strategy. They will also provide information with respect implications.	inagement

Staff advised that the County is on the steering committee and linkages have been reviewed. The Strategy is trying to respect surrounding green spaces and they are being considered.

September 5, 2008	Community Development & Environmental	Page 4
	Services Committee	

4. Moved by Councillor Billings Seconded by Mayor Farbridge

THAT the procedural by-law be suspended to allow the delegation of John Valeriote.

Carried

Mr. John Valeriote, representing Victoria Wood Developers, wished to be on record to objecting to all of their property being identified in criteria number two of the Natural Heritage Strategy. He advised they are committed to meeting with Guelph Field Naturalists and addressing the issues on the lands. He would also like to encourage the City to enter into dialogue with the stakeholders.

5. Moved by Mayor Fabridge
Seconded by Councillor SalisburyMr. J. RiddellTHAT the Community Design & Development Services Report 08-97
on the Draft Natural Heritage Strategy prepared by Dougan and
Associates dated July 2008, be received;

AND THAT staff be directed to circulate the City of Guelph Draft Natural Heritage Strategy for public and stakeholder input in order to proceed with finalization of the Strategy.

Carried

Selection of the Design-Build-Operate (DBO) Model for the Construction and Operation of a Facility to Process Organic Waste

Dr. Laird advised the facility's purpose is to maximize diversion and ensure compliance. She stated the City needs to purchase the best proven technology available and expertise, and ensure that in-house staff will provide the necessary expertise to oversee the operation. She outlined the history of this matter and advised the City has hired a fairness consultant to ensure the RFP is fair and equitable. She advised Denis Chamberlain is available to answer questions.

Mr. Brad Kelloway, President of CUPE 241was present to advise that staff is apprehensive of another public/private partnership because of past experiences that the City has encountered. He said the City needs to ensure that the technology is going to work to make sure money is saved. He stated they have issues with portions of the proposed agreement, particularly surrounding consequences, damages and failure to meet service levels, and the breakdown between customer & provider.

He urged the City to not approve the recommendation and ask staff to

	have further discussion.	
September 5, 2008	Community Development & Environmental Services Committee	Page 5
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the Design-Build (DB) option be eliminated from fur consideration with respect to Request for Proposal #06-04 "For the Design-Build-Operation of a Facility to Process O Waste. 	60, entitled
		Carried
	Sign By-law Exemption Request for 1 and 2 Kortrigl East	nt Road
	The applicant for the variance from the Sign By-law has r the item be deferred to the next Community Design and Environmental Services Committee meeting to enable the opportunity to speak to this matter.	
Mr. J. Riddell	 Moved by Councillor Salisbury Seconded by Councillor Billings THAT the request for a variance from the Sign By-law for Kortright Road East to permit one sign for a third party ac be situation on the existing brick wall, in lieu of the by-law requirement of no third party advertising be deferred to t Community Design and Environmental Services Committee 	dvertising to w he next
		Carried
	The Committee took a short recess.	
	The meeting reconvened at 11:30 a.m.	
	Solid Waste Management Master Plan Steering Com Final Report and Recommendations	mittee:
	Mr. Dean Wyman, Manager of Solid Waste Resources, def Master Plan. He outlined the guiding principles, explained Waste Philosophy and the Covenant they wish to develop explained the waste diversion targets and the key recomm and next steps.	d the Zero . He also
	He advised that staff will be coming forward with reports designed to meet the objectives of the Master Plan.	that will be
	Dr. Laird stated that the City is not currently proposing a system. They are intending to use education and promot enforcement measures.	

September 5, 2008	Community Development & Environmental Services Committee	Page 6
	Mayor Farbridge advised that the Committee had requested determine achievable targets based on what can be techn achieved with our current understanding, but also could be and changed if new technology comes out.	ically
	Staff was advised to review the expenses of future pilot provide the information back to Committee.	rojects and
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT Council adopts the recommendations contained in the report of the Solid Waste Management Master Plan Steerin Committee; 	
	AND THAT staff bring individual projects to Committee and approval through the annual budget approval process;	d Council for
	AND THAT staff report quarterly to Committee on the imp of the Solid Waste Management Master Plan;	lementation
	AND THAT Council extend their appreciation to the member Waste Management Master Plan Steering Committee for the and dedication over the past year.	
		Carried
	Solid Waste Resources Diversion Projects Update Re	eport
	Mr. David Dorian on behalf of 60 Wyndham Street South correquested either a decrease in taxes or full services. He have seen an increase of 40% costs for removal of their recorrector. He stated their condominium is willing to	stated they yclables by a
	in a pilot project for recycling services for multi-residenti advised that he is a member of the Canadian Condominium and there are a number of places facing the same challen	n Association
	Dr. Laird advised that a previous Council considered a reb program but decided against it. She stated that there are multi-residential unit buildings that participate in curbside	other
	Staff was directed to report back on the feasibility and cosproviding services to Industrial, Commericial and Institution buildings within the City.	

	9. Moved by Mayor Farbridge Seconded by Councillor Billings	
September 5, 2008	Community Development & Environmental Services Committee	Page 7
Dr. J. Laird	THAT the update report of the Director of Environmenta dated September 5, 2008, with respect to Guelph's Solic Resources waste minimization projects be received.	
		Carried
	Drinking Water Quality Management System Imple – Information for Council	ementation
	Jacob Doran, Water Quality Assurance Coordinator prov background information regarding the municipal drinkin license program and advised that the City needs to com February 1, 2009. He then outlined the option the City achieve compliance and explained the required element that the next steps were a presentation to Council to pro- details and present their Operational Plan.	g water ply by chose to s. He advised
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the report of the Director of Environmental Servic September 5, 2008 entitled <u>Drinking Water Quality Man</u> <u>System Implementation – Information for Council</u> be read 	agement
	AND THAT Council, as designated owner of the City of G Waterworks under the Provincial Drinking Water License authorize the Director of Environmental Services to sub- Council's behalf, all required applications and supporting required under the Drinking Water License initiative;	e initiative, mit, on
	AND THAT staff be directed to report back to Council wire regarding procedures for communicating compliance wit Drinking Water Legislation.	th Provincial
	Deckflow Drevention Deculations	Carried
	Backflow Prevention Regulations	
	Mr. Rob Reynan, Manager of Inspection Services advise program is not mandated but is a voluntary program. H City has a good compliance rate but desire to see an inc	le stated the
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT City Council adopt amendments to Schedule "A" o (1991)-13791, known as the Backflow Prevention By-law accordance with Community Design and Development S 08-88 dated September 5, 2008. 	w, in

Carried Page 8

September 5, 2008 Community Development & Environmental Services Committee

OUNRA Correspondence Regarding Sightlines & Boulevards

- 12. Moved by Mayor Farbridge
 - Seconded by Councillor Billings

Councillor Burcher THAT the OUNRA Correspondence regarding sightlines and boulevards be deferred to the next Community Development and Envrionmental Services meeting.

Carried

Other Business

REPORT

Construction of Pilot Scale Research Facility Adjacent to the Existing City Wastewater Treatment Plant

Dr. Laird provided some history with respect to this item.

13. Moved by Councillor Billings Seconded by Councillor Salisbury

THAT staff be authorized to engage in discussions with the University of Guelph to develop an agreement to provide land and services for a proposed Pilot Scale Wastewater Research Facility adjacent to the existing Wastewater Treatment Plan and to bring the proposed

agreement back to Council for its consideration.

Carried

The meeting adjourned at 12:40 p.m.

Acting Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE October 10, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

September 5, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
PRESENTATION BY WORLD WILDLIFE FEDERATION	
To present their follow up to earth hour.	
SIGN BY-LAW EXEMPTION REQUEST FOR 1 & 2 KORTRIGHT ROAD EAST (as deferred from September 5, 2008 meeting)	Approve
THAT Report 08-93 regarding a sign variance request for 1 and 2 Kortright Road East from Community Design and Development Services, dated September 5, 2008, be received;	
AND THAT the request for a variance from the Sign By-law for 1 and 2 Kortright Road East to permit one sign for third party advertising to be situated on the existing brick wall, in lieu of the by-law requirement of no third party advertising be refused.	
Correspondence: • George & Debbie McHallam	
PROPOSED DEMOLITION OF 65 MARY STREET, WARD 5, GUELPH	Approve
THAT the proposed demolition of the house at 65 Mary Street be approved.	

EXPANSION OF THE MUNICIPAL REGISTER OF CULTURAL HERITAGE PROPERTIES TO INCLUDE NON- DESIGNATED BURCHER-STOKES PROPERTIES	Approve
THAT Report 08-104, dated October 10, 2008 from Community Design and Development Services, regarding the expansion of the <i>Municipal Register of Cultural Heritage</i> <i>Properties</i> to include the "non-designated" <i>City</i> <i>of Guelph Inventory of Heritage Structures</i> (Burcher-Stokes Properties) be received;	
AND THAT the <i>Municipal Register of Cultural</i> <i>Heritage Properties</i> be expanded to include the "non-designated" <i>City of Guelph Inventory of</i> <i>Heritage Structures</i> (Burcher-Stokes Properties) listed in Attachment 3.	
PUBLIC PROMOTION ACTION PLAN FOR DRINKING WATER CONSUMPTION	
THAT the report of the Director of Environmental Services, dated October 10, 2008 providing a outline of the Public Promotion Action Plan for Drinking Water Consumption, be received for information.	
CITY OF GUELPH INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL CAPACITY BUYBACK PROGRAM	Approve
THAT the report of the Director of Environmental Services, dated October 10, 2008, providing an update on the City's Industrial, Commercial and Institution ("ICI") Capacity Buyback Program, be received;	
AND THAT Council, authorizes and approves the ICI Capacity Buyback Program as set out in the document, including the standard Terms and Conditions, which is attached to the October 10, 2008 staff report as Appendix A and as outlined in the October 10, 2008 staff report;	

AND THAT Council authorizes the Director of Environmental Services to execute related documents, including agreements, if any, required to implement the said ICI Capacity Buy Back Program, subject to the satisfaction of the Director of Environmental Services and the City Solicitor;	
AND THAT the Mayor and Clerk be authorized to sign an agreement between the City of Guelph and Cargill Meat Solutions Inc. with respect to financial incentives under the ICI Capacity Buyback Program as outlined in the said staff report dated October 10, 2008;	
AND THAT staff be directed to report back to Council with an annual update on program participation and water savings achieved through the City's ICI Capacity Buyback Program.	
OUNRA CORRESPONDENCE REGARDING SIGHTLINES AND BOULEVARDS (as deferred from September 5, 2008 meeting)	
The Chair will speak to this matter.	
GROWING THE GREENBELT BROCHURE	
The Mayor will speak to this matter.	
MILTON RESOLUTION REGARDING THE MINISTER OF THE ENVIRONMENT PLACING A DEPOSIT/RETURN SYSTEM ON ALUMINUM AND PLASTIC DRINK CONTAINERS	
The Mayor will speak to this matter.	

OTHER BUSINESS

NEXT MEETING

November 7, 2008

Distribution	Minutes			
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, September 5, 2008, 9:00 a.m.			
	A meeting of the Community Development and Environmental Services Committee was held on Friday, September 5, 2008 in Committee Room B at 9:00 a.m.			
	Present: Councillors Billings, Piper, Salisbury and Mayor Farbridge Absent: Councillor Burcher			
	Also Present: Councillor Beard			
	Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Mr. M. Amorosi, Director of Human Resources, Mr. G. Hunt, Manager, Employee/Employer Relations, Assistant Director of Human Resources; Ms. T. Sinclair, Manager of Legal Services; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator			
	There was no disclosure of pecuniary interest.			
	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (d) & (f) of the Municipal Act with respect to: labour relations or employee negotiations advice that is subject to solicitor-client privilege 			
	Carried			
	The Director of Environmental Services provided information with respect to the matter regarding labour relations or employee negotiations.			
	Mr. D. Chamberlain, Procurement Lawyer, provided information with respect to the matter regarding labour relations or employee negotiations; and provided advice that is subject to solicitor-client privilege.			
	The Manager of Legal Services provided information with respect to the matter regarding labour relations or employee negotiations; and provided advice that is subject to solicitor-client privilege.			
Ms. L.E. Payne	 Moved by Mayor Fabridge Seconded by Councillor Salisbury THAT the report from legal services regarding a matter with respect to labour relations or employee negotiations; and advice that is subject to solicitor client privilege, be received 			
	to solicitor-client privilege, be received. Carried			

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Distribution	Minutes		
September 5, 2008	Community Development & Environmental Page 2 Services Committee		
	The remainder of the meeting was held in public session.		
	Present: Councillors Billings, Piper, Salisbury and Mayor Farbridge		
	Absent: Councillor Burcher		
	Also Present: Councillors Beard, Bell & Hofland		
	 Staff in Attendance: Dr. J. Laird, Director of Environmental Services; Mr. M. Amorosi, Director of Human Resources; Mr. G. Hunt, Manager, Employee/Employer Relations, Assistant Director of Human Resources; Mr. J. Riddell, Director of Community Design & Dvelopment Services; Mr. P. Busatto, Manager of Waterworks; Mr. C. Walsh, Manager of Wastewater Services; Mr. D. Wyman, Manager of Solid Waste Resources; Mr. S. Hannah, Manager of Development & Parks Planning; Ms. M. Plaunt, Manager of Policy Planning & Urban Design; Mr. R. Henry, City Engineer; Mr. T. Robertson, Supervisor, Operations; Mr. M. Roumeliotis, Operator; Ms. D. Hamilton, Clerical Assistant; Mr. G. Wheeler, Optimization Programs Facilitator; Mr. P. Kraehling, Senior Policy Planner; Mr. B. Poole, Chief Building Official; Mr. P. Sheehy, Zoning Inspector; Mr. R. Reynan, Manager of Inspection Services; Mr. J. Doran, Quality Assurance Coordinator; Ms. T. Sinclair, Manager of Legal Services; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator. 		
	There was no disclosure of pecuniary interest.		
	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the minutes of the Community Development and Environmental Services Committee meeting held on May 16, 2008 and July 11, 2008 be confirmed as recorded and without being read. 		
	Carried		
	Wastewater Public Outreach Program for School Children Presentation		
	Mr. T. Robertson, Supervisor, Operations, provided information regarding the purpose of the project and the level of staff involvement.		
	Mr. M. Roumeliotis, Operator, Wastewater Services advised that staff have approached the Public School Board with the book and the school board believes it will fit nicely into their curriculum. They will be meeting with the Separate School Board very soon.		

Distribution	Minutes
September 5, 2008	Community Development & EnvironmentalPage 3Services Committee
	Ms. D. Hamilton, Clerical Assistant stated that staff began the project to provide young students with information regarding wastewater at their level.
	Mayor Farbridge commended staff for taking the initiative for this well done project.
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the Wastewater Public Outreach Program for School Children Presentation be received.
	Carried
	Cultural Change Pilot/Optimization Program
	Mr. G. Wheeler, Optimization Program Facilitator provided information regarding the history of the optimization program, the current status, and the human infrastructure. He then provided an overview of the emerging benefits and the vision for the project.
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the report of the Director of Environmental Services dated September 5, 2008 entitled <u>Cultural Change Pilot/Optimization</u> <u>Program</u> be received.
	Carried
	City of Guelph Draft Natural Heritage Strategy
	The Manager of Policy Planning and Urban Design advised that the document will be available on the website and staff will proceed with stakeholder meetings.
	Ms. Margot Ursic, Planning Ecologist, Dougan & Associates, outlined the history of the project and addressed the specific goals of this next phase.
	Staff will provide information with respect to how the Natural Heritage Strategy corresponds with the City's Growth Management Strategy. They will also provide information with respect to financial implications.
	Staff advised that the County is on the steering committee and linkages have been reviewed. The Strategy is trying to respect surrounding green spaces and they are being considered.
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Distribution	Minutes		
September 5, 2008	Community Development & Environmental Page 4 Services Committee		
	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the procedural by-law be suspended to allow the delegation of John Valeriote. 		
	Carried		
	Mr. John Valeriote, representing Victoria Wood Developers, wished to be on record to objecting to all of their property being identified in criteria number two of the Natural Heritage Strategy. He advised they are committed to meeting with Guelph Field Naturalists and addressing the issues on the lands. He would also like to encourage the City to enter into dialogue with the stakeholders.		
Mr. J. Riddell	 Moved by Mayor Fabridge Seconded by Councillor Salisbury THAT the Community Design & Development Services Report 08-97 on the Draft Natural Heritage Strategy prepared by Dougan and Associates dated July 2008, be received; 		
	AND THAT staff be directed to circulate the City of Guelph Draft Natural Heritage Strategy for public and stakeholder input in order to proceed with finalization of the Strategy.)	
	Carried		
	Selection of the Design-Build-Operate (DBO) Model for the Construction and Operation of a Facility to Process Organic Waste		
	Dr. Laird advised the facility's purpose is to maximize diversion and ensure compliance. She stated the City needs to purchase the best proven technology available and expertise, and ensure that in-house staff will provide the necessary expertise to oversee the operation. She outlined the history of this matter and advised the City has hired a fairness consultant to ensure the RFP is fair and equitable. She advised Denis Chamberlain is available to answer questions.		
	Mr. Brad Kelloway, President of CUPE 241was present to advise the staff is apprehensive of another public/private partnership because past experiences that the City has encountered. He said the City nee to ensure that the technology is going to work to make sure money saved. He stated they have issues with portions of the propos agreement, particularly surrounding consequences, damages and failu to meet service levels, and the breakdown between customer & provide He urged the City to not approve the recommendation and ask staff have further discussion.	of ds is ed ure er.	

Distribution	Minutes
September 5, 2008	Community Development & Environmental Page 5 Services Committee
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT the Design-Build (DB) option be eliminated from further consideration with respect to Request for Proposal #06-060, entitled "For the Design-Build-Operation of a Facility to Process Organic Waste.
	Carried
	Sign By-law Exemption Request for 1 and 2 Kortright Road East
	The applicant for the variance from the Sign By-law has requested the item be deferred to the next Community Design and Environmental Services Committee meeting to enable them an opportunity to speak to this matter.
Mr. J. Riddell	 7. Moved by Councillor Salisbury Seconded by Councillor Billings THAT the request for a variance from the Sign By-law for 1 and 2 Kortright Road East to permit one sign for a third party advertising to be situation on the existing brick wall, in lieu of the by-law requirement of no third party advertising be deferred to the next Community Design and Environmental Services Committee meeting.
	Carried
	The Committee took a short recess.
	The meeting reconvened at 11:30 a.m.
	Solid Waste Management Master Plan Steering Committee: Final Report and Recommendations
	Mr. Dean Wyman, Manager of Solid Waste Resources, defined the Master Plan. He outlined the guiding principles, explained the Zero Waste Philosophy and the Covenant they wish to develop. He also explained the waste diversion targets and the key recommendations and next steps.
	He advised that staff will be coming forward with reports that will be designed to meet the objectives of the Master Plan.
	Dr. Laird stated that the City is not currently proposing a user pay system. They are intending to use education and promotion prior to enforcement measures.

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Distribution	Minutes			
September 5, 2008	Community Development & Environmental Page 6 Services Committee			
	Mayor Farbridge advised that the Committee had requested staff to determine achievable targets based on what can be technically achieved with our current understanding, but also could be reviewed and changed if new technology comes out.			
	Staff was advised to review the expenses of future pilot projects and provide the information back to Committee.			
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Billings THAT Council adopts the recommendations contained in the final report of the Solid Waste Management Master Plan Steering Committee; 			
	AND THAT staff bring individual projects to Committee and Council for approval through the annual budget approval process;			
	AND THAT staff report quarterly to Committee on the implementation of the Solid Waste Management Master Plan;			
	AND THAT Council extend their appreciation to the members of the Waste Management Master Plan Steering Committee for their efforts and dedication over the past year.			
	Carried			
	Solid Waste Resources Diversion Projects Update Report			
	Mr. David Dorian on behalf of 60 Wyndham Street South condominium, requested either a decrease in taxes or full services. He stated they have seen an increase of 40% costs for removal of their recyclables by a private contractor. He stated their condominium is willing to participate			
	in a pilot project for recycling services for multi-residential units. He advised that he is a member of the Canadian Condominium Association and there are a number of places facing the same challenge.			
	Dr. Laird advised that a previous Council considered a rebate program but decided against it. She stated that there are other multi- residential unit buildings that participate in curbside pickup.			
	Staff was directed to report back on the feasibility and costs of providing services to Industrial, Commericial and Institutional buildings within the City.			
	9. Moved by Mayor Farbridge Seconded by Councillor Billings			

Distribution	Minutes		
September 5, 2008	Community Development & Environmental Services Committee	Page 7	
Dr. J. Laird	THAT the update report of the Director of Environmental Services dated September 5, 2008, with respect to Guelph's Solid Waste Resources waste minimization projects be received.		
		Carried	
	Drinking Water Quality Management System Impler Information for Council	nentation –	
	Jacob Doran, Water Quality Assurance Coordinator provided background information regarding the municipal drinking water license program and advised that the City needs to comply by February 1, 2009. He then outlined the option the City chose to achieve compliance and explained the required elements. He advised that the next steps were a presentation to Council to provide further details and present their Operational Plan.		
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT the report of the Director of Environmental Services September 5, 2008 entitled <u>Drinking Water Quality Manages</u> System Implementation – Information for Council be receipted 	<u>gement</u>	
	AND THAT Council, as designated owner of the City of Gu Waterworks under the Provincial Drinking Water License i authorize the Director of Environmental Services to subm Council's behalf, all required applications and supporting required under the Drinking Water License initiative;	initiative, iit, on	
	AND THAT staff be directed to report back to Council with regarding procedures for communicating compliance with Drinking Water Legislation.		
	Drinking Water Legislation.	Carried	
	Backflow Prevention Regulations		
	Mr. Rob Reynan, Manager of Inspection Services advised program is not mandated but is a voluntary program. He City has a good compliance rate but desire to see an incr	e stated the	
REPORT	 Moved by Councillor Billings Seconded by Mayor Farbridge THAT City Council adopt amendments to Schedule "A" of By-law (1991)-13791, known as the Backflow Prevention By-law, in accordance with Community Design and Development Services report 08-88 dated September 5, 2008. 		
		Carried	

Distribution	Minutes		
September 5, 2008	Community Development & Environmental Services Committee	Page 8	
Councillor Burcher	 OUNRA Correspondence Regarding Sightlines & Boulevards 12. Moved by Mayor Farbridge Seconded by Councillor Billings THAT the OUNRA Correspondence regarding sightlines and boulevards be deferred to the next Community Development and Envrionmental Services meeting. 		
		Carried	
	Other Business		
	Construction of Pilot Scale Research Facility Adjacent Existing City Wastewater Treatment Plant	t to the	
	Dr. Laird provided some history with respect to this item.		
REPORT	 13. Moved by Councillor Billings Seconded by Councillor Salisbury THAT staff be authorized to engage in discussions with the of Guelph to develop an agreement to provide land and ser proposed Pilot Scale Wastewater Research Facility adjacent existing Wastewater Treatment Plan and to bring the proposed agreement back to Council for its consideration. 	vices for a to the	
		Carried	
	The meeting adjourned at 12:40 p.m.		
	Acting Chairperson		
l	I		

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, September 5, 2008
SUBJECT	Sign By-law Exemption Request for 1 and 2 Kortright Road East
REPORT NUMBER	08-93

RECOMMENDATION

"THAT Report 08-93 regarding a sign variance request for 1 and 2 Kortright Road East from Community Design and Development Services, dated September 5, 2008, BE RECEIVED and;

THAT, the request for a variance from the Sign By-law for 1 and 2 Kortright Road East to permit one sign for third party advertising to be situated on the existing brick wall, in lieu of the by-law requirement of no third party advertising, BE REFUSED."

BACKGROUND

The City of Guelph has received a Sign By-law Variance request for 1 and 2 Kortright Road East (see Schedule "A"- Location Map and Sign) on behalf of the local neighbourhood association. Previously, in January 2007, the City acted upon a complaint received regarding signage for a local landscaping company on the two subject properties. The landscaping company had been maintaining the landscaped areas and had signage indicating such. The City acted upon the complaint due to the Sign By-law regulation 7 (1) (d) Location of Signs Restricted that states:

7 (1) No person shall erect or display any sign:

(d) other than a municipal election sign, garage sale sign, portable open house or model home directional sign within a public road allowance, banner on the Norfolk Street pedestrian overpass, mobile sign being used by a non-profit organization, poster or billboard, **on any property other than the property to which the advertisement on said sign pertains**; Since the landscaping company does not own or have business located on the property, the signage was subsequently removed and in the spring of this year the landscaping company was no longer involved in the ongoing maintenance of the landscaping. The landscaping company has recently performed a one time maintenance of the landscaping as noted on Schedule "B", Site Photographs.

REPORT

The subject landscaped areas (see Schedule "B" Site Photographs) are on private property. The existing brick wall and landscaping were the subject of Committee of Adjustment application A-49/86 (see Schedule "C"- Committee of Adjustment Decision). Variances were approved with conditions to allow the entrance features of the subdivision on private property. The owners were to "maintain in good and tidy appearance, the boundary fence along the Gordon Street property line" and "further agree to maintain in good and tidy appearance, that portion of their lot located between the Kortright Road right-of-way and the boundary fence."

Approximately 9 years ago, Tim Horton's and Manor Landscaping approached the neighbourhood association with an offer to maintain the landscaping. Previously, the neighbourhood association was maintaining the landscaping with limited success and much time and effort. The offer was welcomed. Manor Landscaping asked to erect a small sign (8" x 10") (See Schedule "A" – Location Map and Sign) indicating that the upkeep of the landscaping was being donated by both businesses. No City approvals were given to the signage. The arrangement ended when the sign was found to contravene the by-law and enforcement was required.

The applicant for this application is the neighbourhood association on behalf of the owners. The neighbourhood association has provided a sixty name petition and a letter stating their concerns and request (see Schedule "D"- Letter).

Staff is recommending refusal of the application because it does not meet the intent of the Sign By-law with respect to third party advertising. Staff is concerned that the approval of this type of third party advertising could lead to setting a precedent. Staff realizes that this is a gateway feature into the subdivision, however the Committee of Adjustment approval was given with conditions related to the upkeep of the landscaping and the present owners have been reminded of such.

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

ATTACHMENTS

Schedule "A"- Location Map and Sign Schedule "B"- Site Photographs Schedule "C"- Committee of Adjustment Decision Schedule "D"- Letter

Recommended By:

Prepared By: Pat Sheehy Senior By-law Administrator 837-5616 ext. 2388 patrick.sheehy@guelph.ca

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

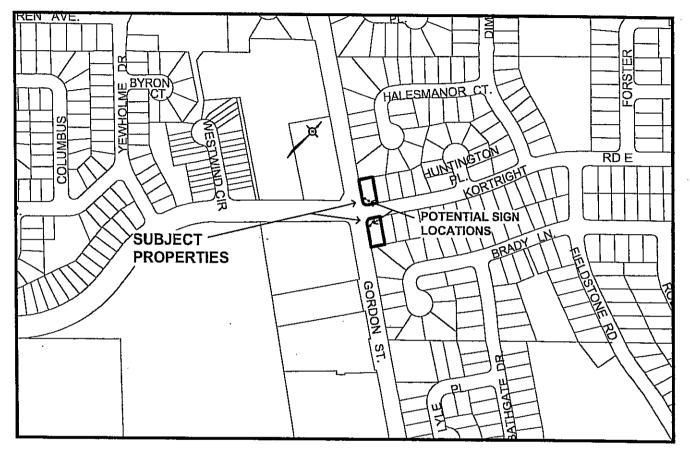
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Recommended By: Jim Riddell Director, Community Design and Development Services 837-5616 ext. 2361 jim.riddell@guelph.ca

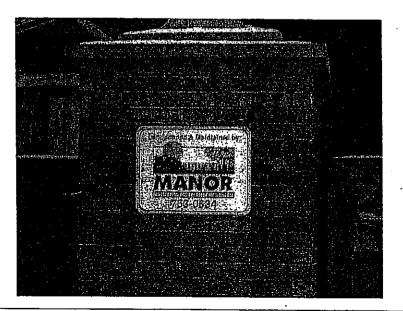
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SCHEDULE "A"

LOCATION MAP



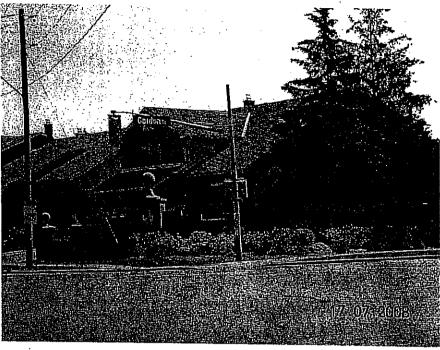
SIGN



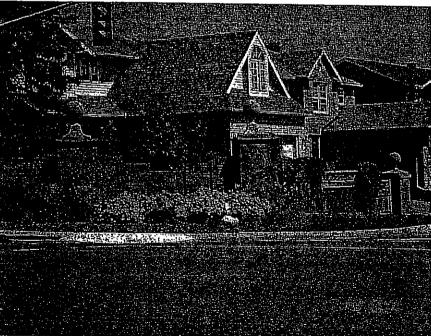
SCHEDULE "B"

SITE PHOTOGRAPHS

1 Kortright Road East



2 Kortright Road East



*Please note that Manor Landscaping has serviced both landscaped areas recently.

SCHEDULE "C"

COMMITTEE OF ADJUSTMENT DECISION

Application Number A-49/86

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Moved, seconded and carried:

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"THAT in the matter of an application under Section 44(1) of the Planning Act 1984, a variance from the requirements of Section 6.7.2.1 of Zoning By-law (1971)-7666, as amended for the West Part of Lot 3, Concession 8, formerly the Township of Puslinch, now in the City of Guelph, to recognize the location of a proposed boundary fence along the westerly limit (Gordon Street) of a proposed plan of subdivision having a height of approximately 2.0 metres (6.5 feet) in lieu of the required 1.2 metres (4 feet); and to construct wood and masonry entrance gates at the subdivision entrance at the intersection of Gordon Street and Kortright Road with a height of approximately 2.8 metres (9.19 feet) in lieu of the required 1.2 metres (4 feet), be approved, subject to the following conditions: -

1. That the developer agrees to include the following clauses in his agreement of purchase and sale, as well as in the deeds affecting Lots 1, 28 to 33 and 64; and provide the Gity with a copy of the deeds to indicate that this clause is included in the deeds.

The owners/purchasers agree to maintain in good and tidy appearance, the boundary fence along the Gordon Street property line, without modification.

The owners/purchasers of Lots 1 and 64 further agree to maintain in good and tidy appearance, that portion of their lot located between the Kortright Road right-of-way and the boundary fence.

 That the construction of the proposed fence not be allowed to conflict with the location of planned hydro facilities to be installed in the Halesmanor Heights Subdivision.

3. That the design of the entrance gates be subject to the approval of Guelph Hydro as they relate to the planned overhead pole line on Kortright Road.

Application Number A-49/86

Moved, seconded and carried:

Reason for approval being: -

1. The general intent and purpose of the Zoning By-law and Official Plan will be maintained."

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			CERTIFICATION	- ·		

I hereby certify this to be a true copy of the Decision of the Guelph Committee of Adjustment and this decision was concurred in by a majority of the members who heard this application at a meeting duly held on the 8th day of April, 1986 Dated this 14th day of April, 1986 Kim Fairful,

Dated this 14th day of April, 1986 Notice: The last day on which a notice of appeal to the Ontario Municipal Board may be filed is <u>May 8, 1986</u>

Kim Fairfull, Secretary-Treasurer, Committee of Adjustment.

SCHEDULE "D"

LETTER

19 Fieldstone Rd. Guelph, Ont. N1L 1A6 June 18, 2008

Mr. Patrick Sheehy By-law Enforcement Officer Building Division, City Hall Corporation of the City of Guelph 59 Carden St. Guelph, Ont. N1H 3A1

Dear Mr. Sheehy

We are neighbours who are concerned with the appearance of the gardens at Gordon and Kortright and we strongly support this application for a sign variance. For years our neighbourhood association struggled to maintain these gardens ourselves, hauling wagonloads of water to the corner and organizing teams of volunteers to weed and trim the overgrowth. Still, the upkeep was more than we could manage and the gardens never looked tidy or properly cared for. We always felt they made a poor impression for anyone visiting the Guelph community.

When the owners of Tim Horton's and Manor Landscaping approached our neighbourhood association approximately 9 years ago, we gratefully accepted their offer to maintain the gardens. They wanted to give something back to the neighbourhood and we welcomed this gesture. In return, they asked to put up a small and tasteful sign indicating that the upkeep of the gardens was being donated by both businesses. This arrangement has worked perfectly. We have all been extremely thankful for the colorful and tidy appearance of the gardens which we feel do not only beautify the entrance to our neighbourhood but also improve a very busy and visible intersection seen by many visitors and residents alike. The size of the gardens makes them very difficult for the homeowners at the corner to maintain in a professional manner. At best, they could only mow the surrounding grass. The crew from Manor Landscaping regularly applied fresh mulch, weeded, trimmed, replaced dead plants, picked up garbage and tidied up after themselves. They have done a fabulous job!

We would all be grateful if Tim Horton's and Manor Landscaping could continue with this much appreciated community project. We also feel they deserve to be acknowledged for their effort, time and generosity with a simple and tasteful sign.

Thank you for considering this application.

Amstra Deb Armstrong

Mr. Patrick Sheehy By-law Enforcement Officer Building Division, City Hall Corporation of the City of Guelph 59 Carden St. Guelph, Ont. N1H3A1

Re: Sign By-law Variance, corner of Kortright & Gordon Sts.

Dear Mr. Sheehy,

I am writing you to voice my support for a sign variance related to the gardens at the corner of Kortright and Gordon Sts.

I have lived in this neighbourhood for 20 years and during this time we have always struggled to maintain the appearance of this corner which serves not only as an entrance to our neighbourhood but as a first impression of the city itself. I'm sure you'll agree that first impressions are lasting impressions and with that in mind we managed to secure the services of Manor Landscaping supported by the owners of Tim Horton's. The only thing they asked for in return was to install a very discreet sign indicating the gardens were maintained through the support of both companies. Over the years this arrangement has worked extremely well providing our neighbourhood and the city with a very attractive garden feature. Now I understand that as a result of one concerned individual this arrangement has been discontinued. I do not try to understand the logic of their position but can tell you that everyone that I have spoken with is completely supportive of the previous arrangement.

I understand that our application for a variance to the by-law comes before the committee for Community Development and Environmental Services on Friday, October 10th. I would ask for your support along with the other committee members to take the common sense approach to this issue and support our application. Making our city a more inviting place to live is our only concern.

Yours truly,

George & Debbie McHallam

Guelph, Ont.

cc:

Karen Farbridge – Mayor Mike Salisbury Lise Burcher Leanne Piper Christine Billings

COMMITTEE REPORT



Community Development and Environmental Services Committee
Community Design and Development Services October 10, 2008
Proposed Demolition of 65 Mary Street, Ward 5, Guelph
08-103

RECOMMENDATION

THAT the proposed demolition of the house at 65 Mary Street, BE APPROVED

BACKGROUND

An application to demolish the existing detached dwelling at 65 Mary Street has been received by Community Design and Development Services.

The land where the house is situated is zoned R.1B (Residential). A Building Permit application has been submitted for a new two storey detached dwelling on the subject property in a similar location to the existing dwelling.

The existing house was constructed in 1940 and is not part of the Heritage Inventory (See **Schedule 2** – Site Photograph).

REPORT

The City's Demolition Control By-law was passed under the authority of Section 33 of the Planning Act. The By-law is intended to help the City "...retain the existing stock of residential units and former residential buildings in the City of Guelph." Section 33 of the Planning Act allows that Council's decision may be appealed by the applicant to the Ontario Municipal Board. In addition, an applicant may appeal if there is no decision within 30 days of application.

The approval of the application is recommended since the existing house is to be replaced with a new dwelling unit, therefore there is no loss of residential capacity proposed. The currently proposed replacement dwelling is to be located on the property with similar front and side yard setbacks as the existing dwelling (see **Schedule 3** – Proposed Site Layout). In addition, the dwelling has been designed in such a manner as to be sensitive to and compatible with the surrounding neighbourhood (see **Schedule 4** – Proposed Front Elevation).

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

None

COMMUNICATIONS

A sign was posted on the subject property advising that a demolition permit has been submitted and that interested parties can contact Building Services for additional information.

ATTACHMENTS

Schedule 1 - Location Map Schedule 2 - Site Photograph Schedule 3 - Proposed Site Layout Schedule 4 - Proposed Front Elevation

Prepared By: Stacey Laughlin Development and Urban Design Planner 519.837.5616 x2327 stacey.laughlin@guelph.ca

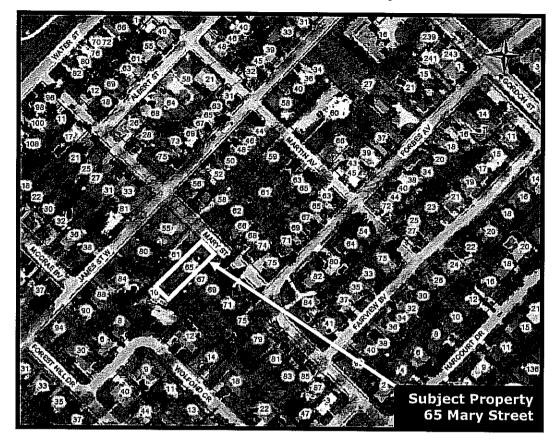
Recommended By: R. Scott Hannah Manager of Development and Parks Planning 519.837.5616 x2359 scott.hannah@guelph.ca

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Recommended By: James N. Riddell Director of Community Design and Development Services 519.837.5616 x2361 jim.riddell@guelph.ca

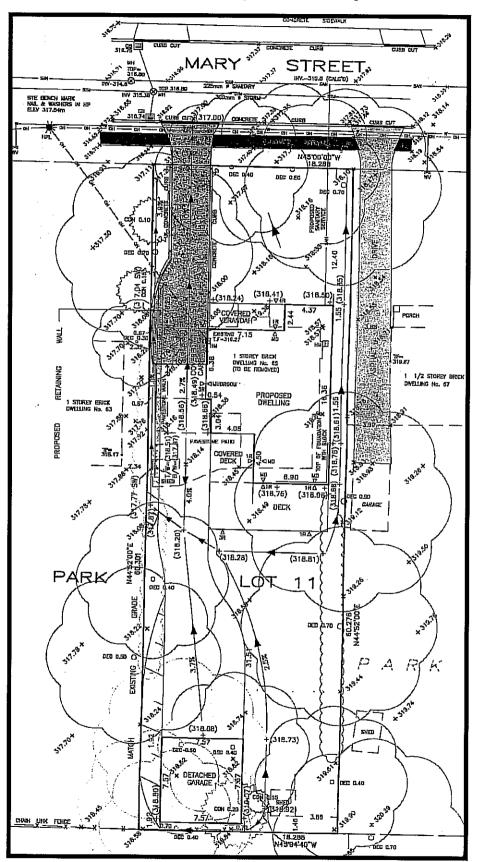
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SCHEDULE 1 – Location Map



SCHEDULE 2 -- Site Photograph (September 2008)





SCHEDULE 3 – Proposed Site Layout



SCHEDULE 4 – Proposed Front Elevation

4

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services October 10, 2008
SUBJECT	EXPANSION OF THE MUNICIPAL REGISTER OF CULTURAL HERITAGE PROPERTIES TO INCLUDE NON- DESIGNATED BURCHER-STOKES PROPERTIES
REPORT NUMBER	08-104

RECOMMENDATION

THAT Report 08-104, dated October 10, 2008 from Community Design and Development Services, regarding the expansion of the *Municipal Register of Cultural Heritage Properties* to include the "non-designated" *City of Guelph Inventory of Heritage Structures* (Burcher-Stokes Properties) be received;

AND THAT the *Municipal Register of Cultural Heritage Properties* be expanded to include the "non-designated" *City of Guelph Inventory of Heritage Structures* (Burcher-Stokes Properties) listed in Attachment 3.

BACKGROUND

In 2007, Council endorsed a three phase process to expand the *Municipal Register* of *Cultural Heritage Properties*. This report addresses the first phase which is the expansion of the Register to include approximately 1,900 cultural heritage resources listed on the *City of Guelph Inventory of Heritage Structures* compiled by Frank Burcher and Peter Stokes during the 1990s hereafter referred to as the Burcher-Stokes Inventory. The second phase involves the development of weighting/ranking criteria for the entire list of cultural heritage resources within the City (approx. 4,000 properties). Phase three involves the application of the criteria to the City's *Architectural Inventory* compiled by Gordon Couling during the 1970s to determine which of these properties should also be included on the Register (approx. 2,100 properties).

The Ontario Heritage Act requires municipalities to keep a Register identifying all properties "designated" by a municipality or by the Minister to have cultural heritage value or interest under Part IV (individual designation) and Part V (district designation) of the Ontario Heritage Act. The Register serves as the official listing of cultural heritage properties identified as being important to the community.

Information to be included in the Register for each designated property includes: legal description; name and address of owner; and a statement explaining the cultural heritage value or interest along with a description of the property's heritage attributes (See Attachment 1).

The Register may be expanded to also include "non-designated" properties that a Council believes to be of cultural heritage value or interest on its Municipal Register under section 27.1.2 of the *Ontario Heritage Act*. If an owner wishes to remove or demolish a "non-designated" property included on the Municipal Register the owner must provide the City with at least 60 days notice. This time period provides a municipality with additional time to consider the application and decide if the property should be designated. If designated, the heritage elements identified in the designation by-law would be protected and their demolition/removal subject to an approval process prescribed in the *Ontario Heritage Act*.

For properties not listed on the Municipal Registry, a municipality has 10 working days to consider a residential demolition permit and 20 working days to consider a commercial/industrial demolition permit under the *Ontario Building Code*. These review timeframes are typically inadequate to determine the heritage significance of a property and whether further protection should be applied to elements of the property through designation.

The decision to include a "non-designated" property on the Municipal Register lies with the local Council. However, Council must consult with its Municipal Heritage Committee, i.e., Heritage Guelph, prior to including a "non-designated" property on the Register.

Although the inclusion of a "non-designated" property on the Register does not legally require public notification, it is recommended so that property owners are aware of the Register and understand the implications of their property's inclusion. The only information that needs to be included in the Register for a "nondesignated" listing is a property description so that it can be readily identified. However, a brief rationale is recommended to explain the property's potential cultural heritage value or interest. The proposed content of Register listings for "non-designated" properties is illustrated on Attachment 2.

Municipal Register of Cultural Heritage Properties and the *City of Guelph Heritage Inventory*

The City of Guelph currently has 83 designated properties/structures included in its *Municipal Register of Cultural Heritage Properties*. There are roughly 4,000 additional properties on the *City of Guelph Heritage Inventory* that are not yet designated which could be added to the Municipal Register. Previous counts of 3,000 heritage properties were erroneously reported due to an unknown limitation placed on the number of properties that can be accessed by the City's data system at one time.

The City of Guelph Heritage Inventory of Cultural Heritage Resources consists of two inventories; the Architectural Inventory compiled by Gordon Couling and the City of Guelph Inventory of Heritage Structures compiled by Frank Burcher and

Peter Stokes. The Couling Inventory was developed in the 1970's with a focus on age and stone architecture. Essentially, any building/structure constructed prior to 1927 (Guelph's Centennial) was included on this inventory. During the 1990's, the Burcher-Stokes Inventory was completed to update the Couling Inventory and was expanded to include properties located within the current City boundaries. The Burcher-Stokes Inventory focused on architectural and historical merit. Although there is some duplication of properties on both inventories, the address listings are not the same since different assessment criteria were used. Some properties included in the Couling Inventory are absent from the Burcher-Stokes Inventory and vice-versa. As a result there are approximately 4,000 individual properties on the combined inventory list. In addition, Heritage Guelph occasionally recommends that additional properties be added to the heritage inventory.

As per Phase I of the work plan, this report is recommending that the Burcher-Stokes Inventory be considered for inclusion in the Register at this time on the basis that this recent inventory looked at both architectural and historical merit and has been evaluated to ensure that the listings would meet current legislated designation criteria. The Register expansion would also bring clarity to the demolition process and provide Council with a 60 day review period to determine whether the resource may be removed/demolished or if the designation process should be initiated.

Current Practice

Currently, the *City of Guelph Heritage Inventory* is used by the City as a source of potential designations and is a consideration in the development approval process. The Inventory is included in the City's property tracking system, AMANDA, which serves as a flag for any development or demolition application or query made on a property. Currently, owners become aware of their inclusion on the inventory when they make a building/planning application or inquiry to the City.

The Registry will provide a more readily accessible means for property owners and potential purchasers to become aware of the properties on the Inventory.

REPORT

Inclusion of Burcher-Stokes Inventory Properties on the Municipal Register

It is recommended that the *Municipal Register of Cultural Heritage Properties* be expanded to include the "non-designated" properties on the Burcher-Stokes Inventory. The Burcher-Stokes Inventory includes approximately 1,900 entries. In order to test the appropriateness of the properties on the inventory for future consideration for designation, a sampling exercise was completed and confirmed that the properties would meet current designation criteria prescribed by the revised *Ontario Heritage Act*.

If approved by Council, the properties will be included in the Register and an appropriate code will be input into the Ciy's AMANDA system so that when a demolition or removal request is made, applicants are informed of the process and the need for the City to respond within a 60 day period.

Council must make a decision and determine if the property should be designated under the *Ontario Heritage Act* or not. If the Council determines, with the advice of Heritage Guelph, that the property should be designated, a notice of intent to designate must be given and the process for designation applied pursuant to the *Ontario Heritage Act*. If the Council decides that the property is not to be protected, the property will be removed from the Municipal Registry and the demolition permit may be issued.

Prior to this meeting, a notice of this report's presentation to Community Development and Environmental Services was forwarded to all affected property owners and a general notice was included in the newspaper. An information brochure will also be developed on the Registry to compliment the existing brochures on individual and district heritage designations.

Next Steps

The second phase of the Register expansion project involves establishing weighting /ranking criteria for the properties on the *City of Guelph Inventory of Cultural Heritage Resources* to assist in determining priorities for both individual and district heritage designations. The criteria will also be used to determine which Cultural Heritage Resources should be added to the Registry in addition to the Burcher-Stokes listings added previously in phase one. Consulting services will be required to develop the weighting/ranking criteria.

The third phase will involve the analysis of the Couling Inventory properties, that are not on the Burcher-Stokes Inventory, and whether they should be included on the Municipal Register. This will be done by applying the criteria and weighting methodology developed in Phase II.

The long term aim is to evaluate all the properties on the Municipal Registry to determine if they should be individually designated or included in a heritage district.

Conclusion

The inclusion of the Burcher-Stokes Inventory properties on the Municipal Register will signal a strong level of commitment to heritage protection within the City. It also provides additional time for Council to consider the heritage value of those properties included on the Municipal Register, that are the subject of a demolition permit, and determine whether the property should be designated or permitted to be demolished.

CORPORATE STRATEGIC PLAN

The expansion of the *Municipal Register of Cultural Heritage Properties* is integral to achieving the City's Strategic Goal 4, "a vibrant and valued arts, cultural and heritage identity". The Register will also influence Goal 1, "an attractive, well-functioning and sustainable city".

FINANCIAL IMPLICATIONS

The City has included \$25,000 in the Operating Budget (2009) for professional consulting fees with approximately \$20,000 set aside for Phase 2 of the Expansion of the Municipal Register.

DEPARTMENTAL CONSULTATION

As required under Section 27.1.3 of the *Ontario Heritage Act*, Heritage Guelph has been consulted regarding the inclusion of the Burcher Stokes properties on the Municipal Register and has approved their inclusion using the phased approach presented above which was endorsed by Council on July 16, 2007. The Register and its expansion has involved Information Services and Community Design and Development Services. Direction regarding the project approach, register format, content, creation, maintenance and communication strategy has been provided by Community Design and Development. Assistance has also been provided by Heritage Guelph members, the City's Municipal Heritage Committee. Pursuant to the *Ontario Heritage Act*, the Register will be kept in the Clerk's Office, Information Services.

COMMUNICATIONS

A comprehensive Communications Plan has been developed to inform individual property owners and the public of cultural heritage resources within the City of Guelph and policies governing their protection. The Communications Plan is meant to help clarify the process and inform people of the implications of a Register listing and property designation. In 2007, the following communication activities were completed: two public open houses on the Municipal Register in December; and participation and displays at community heritage events throughout the year (e.g. Spotlight on Heritage, Doors Open Guelph, Art on the Street). Information brochures/bulletins were also distributed. Information on the Municipal Register has been posted on the City's website and will be included in a public information brochure.

ATTACHMENTS

Attachment 1 - Sample Municipal Register Entry for Designated Property Attachment 2 - Sample Municipal Register Entry for Non-Designated Property Attachment 3—Non-Designated Properties to be Listed in the Municipal Register

Prepared By;

Joan Jylanne Senior Policy Planner 519 837-5616 x 2519 joan.jylanne@guelph.ca

Recommended By: Marion Plaunt Manager of Policy Planning and Urban Design 519 837-5616 x 2426 <u>marion.plaunt@guelph.ca</u>

Recommended By: James N. Riddell Director of Community Design and Development Services 519 837-5616 x 2361 jim.riddell@guelph.ca

Attachment 1 Sample Municipal Register Entry for Designated Property

16 Oxford Street

Address: 16 Oxford Street

By-law: (1983)-11359 Legal Description: Part Lot 641, Plan 8 Current Owner: David Leger and Jennifer Leger

Designated Portions

The designation covers the Oxford Street façade and the rest of the original brick structure, while excluding rear additions of later date. Features of the Oxford Street façade are, more specifically:



- a) The deep, four-columned verandah with railings of turned balusters.
- b) The central enclosed entry vestibule of wood and glass.
- c) Two bow windows under the verandah.
- d) Three upper floor windows, surmounted by brick arches, with fitted shutters.
- e) Gable end of roof over the easterly half of the façade.

The brick side-walls, side window openings and roof, of intersecting gable form, are the recognized parts of the rest of the original structure.

Property History

This two storey house was built of cream-coloured brick on a stone foundation about 1871. Originally it faced Nelson Crescent but was relocated circa 1912. Its façade retains considerable character with its twin bow windows and enclosed entry vestibule beneath the wide verandah. For ninety years it was the home of the family of George Williams, prominent Wyndham street merchant. The house forms a significant visual anchor for the residential streetscape to the west.

The designation covers the Oxford Street façade and the rest of the original brick structure, while excluding rear additions of later date.

Attachment 2 Sample Municipal Register Entry for Non-Designated Property

Photo	Prop	erty Address	Legal Address	Significant Features	Build Date
	21	Aberdeen St.	Pt Lot 6, Plan 29	Neo-Classic Vernacular; 1 1/2 storey; 2 bay; gable roof to street; tooled sills; hammer dressed lintels; pedimented lintel to lower row; bolection-moulded panelled and glass door; transom over; twin rows to lower opening; later gable-roofed entrance porch.	c. 1875
	61	Albert Street	Pt Lot 24, Pt Lot 25, Plan 37	Ontario Cottage, 3 bay, hammer dressed quoins and lintels, tooled sills, (modified door) with transom, 2/2 sash, side rendered with ashlar- pattern stucco.	c. 1880
	12	Albert Street	Pt Lot 11, Plan 37	Edwardian, 2 storey and attic, 2 bay, gable to street, rusticated stone sills and lintels, 1/1 sash, panelled and glass door, transom, original verandah with turned posts, bracketed, keyhole windows with rusticated brick architraves.	c. 1906
	16	Albert Street	Lot 12, Plan 37	Ontario Cottage, 3 bay, 'white' brick flush quoins and segmental arches, 1/1 sash, panelled and glazed door with horizontal bead-edged and convex profile centre panel, (later entrance porch).	c. 1880
	20	Albert Street	Pt Lot 13, Plan 37	Neo-Classic Vernacular, 1 storey and loft (made into attic with modern Palladian windows in large gabled, board & batten front dormer), later Victorian elaborate panelled and glazed door, plain transom above, bush-hammered and tool-margined flush architrave to openings including lintels, tooled sills, bush-hammered and tooled plinth band course, (repointed flush), (windows renewed).	c. 1860
	24	Albert Street	Pt Lot 13, Plan 37	Neo-Classic Vernacular, 1 ½ storey, 3 bay, gable roof, tooled sills, hammer dressed lintels, 6/6 sash, panelled and glazed door, 1 storey, 1 bay South extension up ½ floor, very small flag lot, faced Gordon Street.	c. 1855

Attachment 3 Non-Designated Properties to be Listed in the Municipal Register

Property Address A 12/14/16 Aberdeen St. 17 Aberdeen St. 21 Aberdeen St. 21 Aberdeen St. 21 Aberdeen St. 21 Abert Street 12 Albert Street 12 Albert Street 20 Albert Street 24 Albert Street 26 Albert Street 34 Albert Street 34 Albert Street 34 Albert Street 35 Albert Street 47-19 Alice Street 177-187 Alice Street 20 Alice Street 47-49 Alice Street 47-49 Alice Street 52 Alice Street 60 Alice Street 60 Alice Street 66 Alice Street 86/88-92/94 Alice St. 98 Alice 206/208A, 210, 212 Alice St. 18 Alma St. N 26 Alma St. N 58 Alma St. N 58 Alma St. N 90 Alma St. N 104 Alma St. S 7/9/11/13/15 Ann St. 6-16 Ann St. 12 Ann St. 3 Ardmay Crs. 5 Ardmay Crs.	15 Ardmay Crs. 10 Ardmay Crs. 32 Arnold St. 72 Arnold St. 9 Arthur St N. 17 Arthur St N. 17 Arthur St N. 25 Arthur St. N. 31/33 Arthur St. N. 31/33 Arthur St. N. 41 Arthur St. N. 45 Arthur St. N. 47 Arthur St. N. 47 Arthur St. N. 83/85 Arthur St. N. 93 Arthur St. N. 93 Arthur St. N. 93 Arthur St. N. 143 Arthur St. N. 147/149 Arthur St. N. 147/149 Arthur St. N. 147/149 Arthur St. N. 175 Arthur St. N. 185 Arthur St. N. 185 Arthur St. N. 187 Arthur St. N. 187 Arthur St. N. 187 Arthur St. N. 199 Arthur St. N. 203 Arthur St. N. 203 Arthur St. N. 204 Arthur St. N. 253 Arthur St. N. 259 Arthur St. N. 250/52 Arthur St. N. 26/58 Arthur St. N. 277 Arthur St. N. 26/58 Arthur St. N. 26/58 Arthur St. N. 277 Arthur St. N. 26/58 Arthur St. N. 26/58 Arthur St. N. 270 Arthur St. N. 271 Arthur St. N. 271 Arthur St. N. 272 Arthur St. N. 272 Arthur St. N. 273 Arthur St. N. 274 Arthur St. N. 274 Arthur St. N. 274 Arthur St. N. 275 Arthur St. N. 277 Arthur St.	110/112 Arthur St. N 118 Arthur St. N 120 Arthur St. N 122 Arthur St. N 130 Arthur St. N 130 Arthur St. N 156 Arthur St. N 196 Arthur St. N 252/254 Arthur St. N 258/260 Arthur St. N 262 Arthur St. N 262 Arthur St. N 262 Arthur St. S 16 Arthur St. S 26/30 Arthur St. S 26/30 Arthur St. S 26/30 Arthur St. S 26/30 Arthur St. S 124 Arthur St. S 124/126 Arthur St. S 128 Arthur St. S 128 Arthur St. S 128 Arthur St. S 128 Arthur St. S 144 Arthur St. S 144 Arthur St. S 172 Arthur St. S 172 Arthur St. S 148 Arthur St. S 172 Arthur St. S 173 Arkell Rd. 284 Arkell Rd. 299 Arkell Rd. B 94/96/96a/102 Bagot St. 30 Baker St. 30 Baker St. 74/76 Baker St. 75 Baker St. 75 Baker St. 76 Baker St. 76 Baker St. 76 Baker St. 76 Baker St. 76 Baker St. 77 Baker St. 76 Baker St. 76 Baker St. 77 Baker St. 76 Baker	 11 Barber Ave. 17 Barber Ave. 19 Barber Ave. 21 Barber Ave. 25 Barber Ave. 2 Barber Ave. 12 Barber Ave. 12 Barber Ave. 12 Barber Ave. 24 Barber Ave. 30 Barber Ave. 30 Barber Ave. 72 Beaumont Cr. 31 Bellevue St. 20 Bellevue St. 4 Birchbark Blvd. 9/11 Birmingham St. 169 Bristol St. 171 Bristol St. 207/209 Bristol St. 213/211 Bristol St. 23/225 Bristol St. 239 Bristol St. 15-25 Brockville Ave. 19 Brockville Ave. 39-47 Brockville Ave. 39-47 Brockville Ave. 39-47 Brockville Ave. 39 Callander Dr. 84 Callander Dr. 84 Callander Dr. 84 Callander Dr. 1/3 Cambridge St. 11 Cambridge St. 13 Cambridge St. 14 Cambridge St. 15 Cambridge St.
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75 Cityview Dr.	112 Cork St. W	6 Douglas St.	185 Dufferin St.
20 Cityview Dr.	120-140 Cork St. W		189 Dufferin St.

195 Dufferin St. 2/4 Dufferin St. 10/12 Dufferin St. 16 Dufferin St. 22 Dufferin St. 40 Dufferin St. 42 Dufferin St. 50 Dufferin St. 50 Dufferin St. 50 Dufferin St. 50 Dufferin St. 10 Dufferin St. 110 Dufferin St. 112 Dufferin St. 128 Dufferin St. 130 Dufferin St. 130 Dufferin St. 130 Dufferin St. 130 Dufferin St. 130 Dufferin St. 130 Dufferin St. 37 Durham St. 38 Durham St. 39 Durham St. 39 Durham St. 30 Durham St. 30 Durham St. 31 Durham St. 32 Durham St. 32 Durham St. 33 Durham St. 34 Durham St. 35 Durham St. 35 Durham St. 35 Durham St. 36 Durham St. 36 Durham St. 36 Durham St. 36 Durham St. 37 Durham St. 36 Durham St. 36 Durham St. 37 Durham St. 36 Durham St. 37 Durham St. 36 Durham St. 36 Durham St. 37 Durham St. 36 Durham St. 37 Durham St. 36 Durham St. 37 Durham St. 36 Durham St. 37 Durham St. 37 Durham St. 36 Durham St. 37 Durham St. 37 Durham St. 37 Durham St. 37 Durham St. 37 Durham St. 37 Durham St. 38 Durham St. 39 Durham St. 30	42 Edinburgh Rd. N 44 Edinburgh Rd. N 50 Edinburgh Rd. N 62 Edinburgh Rd. N 64-68 Edinburgh Rd. N 72 Edinburgh Rd. N 76 Edinburgh Rd. N 80-82 Edinburgh Rd. N 142-8/164-8 Edinburgh Rd. N 180 Edinburgh Rd. N 180 Edinburgh Rd. N 184 Edinburgh Rd. N 188-194 Edinburgh Rd. N 310 Edinburgh Rd. S 49 Edinburgh Rd. S 93 Edinburgh Rd. S 93 Edinburgh Rd. S 93 Edinburgh Rd. S 95/97 Edinburgh Rd. S 95/97 Edinburgh Rd. S 375 Edinburgh Rd. S 375 Edinburgh Rd. S 302-306 Edinburgh Rd S. 998 Edinburgh Rd. S 302-306 Edinburgh Rd S. 998 Edinburgh Rd. S 302-306 Edinburgh Rd S. 998 Edinburgh Rd. S 6 Edmonton Dr. 21 Edwin St. 23 Edwin St. 23 Edwin St. 24 Edinburgh Rd. S 6 Edmonton Dr. 21 Edwin St. 23 Edwin St. 23 Edwin St. 24 Edinburgh Rd. S 5 Ed	99/101 Essex St. 115 Essex St. 86 Essex St. 106 Essex St. 122 Essex St. 7 Exhibition St. 19 Exhibition St. 135 Exhibition St. 135 Exhibition St. 297 Exhibition St. 264 Exhibition St. 264 Exhibition St. 264 Exhibition St. 264 Exhibition St. 284 Exhibition St. 18 Extra St. F 81 Farquhar St. 97-101 Farquhar St. 111 Farquhar St. 12 Farquhar St. 135 Fergus St. 26 Fergus St. 27 Forbes Ave. 21 Forbes Ave. 21 Forbes Ave. 23 Forbes Ave. 24 Forbes Ave. 25 Forgus St. 26 Fergus St. 27 Forbes Ave. 28 Forbes Ave. 29 Forest St. 29 Forest St. 20 Fore	45 Foster Ave. 67 Foster Ave. 12 Foster Ave. 74 Foster Ave. 80/82 Foster Ave. 86 Foster Ave. 94 Foster Ave. 11 Fountain St. E 15-23 Fountain St. E 103-105 Fountain St. E 103-105 Fountain St. E 103-105 Fountain St. E 103-105 Fountain St. E 107 Fountain St. E 90 Fountain St. E 90 Fountain St. E 100 Fountain St. E 199 Fountain St. W 35/37 Fountain St. W G 23 Galt St. 35 Galt St. 43 Galt St. 47 Galt St. 52/54 Galt St. 72 Galt St. 80 Galt St. 11 Garth St. 8 Garth St. 18 Gladstone Ave. 1/3 Glasgow St. N 11/13 Glasgow St. N 15/19 Glasgow St. N 27 Glasgow St. N 15/19 Glasgow St. N 35/37/39 Glasgow St. N 43 Glasgow St. N 43 Glasgow St. N 59 Glasgow St. N 43 Glasgow St. N 59 Glasgow St. N 59 Glasgow St. N 73 Glasgow St. N 75/79 Glasgow St. N 117 Glasgow St. N
55 Edgehill Dr. 32 Edgehill Dr.	34 Elora St.	84 Forbes Ave. 61 Forest St.	73 Glasgow St. N 75/79 Glasgow St. N
81 Edinburgh Rd. N 107 Edinburgh Rd. N	35 Emslie St. 39 Emslie St. 13/15 Eramosa Rd.	29 Foster Ave. 35 Foster Ave.	127 Glasgow St. N 133 Glasgow St. N

143 Glasgow St. N	345 Gordon St.	12 Grant St.	41 Hyland Rd.
151/153 Glasgow St.	359 Gordon St.	11 Green St.	I
N	1647 Gordon St.	19 Green St.	47 Inkerman St.
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187 Glasgow St. N	2187 Gordon St.	37/39 Green St.	12 Inkerman St.
193 Glasgow St. N	2-6 Gordon St.	45 Green St.	100 Inkerman St.
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221 Glasgow St. N	72 Gordon St.	28 Green St.	33 Islington Ave.
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12-20 Glasgow St. N	324 Gordon St.	56 Green St.	11 Jackson St.
22 Glasgow St. N	330 Gordon St.	60 Green St.	23 Jackson St.
26-40 Glasgow St. N	332 Gordon St.	25 Grove St.	22 James St. E
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42-60 Glasgow St. N		73 Grove St.	18 Jane St.
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48 Glasgow St. N	806 Gordon St.	118 Grove St.	101/103 Johnson St.
54 Glasgow St. N	1428 Gordon St.	176/178 Grove St.	ĸ
60 Glasgow St. N	1640 Gordon St.	H	8 Kathleen St.
78 Glasgow St. N	1756 Gordon St.	25 Harcourt Dr.	14 Kathleen St.
108 Glasgow St. N	1858 Gordon St.	35 Harcourt Dr.	18 Kathleen St.
112 Glasgow St. N	1912 Gordon St.	20 Harcourt Dr.	26 Kathleen St.
120 Glasgow St. N	2054 Gordon St.	24 Harcourt Dr.	50 Kathleen St.
126 Glasgow St. N	2162 Gordon St.	45 Hardy St.	64 Kathleen St.
136 Glasgow St. N	2270 Gordon St.	51 Harrison Ave.	
144 Glasgow St. N	333 Grange Rd.	40 Harrison Ave.	72 Kathleen St.
150 Glasgow St. N	270 Grange Rd.	132 Harts Ln.	78 Kathleen St.
154 Glasgow St. N	300 Grange Rd.	61 Hearn Ave.	102/104 Kathleen St.
160 Glasgow St. N	25/27 Grange St.	63 Hearn Ave.	9/11 Kent St.
178 Glasgow St. N	29/31 Grange St.	73 Hearn Ave.	17 Kent St.
188 Glasgow St. N	37/39/41 Grange St.	77 Hearn Ave.	25 Kent St.
192 Glasgow St. N	37 Grange St.	87 Hearn Ave.	45 Kent St.
198 Glasgow St. N	39 Grange St.	62 Hearn Ave.	59 Kent St.
202 Glasgow St. N	41 Grange St.	68 Hearn Ave.	73 Kent St.
208/210 Glasgow St.	53 Grange St.	70 Hearn Ave.	81 Kent St.
N	71-83 Grange St.	72 Hearn Ave.	85 Kent St.
224 Glasgow St. N	71 Grange St.	7 Heather Ave.	68/70 Kent St.
228 Glasgow St. N	73/75 Grange St.	13 Highview Pl.	76 Kent St.
236 Glasgow St. N	77 Grange St.	18 Honey Cres.	80 Kent St.
11 Glasgow St. S	79/81 Grange St.	45 Hooper St.	10 Kerr St.
15 Glasgow St. S	83 Grange St.	49 Hooper St.	14 Kerr St.
17 Glasgow St. S	109 Grange St.	34 Hooper St.	3 King St.
47 Glasgow St. S	117 Grange St.	11 Howitt St.	13 King St.
56/58 Glasgow St. S	123 Grange St.	23 Howitt St.	45 King St.
15 Gordon St.	135 Grange St.	33 Howitt St.	101 King St.
19/21 Gordon St.	6 Grange St.		127 King St.
197 Gordon St.	66 Grange St.	37 Howitt St.	157 King St.
325 Gordon St.	140 Grange St.	57 Howitt St.	163 King St.
329 Gordon St.	2/4 Grant St.	120 Huron St.	181 King St.
335 Gordon St.	8 Grant St.	125 Huron St.	193 King St.
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203 King St. 34 King St. 52 King St. 114 King St. 120 King St. 120 King St. 124 King St. 132 King St. 134/136 King St. 138/138A King St. 138/138A King St. 138/138A King St. 154/156 King St. 198 King St. 210 King St. 9 Kirkland St. 17 Kirkland St. 25 Kirkland St. 37 Kirkland St. 37 Kirkland St. 57 Kirkland St. 12 Kirkland St. 16/18 Kirkland St. 38 Kirkland St. 26 Kron Dr. L 134 Lane St. 45 Lemon St.	42 Liverpool St. 68 Liverpool St. 72 Liverpool St. 80 Liverpool St. 86 Liverpool St. 124 Liverpool St. 128 Liverpool St. 206 Liverpool St. 208-214 Liverpool St. 224 Liverpool St. 15/15A London Rd. E 19 London Rd. E 25/27 London Rd. E 29 London Rd. E 14 London Rd. E 18 London Rd. E 25 London Rd. W 29 London Rd. W 31/33 London Rd. W 31/33 London Rd. W 37/39 London Rd. W 51 London Rd. W 51 London Rd. W 55 London Rd. W 175 London Rd. W 193 London Rd. W	52 Lyon Ave. 70 Lyon Ave. M 23 a,b,c MacDonnell St. 51-55 MacDonnell St. 89 MacDonnell St. 20-26 MacDonnell St. 28-32 MacDonnell St. 28-32 MacDonnell St. 44 MacDonnell St. 72-76 MacDonnell St. 82 MacDonnell St. 82 MacDonnell St. 90 MacDonnell St. 92-96 MacDonnell St. 98 MacDonnell St. 98 MacDonnell St. MacDonnell St. MacDonnell St. 99 Maltby Rd. W 19 Manitoba St. 29 Manitoba St. 75 Manitoba St. 48 Manitoba St. 60 Manitoba St.	 35 McTague St. 43 McTague St. 49 McTague St. 51 McTague St. 57 McTague St. 65 McTague St. 73/75 McTague St. 6/8 McTague St. 14 McTague St. 22 McTague St. 26 McTague St. 30 McTague St. 30 McTague St. 36 McTague St. 42 McTague St. 36 McTague St. 42 McTague St. 36 McTague St. 37/39/41 Meadowview Ave. 47 Meadowview Ave. 106-112 Memorial Crst. 132 Memorial Crst. 13 Merion St. 29-39 Merion St. 33 Merion St. 27 Merritt Blvd. 32 Merritt Blvd. 49 Metcalfe St.
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57 Kirkland St.	25 London Rd. W		47 Meadowview Ave,
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42 Kirkland St.	51 London Rd. W		29-39 Merion St.
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	195 London Rd. W		49 Metcalfe St.
51 Lemon St. 24 Lemon St.	197 London Rd. W 16/18 London Rd. W	66 Manitoba St. 74 Manitoba St.	140 Metcalfe St. 236 Metcalfe St.
46 Lemon St.	20 London Rd. W	65 Maple St.	41 Mitchell St.
56 Lemon St. 3 Liverpool St.	26 London Rd. W 36 London Rd. W	34 Maple St. 66 Maple St.	14 Mitchell St. 24 Mitchell St.
15 Liverpool St.	42 London Rd. W 50 London Rd. W	94 Maple St.	40/42 Mitchell St. 27 Mont St.
23/25 Liverpool St. 33 Liverpool St.	76 London Rd. W	104 Maple St. 124 Maple St.	33 Mont St.
37 Liverpool St.	128 London Rd. W 140 London Rd. W	7 Maplewood Dr.	59 Mont St. 69 Mont St.
41 Liverpool St. 71/73 Liverpool St.	19 Lyon Ave.	13 Marcon St. 14 Marcon St.	75 Mont St.
77/79 Liverpool St.	21 Lyon Ave. 23-33 Lyon Ave.	6 Margaret St.	12 Mont St. 20 Mont St.
83 Liverpool St. 117 Liverpool St.	23 Lyon Ave.	40 Margaret St. 31 Margaret St.	28 Mont St.
129 Liverpool St.	33 Lyon Ave. 59 Lyon Ave.	37 Margaret St.	44 Mont St. 5 Monticello Crst.
135 Liverpool St. 18 Liverpool St.	51-63 Lyon Ave.	65 Martin Ave. 15 McTague St.	2 Monticello Crst.
22 Liverpool St.	12 Lyon Ave.	21/23 McTague St.	23 Monticello Crst.
26/28 Liverpool St.	24 Lyon Ave. 50 Lyon Ave.	29 McTague St.	112 Morris St.

N 5-7 Neeve St. 11 Neeve St. 33 Neeve St. 35 Neeve St. 83 Neeve St. 101-103 Neeve St. 109 Neeve St. 115 Neeve St. 123-141 Neeve St. 129 Neeve St. 159/161 Neeve St. 167/169 Neeve St. 195 Neeve St. 14 Neeve St. 22 Neeve St. 24 Neeve St.	187 Norfolk St. 191/193 Norfolk St. 28 Norfolk St. 72 Norfolk St. 122 Norfolk St. 150 Norfolk St. 150 Norfolk St. 194 Norfolk St. 206 Norfolk St. 206 Norfolk St. Northumberland St. 61/63 Northumberland St. 67/69 Northumberland St. 73 Northumberland St. 79 Northumberland	120 Northumberland St. 33 Norwich St. E 37 Norwich St. E 41 Norwich St. E 111 Norwich St. E 129 Norwich St. E 129 Norwich St. E 18 Norwich St. E 20 Norwich St. E 30 Norwich St. E 34 Norwich St. E 110 Norwich St. E 114 Norwich St. E 126 Norwich St. E 132 Norwich St. E 1-9 Norwich St. W	 15 Ontario St. 19 Ontario St. 23/25 Ontario St. 35 Ontario St. 43 Ontario St. 49 Ontario St. 49 Ontario St. 55 Ontario St. 55 Ontario St. 73 Ontario St. 79 Ontario St. 93 Ontario St. 131 Ontario St. 155 Ontario St. 4 Ontario St. 20 Ontario St. 28 Ontario St. 38 Ontario St.
195 Neeve St.	Northumberland St.	114 Norwich St. E	4 Ontario St.
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24 Neeve St. 26 Neeve St. 30 Neeve St.	St. 83 Northumberland	17 Norwich St. W 21 Norwich St. W	44 Ontario St. 50 Ontario St.
34A/34B Neeve St. 36 Neeve St.	St. 89 Northumberland	25/27 Norwich St. W 31 Norwich St. W	68/70/72 Ontario St. 88 Ontario St.
90-100 Neeve St. 132 Neeve St.	St. 99 Northumberland St.	12 Norwich St. W 32/34 Norwich St. W 44 Norwich St. W	104-110 Ontario St. 120 Ontario St. 132 Ontario St.
156/158 Neeve St. 172 Neeve St.	127/129 Northumberland St.	50 Norwich St. W 35/37 Nottingham	7 Orchard Crs. 21 Oxford St.
174 Neeve St. 202/206/210 Neeve St.	32 Northumberland St.	St. 45 Nottingham St.	29 Oxford St. 31 Oxford St.
11 New St. 10/12 New St.	38 Northumberland St.	47 Nottingham St. 115 Nottingham St.	39/41 Oxford St. 61 Oxford St.
20 New St. 35 Niska Rd.	40 Northumberland St. 58/60	14 Nottingham St. 16 Nottingham St. 40 Nottingham St.	65 Oxford St. 75 Oxford St. 79/81 Oxford St.
49 Norfolk St. 75 Norfolk St. 99 Norfolk St.	Northumberland St. 62/64	50 Nottingham St. 68 Nottingham St.	83/85 Oxford St. 111 Oxford St.
109 Norfolk St. 111-113/115 Norfolk	Northumberland St. 70 Northumberland	104/106 Nottingham St.	123/125 Oxford St. 135 Oxford St.
St. 119/121 Norfolk St.	St. 74 Northumberland St.	114 Nottingham St. O	145 Oxford St. 36 Oxford St. 38 Oxford St.
123 Norfolk St. 131 Norfolk St. 137 Norfolk St.	76/78 Northumberland St.	15/17 Oliver St. 21/23 Oliver St. 33/35 Oliver St.	42 Oxford St. 66/68 Oxford St.
143 Norfolk St. 147 Norfolk St.	86 Northumberland St.	8 Oliver St. 10 Oliver St.	72 Oxford St. 80 Oxford St.
153 Norfolk St. 161 Norfolk St.	88 Northumberiand St. 108/110	14 Oliver St. 5-9 Omar St.	82 Oxford St. 110 Oxford St. 130 Oxford St.
177 Norfolk St. 183 Norfolk St.	Northumberland St.	59 Omar St. 7/9 Ontario St.	P

305B/307B Paisley Rd. 387 Paisley Rd. 9/11/13 Paisley St 15/17 Paisley St. 21 Paisley St. 25 Paisley St. 27 Paisley St. 29 Paisley St. 35 Paisley St. 47 Paisley St. 63 Paisley St. 65 Paisley St. 101 Paisley St. 101 Paisley St. 125/127 Paisley St. 125/127 Paisley St. 125/127 Paisley St. 205/207 Paisley St. 205/207 Paisley St. 205/207 Paisley St. 209/211 Paisley St. 209/211 Paisley St. 18 Paisley St. 18 Paisley St. 38 Paisley St. 138 Paisley St. 138 Paisley St. 138 Paisley St. 136 Paisley St. 236 Paisley St. 236 Paisley St. 23-29, 35 Palmer St. 35 Palmer St. 55 Palmer St. 107 Palmer St. 6/8 Palmer St. 107 Palmer St. 40 Palmer St. 112 Palmer St. 112 Palmer St. 122 Palmer St. 144 Palmer St. 154 Palmer St. 29 Park Ave. 29 Park Ave. 29 Park Ave.	 64 Powell St. W 7 Preston St. 9 Preston St. 47 Preston St. 59 Preston St. 69 Preston St. 77 Preston St. 44 Preston St. 48 Preston St. 54 Preston St. 66 Preston St. 76/78 Preston St. Q 5/7 Quebec St. 9 Quebec St. 	27 Quebec St. 29 Quebec St. 31-35 Quebec St. 37 Quebec St. 41 Quebec St. 20 Quebec St. 30/32 Quebec St. 34/36 Quebec St. 38/42 Quebec St. 38/42 Quebec St. 44/46 Quebec St. 50 Quebec St. 1 Queen St. 50 Quebec St. 1 Queen St. 29 Queen St. 35 Queen St. 39 Queen St. 39 Queen St. 43 Queen St. 73 Queen St. 73 Queen St. 107 Queen St. 107 Queen St. 109 Queen St. 113 Queen St. 113 Queen St. 114 Queen St. 20-26 Queen St. 20-26 Queen St. 20-26 Queen St. 20-26 Queen St. 20-26 Queen St. 20-26 Queen St. 20 Queen St. 14 Queen St. 20 Queen St. 100 Queen St. 100 Queen St. 102 Queen St. 102 Queen St. 103 Queen St. 104 Queen St. 105 Queen St. 105 Queen St. 106 Queen St. 107 Queen St. 107 Queen St. 108 Queen St. 108 Queen St. 108 Queen St. 109 Queen St. 109 Queen St. 100 Queen St. 100 Queen St. 101 Queen St. 102 Queen St. 102 Queen St. 103 Raglan St. 24 Raglan St. 25 Raglan St. 26 Raglan St. 27 Raglan St. 27 Raglan St. 28 Raglan St. 29 Raglan St. 20 R	23/25 Regent St. 30 Regent St. 42-46 Regent St. 48 Regent St. 1 Richardson St. 41/43 Richardson St. 101 Riverview Dr. 143 Riverview Dr. 153 Riverview Dr. 153 Riverview Dr. 62 Robinson Ave. S 15 Sherwood Dr. 31 Sherwood Dr. 31 Sherwood Dr. 22 Sherwood Dr. 43 Short St. 44 Short St. 35 Skov Crst. 20 Sloan Ave. 37/39 Southampton St. 150 Speedvale Ave. E 212 Speedvale Ave. E 85 Speedvale Ave. W 93 Speedvale Ave. W 111 Speedvale Ave. W 111 Speedvale Ave. W 245 Speedvale Ave. W 38 Speedvale Ave. W 38 Speedvale Ave. W 38 Speedvale Ave. W 35 Spring St. 55 St. Arnaud St. 70/72 St. Arnaud St. 70/72 St. Arnaud St. 70/72 St. Arnaud St. 35 St. George's Sq. 527 Stone Rd. E 480 Stone Rd. E 1 Stuart St. 13 Stuart St. 13 Stuart St. 13 Stuart St. 13 Stuart St. 112 Stuart St. 101 Stuart St.
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80 Suffolk St. W 82 Suffolk St. W 90 Suffolk St. W 114/116 Suffolk St.	19 Tiffany St. E 2 Tiffany St. E 6 Tiffany St. E	Dairy Barn West Dairy Barns (Complex)	82 Water St. 182 Water St. 300 Water St.
	11 Tiffany St. W	Drew Hall	9 Waterloo Ave.
148/150 Suffolk St. W 192 Suffolk St. W 210 Suffolk St. W 222 Suffolk St. W 246 Suffolk St. W 254 Suffolk St. W	40 Tiffany St. W 44 Tiffany St. W 54-62 Tiffany St. W 56 Tiffany St. W 17 Tipperary Pl. 16 Tipperary Pl.	J.D. MacLachlan Building Johnston Green Johnston Hall Macdonald Hall	133-143 Waterloo Ave. 133 Waterloo Ave. 139 Waterloo Ave. 143 Waterloo Ave. 161 Waterloo Ave. 163 Waterloo Ave.

173 Waterloo Ave.	16-18 Wilson St.	381-383 Woolwich	394 Woolwich St.
179 Waterloo Ave.	20 Wilson St.	St.	400 Woolwich St.
185 Waterloo Ave.	22 Wilson St.	385 Woolwich St.	406 Woolwich St.
191 Waterloo Ave.	28-30 Wilson St.	421 Woolwich St.	410 Woolwich St.
225 Waterloo Ave.	32-32A Wilson St.	431 Woolwich St.	414 Woolwich St.
233 Waterloo Ave.	36-38 Wilson St.	447 Woolwich St.	416 Woolwich St.
237 Waterloo Ave.	10 Wolfond Crst.	457 Woolwich St.	424/426 Woolwich St.
287 Waterloo Ave.	16 World St.	467 Woolwich St.	430/432 Woolwich St.
317 Waterloo Ave.	20 Wood St.	581 Woolwich St.	436 Woolwich St.
	133 Woodlawn Rd. E	595 Woolwich St.	440 Woolwich St.
321 Waterloo Ave.	19 Woodycrest Dr.	657 Woolwich St.	448 Woolwich St.
371 Waterloo Ave.	÷	659 Woolwich St.	450 Woolwich St.
485 Waterloo Ave.	Woolwich St.	665 Woolwich St.	458 Woolwich St.
26 Waterloo Ave.	59 Woolwich St.		
36 Waterloo Ave.	63-67 Woolwich St.	705 Woolwich St.	464 Woolwich St.
56 Waterloo Ave.	69 Woolwich St.	74 Woolwich St.	468 Woolwich St.
60 Waterloo Ave.	99 Woolwich St.	84 Woolwich St.	472 Woolwich St.
64 Waterloo Ave.	115-117 Woolwich	100-104 Woolwich	476 Woolwich St.
68 Waterloo Ave.	St.	St.	480 Woolwich St.
70/72 Waterloo Ave.	123 Woolwich St.	110/112 Woolwich	494 Woolwich St.
88 Waterloo Ave.	133 Woolwich St.	St.	504 Woolwich St.
88/90 Waterloo Ave.	173 Woolwich St.	150 Woolwich St.	554 Woolwich St.
92/94 Waterloo Ave.	175 Woolwich St.	170-172 Woolwich	568 Woolwich St.
98 Waterloo Ave.	179-181 Woolwich	St.	604 Woolwich St.
108 Waterloo Ave.	St.	176 Woolwich St.	624 Woolwich St.
110 Waterloo Ave.	185 Woolwich St.	182 Woolwich St.	632 Woolwich St.
118 Waterloo Ave.	193 Woolwich St.	200 Woolwich St.	762 Woolwich St.
128 Waterloo Ave.	199 Woolwich St.	208/208A Woolwich	1-5 Wyndham St. N
162 Waterloo Ave.	207 Woolwich St.	St.	19-25 Wyndham St. N
168 Waterloo Ave.	215 Woolwich St.	210 Woolwich St.	27 Wyndham St. N
170 Waterloo Ave.	229 Woolwich St.	214 Woolwich St.	29-35 Wyndham St. N
194 Waterloo Ave.	231 Woolwich St.	240 Woolwich St.	37-43 Wyndham St. N
218 Waterloo Ave.	255 Woolwich St.	294 Woolwich St.	65 Wyndham St. N
222 Waterloo Ave.	259 Woolwich St.	304 Woolwich St.	91 Wyndham St. N
310 Waterloo Ave.	265 Woolwich St.	312 Woolwich St.	93 Wyndham St. N
3 Watson Rd. S	275 Woolwich St.	328-332 Woolwich	97-99 Wyndham St. N
410 Watson Pkwy. S	279 Woolwich St.	St.	101-109 Wyndham St.
501 Wellington St.	289 Woolwich St.	336 Woolwich St.	Ν
Wellington St.	307 Woolwich St.	340 Woolwich St.	101-103 Wyndham St.
Wellington St.	311 Woolwich St.	344 Woolwich St.	N
15 Westmount Rd.	315 Woolwich St.	348 Woolwich St.	105 Wyndham St. N
21 Westmount Rd.	319 Woolwich St.	360 Woolwich St.	107-109 Wyndham St.
68 Westmount Rd.	323/325 Woolwich	364 Woolwich St.	N
147 Westmount Rd.	St.	368 Woolwich St.	115-121 Wyndham St.
151 Westmount Rd.	341 Woolwich St.	372 Woolwich St.	N
60 Westwood Rd.	349 Woolwich St.	376 Woolwich St.	123-125 Wyndham St.
Whitelaw Rd.	355 Woolwich St.	380 Woolwich St.	N
19 William St.	363 Woolwich St.	386 Woolwich St.	123 Wyndham St. N
404 Willow Rd.	367 Woolwich St.	390 Woolwich St.	125 Wyndham St. N
408 Willow Rd.	373 Woolwich St.	392 Woolwich St.	

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services October 10, 2008
SUBJECT	Public Promotion Action Plan for Drinking Water Consumption
REPORT NUMBER	

RECOMMENDATION

"THAT the report of the Director of Environmental Services, dated October 10, 2008 providing a outline of the Public Promotion Action Plan for Drinking Water Consumption, be received for information."

BACKGROUND

The citizens of Guelph are keenly aware of the importance of our local groundwater resources and the many benefits it provides to the local community and environment. The Waterworks Division of the Environmental Services Department continues to promote the use and protection of our water supply within this context.

With the increase in public awareness of the generation of unnecessary waste produced through the use of disposable water bottles, many community members have demonstrated a renewed focus towards municipal drinking water.

City staff initiated a promotional program in 2008, aimed at encouraging our community to drink City tap water and to avoid the use of disposable bottles. This report provides an update and next steps.

REPORT

In continuation of the promotion of Guelph drinking water, and to address issues related to waste produced through use of disposable water bottles, City staff are developing and implementing a Public Promotion Action Plan for City drinking water. The Promotional Action Plan includes the following goals:

- To promote the overall quality of City drinking water;
- To promote the consumption of City drinking water in the City at large;
- To increase accessibility to City drinking water in all City facilities;
- To lead by example in City owned and administered facilities;
- To increase accessibility to City drinking water at community events; and
- To reduce the amount of waste related to the provision of bottled water.

The Plan is comprised of the following actions:

- Waterworks and Corporate Communications are developing and implementing a public communications strategy to promote the consumption of municipal tap water by all, and the use of refillable water bottles. The strategy will identify opportunities for the City to partner with local Boards and Commissions, and customer and community groups in strategy implementation. The Communication Strategy will be directed towards the entire community.
- 2) Waterworks and Corporate Property Services are developing and implementing a strategy to provide, where safe and practical, convenient access to municipal tap water for drinking by employees and the general public in all current and future City facilities.
- 3) In concert with ensuring access to municipal tap water in City facilities, Corporate Property Services will immediately begin phasing out the provision of bottled water in City facilities with the intent to eliminate the provision of bottled water in all City facilities.
- 4) Waterworks will identify and implement methods to provide municipal tap water for consumption at community events. Waterworks will work with neighbouring municipalities and community groups in implementing this action.

All Departments will be consulted to ensure that site-specific constraints and current supply contracts are taken into consideration. Staff plan to have the above actions fully implemented by the end of 2009.

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.
- 6.4 Less waste per capita than any comparable Canadian city.

FINANCIAL IMPLICATIONS

Some of the less costly components of the Action Plan are fundable through existing approved Waterworks operating and capital budgets. Where applicable, staff is currently preparing changes to the proposed 2009 Waterworks and Corporate Property Services budgets to support the actions and will speak to these changes during the 2009 pending budget approval process.

DEPARTMENTAL CONSULTATION

The above Action Plan has been developed with the input of staff from the following City Department and Divisions:

Environmental Services - Waterworks Division; Information Services - Corporate Communications; Community Services - Community Development; and Corporate Services - Corporate Property Services.

COMMUNICATIONS

Staff will provide Council with a summary of progress on this issue in the spring of 2009 and during the fall 2010 budget approval process.

ATTACHMENTS

N/A

Prepared By: Peter Busatto, B.A. Manager of Waterworks 519-822-1260, ext. 2165 peter.busatto@guelph.ca

Recommended By: Janet L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services October 10, 2008
SUBJECT	City of Guelph Industrial, Commercial and Institutional

Capacity Buyback Program

REPORT NUMBER

RECOMMENDATION

"THAT the report of the Director of Environmental Services, dated October 10, 2008, providing an update on the City's Industrial, Commercial and Institution ("ICI") Capacity Buyback Program, be received;

AND THAT Council authorizes and approves the ICI Capacity Buyback Program as set out in the document, including the standard Terms and Conditions, which is attached to the October 10, 2008 staff report as Appendix A and as outlined in the October 10, 2008 staff report;

AND THAT Council authorizes the Director of Environmental Services to execute related documents, including agreements, if any, required to implement the said ICI Capacity Buy Back Program, subject to the satisfaction of the Director of Environmental Services and the City Solicitor;

AND THAT the Mayor and Clerk be authorized to sign an agreement between the City of Guelph and Cargill Meat Solutions Inc. with respect to financial incentives under the ICI Capacity Buyback Program as outlined in the said staff report dated October 10, 2008;

AND THAT staff be directed to report back to Council with an annual update on program participation and water savings achieved through the City's ICI Capacity Buyback Program."

BACKGROUND

The City of Guelph is committed to community and municipal leadership in water conservation. Since the time of completion of the City's first Conservation and Efficiency Study in 1999, several water conservation and efficiency program initiatives have been implemented in alignment with Study recommendations in efforts to reclaim critical groundwater resources, to limit the impacts of peak seasonal water demands and to best meet the needs of community stakeholders.

The City's Industrial, Commercial and Institutional ("ICI") Capacity Buyback Program offers ICI water consumers financial incentives to identify and implement capital retrofits to achieve greater water efficiency at their respective places of business.

In the time following the ICI Capacity Buyback Program's first capital retrofit completed at the University of Guelph in 2007, the program has gained much exposure and interest amongst the local business community. In addition to the ongoing water conservation works at the University of Guelph in 2008, Cargill Meat Solutions Inc. has also began participation in the ICI Capacity Buyback Program as further discussed herein the report below. The program provides resources to promote the sustainability of local business and a platform to showcase environmental stewardship among our corporate citizens. Furthermore, the program offers a cost-effective complement to the City's existing residential conservation programs and an additional resource in achieving the water reduction goals of the Council's Strategic Plan, the City's Community Energy Plan and the Water Supply Master Plan.

With this in mind, staff are pleased to provide the following update on the City's ICI Capacity Buyback and 2008 program participation.

REPORT

ICI Capacity Buyback Program Overview:

The ongoing ICI Capacity Buyback Program aims to assist ICI water consumers to meet greater water efficiency in day-to-day business operations through the "buyback" of water capacity reclaimed through the introduction of site water efficiency based retrofits. The following section provides an overview of the ICI Capacity Buyback Program process:

1. Introductory Site Meeting and Facility Walkthrough:

City staff will complete a brief overview of the ICI Capacity Buyback Program with key facility staff. Following completion of the overview a guided walkthrough of the facility will be completed to review the water use flow/process chain at the facility and to complete a preliminary evaluation of potential water efficiencies.

2. Facility Water Usage Data Logging and Metering Period:

Should potential efficiencies be identified through the facility walkthrough, an independent, professional consulting engineer retained by the facility operator will complete a detailed water audit at the facility. The water audit will include data logging of the facility's water meter, or meters, for a one week period. Furthermore, additional in-situ water meters may be installed to better define the water usage of specific process components, if required. (Note: A portion of the cost of the water audit is eligible for financial incentives under the ICI Capacity Buyback Program. Please see "ICI Capacity Buyback Program Incentives" section below.)

3. Water Use Metering Data Review and Audit Reporting:

Following completion of the data logging and metering period, the professional engineering consultant will complete a detailed report to summarize water usage during the study period. This report will identify possible process water use alternatives and identify payback on investment periods for the potential implementation of site-specific water conservation and efficiency measures.

4. Secondary Study Meeting:

A secondary meeting of City staff and key facility staff will be held to discuss findings of the water use metering study and to evaluate the feasibility of implementing the study recommendations, as noted in the engineering consultant's report.

5. Completion of Capital Retrofit and Water Use Verification Monitoring:

Should the ICI facility operator choose to implement the capital water efficiency retrofit recommendations brought forward from the engineering consultant's report, the facility operator may apply to the City for financial incentives which would be based on actual water savings achieved as a result of the retrofit under the ICI Capacity Buyback Program. Immediately following completion of the retrofit by the ICI facility, the engineering consultant would then complete a secondary water use metering study of the facility to quantify initial savings attributed to completion of the capital retrofit. Thereafter, the engineering consultant would complete additional water use metering studies at the point 6 months following completion of the capital retrofit and 12 months following the completion of the capital retrofit. (Note: A portion of the capital retrofit is eligible for financial incentives under the ICI Capacity Buyback Program. Please see "ICI Capacity Buyback Program Incentives" section below.)

For further reference, the City of Guelph ICI Capacity Buyback Program, including standard Terms and Conditions, is provided as Appendix "A" to this report.

ICI Capacity Buyback Program Incentives:

Through the ICI Capacity Buyback Program, the City offers financial assistance to eligible participants for water use audits completed by professional engineering consultants and financial incentives for water savings achieved through permanent capital water efficiency based process retrofits. The Program provides financial assistance in the amount of 50% of the cost of the water audit and end use monitoring/metering, to a maximum amount of \$10,000. Should the participant facility implement a water efficiency based capital retrofit, an incentive of \$300 per m³ of water saved per day, up to a maximum of the lesser of (1) 50% of the total capital retrofit project cost or (2) \$100,000, is available to eligible ICI water users who demonstrate water savings achieved through the completion of permanent capital water efficiency facility retrofits.

Water conservation is the most cost effective source of new water supply. The one time incentive amount of \$300/ m³/day is about 15% less than the cost per m³ of constructing new groundwater supply sources, based on the City's 2006 Water Supply Water Plan. Incentive payments related to capital retrofits would be completed in 2 portions over a one year period. Following the immediate confirmation of water savings achieved by the facility, and submission of the engineering consultant's report, the City will provide the ICI facility with 50% of the total incentive for the water savings achieved. After the completion of additional water use verification metering (completed at the six month and 12 month periods), and upon the continued demonstration of water savings, the remaining portion of the incentive is then provided to ICI facility based on the overall water savings achieved.

ICI Capacity Buyback Program financial incentives are available on a one-time only basis. To be eligible, facilities must be located in the City of Guelph, be serviced municipally by the City, be classified by the City as an Industrial, Commercial or Institutional facility and must submit a completed application form as required under the Program. Applications under the Program will be acted upon on a firstcome, first-served basis and are contingent upon the availability of program funding.

2008 Program Participation – Cargill Meat Solutions Inc.

In March of 2008, Cargill Meat Solutions Inc. ("Cargill") asked to participate in the City's ICI Capacity Buyback Program. Since that time, staff and project consultants, Enviro-Stewards Inc., have been working with Cargill to analyze process water use and quantify water savings gained through a May 2008 efficiency retrofit completed at Cargill's Dunlop Road Facility. Following the completion of two separate water use metering periods by the study consultants, Cargill has

demonstrated a preliminary daily water savings of 190 m³/day through the retrofit works completed. Based on the Program, financial incentives related to the water savings observed to date are estimated at \$57,000. Staff recommend that the Mayor and Clerk be authorized to sign an agreement between the City and Cargill with respect to financial incentives under the ICI Capacity Buyback Program and as outlined herein.

2008 Program Participation – University of Guelph:

In 2008, staff have continued work with the University of Guelph on numerous water efficiency initiatives as part of an ongoing ICI Capacity Buyback Program. Staff and members of the University's Maintenance Department are currently analyzing distribution system water losses and quantification of water savings achieved through laboratory retrofits. With the great success of the 312 m³ per day domestic water retrofit completed at the University of Guelph in 2007, staff have completed a case study highlighting the University water retrofit and associated savings in order to further promote the water conservation efforts of the University and to create further interest in the City's ICI community.

2008 Program Participation – Other Program Interest:

In addition to the works noted above, the City's ICI Capacity Buyback Program has received further interest from the Elliott Community, Polycon Industries, Sleemans Brewing Limited and TDL Canada Limited. Furthermore, staff will be meeting with representatives of Sleeman Breweries Ltd in late September to further discuss the program and the participation of Sleeman Brewing.

CORPORATE STRATEGIC PLAN

- 1. An attractive, well-functioning and sustainable city.
- 5. A community-focused, responsive and accountable government.
- 5.4 Partnerships to achieve strategic goals and objectives
- 6. A leader in conservation and resource protection/enhancement.
- 6.4 Less waste per capita than any comparable Canadian city.
- 6.5 Less energy and water per capita use than any comparable Canadian city.

FINANCIAL IMPLICATIONS

All funding for the Industrial, Commercial and Institutional Capacity Buyback Program is available in the approved 2008 Water and Wastewater User Pay Operating budget. In 2008, \$130,000 of the Water Conservation and Efficiency Program operating budget has been allocated for water use audits and retrofit based incentives under the ICI Capacity Buyback Program. As ICI Capacity Buyback Program water efficiency incentives are provided over a one year payment period it is important to note that the funding of participant program incentives may be completed over two annual budget cycles. With this in mind, staff will continue to account, and appropriately project, for participant incentive payments within the preparation of future annual program budgets.

DEPARTMENTAL CONSULTATION

Corporate Services - Legal Services Division

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix "A" – City of Guelph ICI Capacity Buyback Program including standard Terms and Conditions

Prepared By:

Wayne Galliher, A.Sc.T. Water Conservation Project Manager 519-822-1260, ext 2106 wayne.galliher@guelph.ca

Endorsed By: Peter Busatto, B.A. Manager of Waterworks 519-822-1260, ext. 2165 peter.busatto@guelph.ca

Recommended By: Janét L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

Appendix "A"

City of Guelph ICI Capacity Buyback Program including standard Terms and Conditions

City of Guelph Industrial, Commercial and Institutional (I.C.I.) Capacity Buyback Program Terms and Conditions

Part A Industrial, Commercial, and Institutional (I.C.I.) Water Capacity Buyback Program – General Conditions for all Programs

City of Guelph water efficiency administration

1. The I.C.I. Capacity Buyback Program and all portions thereof ("the Program") will be administered by the Water Conservation and Efficiency Group of the Environmental Services Department of the City of Guelph ("the City")

Eligible Facilities

2. To be eligible for participation in the Program, the facility must:

a. be located in the City of Guelph

b. have a water account administered by the City and be connected to a municipal water supply;

c. be classified by the City as an industrial, commercial and institutional (I.C.I.) building (office,

retail outlet, hotel, hospital, factory, warehouse, manufacturing, government, school etc.) and d. submit the completed application form as required for each program and

e. the process for which the application is made has not previously received funding under the ICI Capacity Buyback Program.

Selection of Participants

3. The City reserves the right to accept or reject, at its sole discretion, any application or any part thereof

4. As City program funding and/or resources are limited, applications will be acted upon in a firstcome-first-served basis for each part of the Program.

General Conditions

- 5. At any time and for and reason, the City may refuse any or all further applications for the Program, may extend the deadline for applications for the Program or any other deadline, or many terminate the Program, all in the City's sole discretion.
- 6. The Applicant shall ensure at all times that all laws including but not limited to Federal, Provincial, and Municipal laws and by-laws are adhered to.
- 7. Each Applicant must notify, in writing, the Manager of Wastewater Services of the City of any anticipated permanent process changes that may result in significant change(s) in the quantity, composition, or frequency of Wastewater discharge to the sanitary sewer.
- 8. Failure to meet any or all conditions of the Program may result in refusal or disentitlement to any funding payment.

Disclaimer and Release

9. The Applicant hereby releases and forever discharges the City and its officers, employees, agents and elected officials (the "Releasees") from and against any and all claims, costs or demands whatsoever, that it may now or ever have against the Releasees in relation to any loss, damage or injury (including death) that may occur indirectly, directly or consequently as a result of or arising from the Applicant's participation in the Program, including but not limited to the work or activities in relation hereto.

Indemnity Clause

10. The Applicant shall at all times defend, indemnify and save harmless the City, its officers, agents, employees, invitees, and elected officials (all of which are hereinafter called the "City indemnities") from and against any and all manners of claims, demands, losses, cost, charges, actions and other proceedings whatsoever made or brought against, suffered by or imposed on the City indemnities or their property in respect of any loss, or damage or injury (including fatal injury) to any person or property directly or indirectly arising out of, resulting from or sustained as a result of the Applicant's participation in the Program or the performance of the Applicant of anything in furtherance of it participation in the Program, including, but not limited to, the installation and operation of any equipment at the Applicant's facility or anything else in relation to this agreement.

Applicant's Initials

Water Use Review Program

Description

Part B

1. The Water Use Review entails a site inspection and review of water use by an employee of the City to determine if the Applicant could implement simple water efficiency measures, and to recommend if a further Water Use Audit may result in further efficiencies.

Applicant's Responsibility

- 2. Each selected Applicant must assume all financial and other responsibility in relation to its participation in the Water Use Review and the implementation of any water efficiency measures.
- 3. Each participating Applicant must provide the City with:
 - a. Access to their facility and water records during the Water Use Review; and
 - b. A knowledgeable representative from the facility as an escort during the Water Use Review.

City's Responsibility

- 4. The City shall:
 - a. Notify the Applicant in writing of their acceptance in the Water Use Review; and
 - b. Provide a written review of the Applicants water use, citing possible water efficiency measure to be taken.

Applicant's Initials

Water Use Audit Cost Sharing Program

Part C Description

1. The Water Use Audit Cost Sharing Program entails the City offering a financial incentive for a business to hire a qualified 3rd party professional engineering consultant to audit the water use in the facility or process, or part thereof, and to make recommendations for water efficiency.

Conditions for Program Acceptance

- 2. Each Application for the Water Use Audit cost sharing shall include a proposal, which included a work-plan that is satisfactory to the City, from each engineering consultant. Each proposal shall include a background description of the professional engineering consultant, citing their qualification and previous work experience showing competency in water efficiency or water use auditing. Each work-plan shall include a detailed scope of the work to be done, a detailed schedule of the work to be done, and the cost estimation for the work to be completed.
- 3. The City shall notify the Applicant in writing of their acceptance in the Water Use Audit Cost sharing Program.

Applicant's Responsibility

- 4. The Applicant shall ensure that the monitoring methodology described in Part E is adhered to.
- 5. Each participating Applicant must provide the City with;
 - a. Access to their facility during the Water Use Audit period and/pr after the Water Use Audit for a period of up to thirty (30) days to verify the results of the Audit, if the City so requests; and
 - b. Access to process equipment and water meters for the purpose of attaching process meters and /or measuring or recording water use during and after the Water Use Audit period for up to thirty (30) days if deemed necessary by the City; and
 - c. A copy of the completed Water Use Audit Report. The Applicant shall ensure that the completed Water Use Audit Report includes; a detailed report including the required data collected as per Part E Phase 1, proposed technological, process, work-flow, or other changes, estimated costs for implementing the proposed changes, and estimated payback periods for the proposed changes.

City's Responsibility

- 6. The City will make the financial payment to the applicant within 30 days of receipt of the Water Use Audit Report and 3rd party engineering consultant invoice that are satisfactory to the City.
- 7. Unless otherwise specified by the City, the amount of the financial incentive for the Water Use Audit shall be 50% of the cost of the Water Use Audit up to a maximum payout of \$10,000.
- 8. The City reserves the right to provide a portion of the incentive to the Applicant prior to the completion of the final Water Use Audit Report.

Proof of Compliance and Conditions for Payment

- 9. The Applicant agrees to implement all water efficiency initiatives identified by the Water Use Audit Report that have a simple payback period not exceeding 2 years and are deemed to be reasonable by the Applicant, in consultation with the City, within 1 year of completion of the Water Use Audit Report unless otherwise agreed by the City. Any water efficiency measures the participating applicant implements shall be at their own cost.
- 10. Each Applicant must assume all financial and other responsibility in relation to the application and participation in the Water Use Audit Cost Sharing Program.

Applicant's Initials

Part D Industrial, Commercial and Institutional (I.C.I.) Water Capacity Buyback Program –

Description

1. The I.C.I. Water Capacity Buyback Program entails a City contribution to help offset the capital costs incurred by an Applicant for the purchase and installation of technology or physical process changes that result in the reduction of long term water consumption.

Conditions for Program Acceptance

- 2. Each application for I.C.I. Water Capacity Buyback Funding shall include an engineer's report as certified by a professional engineer, to the satisfaction of the City, that identifies the proposed process change, pre-installation water use measurements, water savings estimates, and a work plan for installation that adheres to part E. Potential water reductions and pre-installation measurements may be determined by way of a Water Use Audit that is deemed acceptable to the City.
- 3. The City shall notify the Applicant in writing of their acceptance into the I.C.I. Water Capacity Buyback Funding program.

Applicant's Responsibility

- 4. The Applicant shall ensure that the monitoring methodology descried in Part E is adhered to.
- 5. Each participating Applicant must provide the City with:
 - a. Access to their facility during the installation period and/or after the installation for a period of up to one (1) year to verify the installation of the new equipment, technology, or process change if the City so requests; and
 - b. Access to process equipment for the purpose of attaching process meters before and after the installation period for up to one (1) year if deemed necessary by the City; and
 - c. Access to the water meter and/or new equipment/technology for the purpose of attaching and taking readings from temporary monitoring equipment at any time up to give (5) year after the installation of the new equipment/technology, if the City so requests.
- 6. Each participating Applicant must assume all financial and other responsibility in relation to the application and participation in the Program including but not limited to:
 - a. The purchase and installation of the new equipment/technology to reduce water use, including any preparatory and repair work that is required for the proper installation of this new equipment/technology; and
 - b. Any costs associated with the specialized metering and monitoring for verification of the water consumption as specified by the City; and
 - c. Supplying the City with written estimates regarding expected water savings and estimated payback periods

City's Responsibility

- 7. The City shall:
 - a. Collect all available information and/or take any reasonable action the City, at its sole discretion, deems necessary to verify the quantity of water saved; and
 - b. Allocate the funds required to pay the I.C.I. Water Capacity Buyback Program Funding incentive on verification of the volume of water saved and make payment of any financial incentives due under the I.C.I. Water Capacity Buyback Funding program within approximately one (1) year of incentive approval in accordance with the Program requirements and water savings calculations, subject to budget approvals by City Council.

The City may, at its sole discretion, provide a portion of the monetary incentive, as agreed upon by the Applicant and the City, to the Applicant prior to the commencement of recommended process change(s); and

c. Notify the Applicant in writing of the value of their one-time incentive payment based on the volume of water saved per single average day.

Proof of Compliance and Conditions for Payment

- 8. The City shall allocate the funds required to pay the I.C.I. Water Capacity Buyback Program Funding upon acceptable verification of the water savings. Payments under the program will be condition upon:
 - a. Acceptance into the program; and
 - b. Submission by the Applicant of proof of purchase and installation of any new equipment/technology in a form acceptable to the City.
- 9. The City reserves the right to adjust the reported water savings or disqualify any of the proposed or submitted works.
- 10. Unless otherwise specified by the City, the amount of the one time financial incentive for the I.C.I. Water Capacity Buyback Program Funding shall be based on \$300.00 for every cubic meter (1000 litres) of water saved on a single average day as calculated by the City, up to a maximum of the lesser of (a) 50% of the cost to undertake the process change(s), excluding consumables, or \$100,000 or other maximum value determined by the City.
- 11. Unless otherwise specified by the City, the amount of the financial incentive for the I.C.I. Water Capacity Buyback Program Funding for project that have a simple payback period of more than one year, but less than two years will be eligible for a prorated rebate up to \$300.00 for every cubic meter (1000 litres) of water saved per average day as calculated by the City..
- 12. Unless otherwise specified by the City, applications for I.C.I. Water Capacity Buyback Program Funding for projects that have a simply payback period of less than one year will be accepted on a case by case basis only where it can be clearly demonstrated that implementing the water efficient technology would place significant financial hardship on the Applicant.

Applicant's Initials

Part E

Monitoring Methodology for the I.C.I. Water Capacity Buyback Program

Phase 1: Pre-Monitoring

When conducting the pre-monitoring, the Applicant shall perform, or ensure that the following tasks are performed:

- Calculate the average daily demand (m³/day) based on actual 7day/week water billing information for each of the past two years
- 2. Manually read or data log the main municipal water meter(s) and prepare for a 24 hour/day 7-day water demand profile for the site.

- 3. Use appropriate metering/monitoring/data logging methods on any end-use, process, or system with a potential for water reduction to produce a 24-hour/day 7-day profile that is typical for that process.
- 4. Record water consumption readings for each water meter and the dates and time when read.
- 5. Identify new equipment/technologies/processes and their costs for the implementation (including labour). Calculate the associated anticipated water reductions for each new equipment/technology proposed and the Return on Investment/Simple Payback period.
- 6. Submit an engineering report to the City that shall clearly identify a technological change and estimate the water reductions for each new equipment/technology change proposed. Included in this report shall be the current water use profile for the site and the end-use, process or system proposed to be changed.

Phase 2: Installation

If the application is approved by the City, the Applicant shall install the equipment/technology/processes that have been identified and described in Phase 1.

Phase 3 - Post-Monitoring and Verification

When conducting the post-monitoring and verification the Applicant shall perform, or ensure that the following tasks are performed:

- 1. Determine a new average daily demand (m³/day) based on actual water meter reading and data login information.
- 2. Manually read or data log the municipal water meters and prepare a new 24 hour/day 7-day water demand profile for the site:
- 3. Use appropriate metering/monitoring/data logging methods on any end-use, process, and system to determine associated water reductions for each new end-use, process, or system installed. Confirm that the new 24-hour/day 7-day profile is typical for that process.
- 4. Record water consumption readings for each meter and the dates and times when read.
- 5. Compare new daily demands of both the site as a whole and the individual system(s) to those of historical demands identified in Phase 1 and explain any differences where they may have occurred.
- 6. Submit to the City, a detailed engineering report that is sufficiently detailed to allow a review of each water/wastewater process by City staff. A professional engineer recognized by Professional Engineers Ontario must clarify the detailed engineering report as correct and complete.

Applicant's Initials



Industrial, Commercial & Institutional (ICI) Capacity Buyback Program

Applicant Information (Please print clearly)

Applicant/Company Name		Water Account #
Site Address	City _	Postal Code
Contact Name		Title/Position
Phone	Fax	E-mall
Where did you hear about the ICI Capacity Bu	uyback Program?	

Water Use Review

📋 Water Use Review -- Free

I am interested water efficiency and would like to participate in a Water Use Review provided by the City of Guelph for the location listed above.

Read and Initial: Terms and Conditions Parts A & B

I have read, understand and agree to the ICI Capacity Buyback Program Terms and Conditions as set forth by the City of Guelph.

Signature of owner/facility manager/signing authority	Position	Date (yyyy/mm/dd)

Water Use Audit

□ Water Use Audit - 50/50 cost sharing on audits to a maximum payment of \$10,000

I am interested water efficiency and would like to participate in a Water Use Audit cost sharing with the City of Guelph for the location listed above.

Read and Initial: Terms and Conditions Parts A & C

I have read, understand and agree to the ICI Capacity Buyback Program Terms and Conditions as set forth by the City of Guelph.

Signature of owner/facility manager/signing authority	Position	Date (yyyy/mm/dd)

ICI Capacity Buyback Program

ICI Capacity Buyback Program

I am applying to the City of Guelph to receive funding for process water efficiency retrofits monitored as per the Terms and Conditions and Monitoring Methodology.

Read and Initial: Terms and Conditions Parts A, D & E

I have read, understand and agree to the ICI Capacity Buyback Program Terms and Conditions as set forth by the City of Guelph.

Signature of owner/facility manager/signing authority	Position	Date (yyyy/mm/dd)
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Please attach all required information as required in the ICI Capacity Buyback Funding Program Terms and Conditions Please submit <u>original</u> application, including initialed terms and conditions to the City of Guelph **Photocopies will NOT be accepted**

ICI Capacity Buyback Program Waterworks, City of Guelph 1 Carden St, Guelph ON N1H 3A1

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For City of Guelph Use Only	<u>그 같은 제가는</u> 공격권회가 가격적 방법 방법 방법 관계 관련 것 때 가지가 지지 않는 것 같아지 것 것 같아.
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Funding Approvals	a na shi ka ka shekar ka belar ka
Average volume of water saved/day	Calculated Funding Payable Funding
ICI Capacity Buyback Approval	
	Level of Participation Initials Date
	🛛 Water Use Review
Manager, Waterworks	🛛 Water Use Audit
	🗖 Funding
Director, Environmental Services	
	Engineering proposals/reports will accompany all applications for audits and funding

Gow's Bridge



Old University Neighbourhood Residents' Association Inc.

Linking the Old University Neighbourhood to the City of Guelph since 1897

Mayor Karen Farbridge and Council City Hall, Guelph, ON.

Your Worship and Council,

At a regular meeting of the executive of OUNRA on July 24, the subject of the corner sightline and boulevard bylaws was placed on the agenda and Dick Chaloner explained the bylaws. There was substantial discussion and the executive directed that a letter be sent to the Mayor and Council expressing our concern with the impact of these bylaws on the residential neighbourhoods of our city. It is our belief that the bylaws, as they presently exist, are no longer appropriate. We ask that Council review the corner sightline and boulevard bylaws and that staff suspend enforcement in all cases where a clear traffic hazard does not exist pending the results of that review.

During our discussion the following points were clear:

1. The corner sightline and boulevard bylaws are not understood by residents. They are technical, complex, overreaching and extremely difficult to interpret.

2. The extent of non-compliance with the bylaws is very high and enforcement would be visually devastating in many instances.

3. The landscaping and natural gardens that would be subject to removal are a desirable feature of our city and their removal would reduce our quality of life.

4. Our experience as residents is that usually no safety hazard is presented by sightline and boulevard plantings. We do agree that, in the very few instances where traffic safety is compromised, enforcement is appropriate. However, this does not appear to be the motivation for enforcement at the present time.

5. The corner sightline and boulevard bylaws appear to go beyond traffic safety. Our parking bylaw permits on street parking well within the zone where all but very low vegetation is prohibited by these other bylaws. 6. It is puzzling that the same rules apply to yield and stop signed intersections.

We respectfully request that you give attention to our concerns with a view to revising the corner sightline and boulevard bylaws.

Yours very truly, Mal Bain

Mark Bailey, President, Old University Neighbourhood Residents' Association.

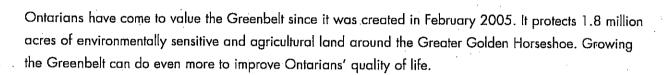
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INFORMATION SHEETS

SEP

1 5 3500

Ontario



In March and April 2008, the Ministry of Municipal Affairs and Housing consulted on draft criteria to be used to consider potential municipal requests to grow the Greenbelt. Based on this advice, the Ontario government has put in place criteria to assess requests from regional, county and single-tier governments to expand the Greenbelt.

This booklet provides some background information about the Greenbelt and outlines the criteria and process that the Minister of Municipal Affairs and Housing, in consultation with partner ministries, will use to consider municipal requests to expand the existing Greenbelt.

HE GREENBELT ACT AND PLAN

The Greenbelt Plan and Greenbelt boundary were established under the Greenbelt Act, 2005. The of the plan allows only the Minister of Municipal Affairs and Housing to propose amendments to the plan. Only the Lieutenant Governor on the recommendation of Cabinet can approve such amendments.



Growing the Greenbelt August 2008

Decisions on planning applications must conform with the Greenbelt Plan. Municipalities are also required to bring their planning documents (e.g. official plans) into conformity with the plan.

The act requires a comprehensive policy review of the Greenbelt Plan every 10 years. The review must be co-ordinated with the reviews of the Oak Ridges Moraine Conservation Plan and the Niagara Escarpment Plan. The first 10-year review is to take place by 2015. The act also required the government to create the Greenbelt Council, an advisory body to the Minister on Greenbelt matters. The Greenbelt Council provides advice to the Minister on both the 10-year review and any proposed amendments to the plan.

The criteria for growing the Greenbelt do not replace the 10-year review or limit the ability of the Minister of Municipal Affairs and Housing to propose any other amendments to the plan. Amendments to the plan would follow the process outlined in the act.



What is the Greenbelt?

Ontario's Greenbelt is an area of permanently protected green space, tarmland, communities, forests, wellands and watersheds. The Greenbelt protects environmentally sensitive land and farmland in Ontario Greater-Golden Horseshoe area from urban development.

In addition to providing agricultural and environmental protection. The Greenbelt contains important natural presources and supports a wide range of recreational tourism and cultural opportunities:

The Greenbell includes the Oak Ridges: Moraine, the Niagara Escarpment and land that is known o "Protected Countryside" that lies at the heart of the Greater Golden Horseshoe.

The Greenbelt is a cornerstone of the Growth Plan for the Greater Golden Horseshoe. Ontario's overarching strategy for managing growth for the areas. The Greenbelt Plan identifies where major urban growth cannot take place. The Growth Plan focuses growth where it makes sense to revitalize our urban areas, away from a revirance and prime agricultural areas.

PROCESS

This booklet outlines the Province's approach to consider requests from regional, county and single-tier municipalities that want to grow the Greenbelt. The process provides an opportunity for municipalities to identify areas that would become protected countryside by including them in the Greenbelt. The Ministry of Municipal Affairs and Housing, in partnership with other ministries, has developed criteria that will be used to evaluate such municipal requests to grow the Greenbelt.

In preparing a submission to grow the Greenbelt, municipalities need to demonstrate how they have addressed each of the criteria. They are encouraged to build on existing municipal resources and data such as official plan mapping. A request should include a detailed proposal and supporting information such as maps and reports. Municipalities considering proposing an expansion should initiate early discussions with the Ministry of Municipal Affairs and Housing before making a formal submission.

Staff from the Ministry of Municipal Affairs and Housing, and from partner ministries (Ministries of Agriculture, Food and Rural Affairs; Natural Resources; Energy and Infrastructure; Transportation; Environment; Tourism; Culture; Health Promotion; Aboriginal Affairs; Economic Development and Trade and Northern Development and Mines), are available to meet with municipalities to discuss their proposed submission to grow the Greenbelt.

Discussions may help to clarify existing Greenbelt policies and how those policies may apply to the proposed expansion area. Discussions could also include determining data and information needs, forms of engagement and possible refinements to the proposal that may be needed to demonstrate that the municipality has addressed the criteria.



Upon receiving a formal submission, the Ministry of Municipal Affairs and Housing, with technical support from partner ministries, will review the submission to determine how the municipality has addressed all of the criteria. Based on this review, the Minister of Municipal Affairs and Housing may initiate the process to amend the Greenbelt Plan.

Under the Greenbelt Act, 2005, the Minister of Municipal Affairs and Housing is required to consult with affected public bodies including the Greenbelt Council, affected municipalities and the public on a proposed amendment before recommending it to Cabinet for approval. The Ministry of Municipal Affairs and Housing may use a variety of ways to consult with key stakeholders and engage with Aboriginal communities on a proposed amendment to the Greenbelt Plan. This may include public meetings, one-on-one meetings, workshops or open house sessions. Information about a proposed amendment would be posted on the Environmental Bill of Rights Registry. Only the Lieutenant Governor, on the recommendation of Cabinet, can approve an amendment to the Greenbelt Plan.



PRINCIPLES

The criteria and the process to consider requests to grow the Greenbelt are based on the following principles:

- Reductions or deletions to the Greenbelt area will not be considered.
- Land in the Greenbelt will not be swapped or traded for land outside of the Greenbelt.
- Current Greenbelt Plan policies continue to apply and will not be changed.
- The mandated 10-year Greenbelt Plan review is not replaced. The plan's policies and mapping will be subject to a comprehensive review by 2015.
- The ability of the Minister to propose other amendments is not affected.
- The legislated Greenbelt Plan amendment process remains unchanged. Only the Minister of Municipal Affairs and Housing can propose amendments, and only the Lieutenant Governor, on the recommendation of Cabinet, can approve amendments.

"By allowing expansions to the Greenbelt, the McGuinty govermment is giving municipalities the power to protect valuable land in their communities. I encourage municipalities to seize this opportunity to safeguard Ontario's precious greenspace for generations to come." – Dr. Rick Smith, Environmental Defence

PANSION CRITERIA

The Ministry of Municipal Affairs and Housing will consider municipal requests to grow the Greenbelt that address the following six criteria. The ultimate discretion rests with the Minister of Municipal Affairs and Housing as to whether an expansion proposal addresses the criteria.

1. Municipal Request

The request is from a regional, county or single-tier municipal government and is supported by a council resolution.

In a region or county, the lower-tier host municipality (or municipalities) in the proposed expansion area supports the request through a council resolution.

For regions and counties, a council resolution is needed from the upper-tier council as well as the lower-tier council of the host municipality (or municipalities) where the proposed expansion to the Greenbelt would be located. The submission should consider and build on existing municipal data and resources such as official plan mapping and policies. Municipalities will need to provide documentation and supporting rationale as to how they have addressed the criteria and are encouraged to work together in preparing a submission.

The municipality documents how it has addressed the Ministry of Municipal Affairs and Housing's expectations for:

- Engagement with the public, key stakeholders, and public bodies such as conservation authorities, including notification of affected landowners.
- Engagement with Aboriginal communities.



Council will need to demonstrate what measures it has taken to engage the public, affected landowners, key stakeholder organizations and public bodies about growing the Greenbelt in its municipality. Considerations for engagement should build on the consultation process municipalities use for a comprehensive official plan amendment such as the five-year review of a municipal official plan.

The Ministry of Municipal Affairs and Housing expects that engagement will occur early in the process and will include notifying all affected landowners, adjacent municipalities and the public. Engagement would also include notifying and working with public bodies such as local conservation authorities, the Niagara Escarpment Commission and key stakeholder organizations. Notification can be achieved by mail and supported by ads in local newspapers. Municipalities are encouraged to hold public open house(s) or meeting(s) to allow council to hear all viewpoints on the proposed expansion.

Council will also need to demonstrate how it has engaged Aboriginal communities. Sharing information upfront and early in the process should be part of the municipality's regular business practices and can help build co-operative relationships and mutual respect." Initial considerations should include identifying Aboriginal communities who may have Aboriginal or treaty rights or other interests in the area under consideration for Greenbelt expansion.

There are a number of ways that municipalities can engage Aboriginal communities. Initial contact could be made through personal mail delivery with followup phone calls. Council should also work with Aboriginal communities to determine appropriate timing, methods and approaches for any proposed meetings to explain and discuss the process for growing the Greenbelt.

"The criteria represent an important step forward in the process of expanding the Greenbelt. I am of course pleased that the Ontario Government is responding to the Greenbelt Council's advice to commence development of criteria to expand the Greenbelt." – Dr. Robert Elgie, Choir, Greebelt Council

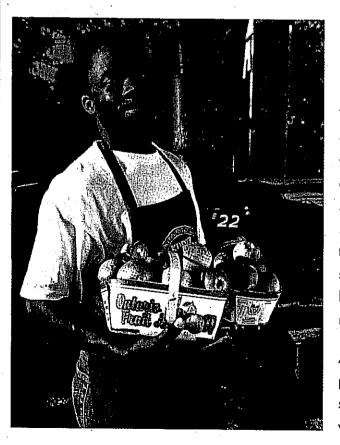
2. Additions to the Greenbelt

The request identifies a proposed expansion area that is adjacent to the Greenbelt or demonstrates a clear functional relationship to the Greenbelt area and how the Greenbelt Plan policies will apply.

Proposed additions to the Greenbelt should be connected to the existing Greenbelt area to add Protected Countryside areas to the Greenbelt Plan.

However, lands that are not immediately adjacent to the Greenbelt may also be considered for expansion where it can be demonstrated that there is a clear functional relationship to the Greenbelt.

A functional relationship is based on natural heritage, water resources or agriculture. For example, this could include the protection of headwaters, recharge areas and associated wetlands.





3. Embraces the Greenbelt Purpose The request demonstrates how the proposed expansion area meets the intent of the vision and one or more of the goals of the Greenbelt Plan.

The Greenbelt Plan establishes its main purpose through its vision and goals. Municipal submissions to grow the Greenbelt need to demonstrate how the proposed expansion area meets the vision of the Greenbelt.

The Greenbelt plan aims to enhance urban and rural areas and overall quality of life in the Protected Countryside. While providing permanent agricultural and environmental protection, and supporting a strong agricultural and rural economy, the Greenbelt Plan also provides for a wide range of recreation, tourism and cultural opportunities. Municipal submissions to grow the Greenbelt need to demonstrate how the proposed expansion area meets one or more goals of the Greenbelt Plan.

A commitment to implement and support the existing policies of the Greenbelt Plan needs to be demonstrated. Changes to the existing policies of the Greenbelt will not be considered through this process.

Greenbelt Vision

- The Greenbelf is a broad band of permanently protected land which a
- Protects against the loss and fragmentation of the agricultural land base and supports agriculture as the predominant land use:
- Gives permanent protection to the natural heritage and water resource systems that sustain ecological and human health, and that form the environmental frameworks around which major urbanization in south-central Ontatio will be organized.
- Riovides for a diverse range of economic and social activities associated with rural communities,
 agriculture, tourism, recreation and resource uses
- Please retento the Greenbelt Plan for more information on the Greenbelt's goals, available at

Greenbelt Goals.

www.greenbelt.ontario.ca

To enhance our utban and rural areas and overall quality of life by promoting the following matters within the Protected Countryside -1: Agricultural protection 2: Environmental protection



- 4. Settlement areas
- 5. Unitostituciure and natural-resourc



4. Connections to Greenbelt Systems

One or more of the Greenbelt systems (Natural Heritage System, Agricultural System and Water Resource System) is identified and included in the proposed expansion area and their functional relationship to the existing Greenbelt system is demonstrated.

Municipal requests to grow the Greenbelt need to identify and include one or more of these systems in the proposed expansion area. The municipality will have to demonstrate a functional relationship between the proposed expansion area and one or more of the systems of the existing Greenbelt Plan.

The Greenbelt Plan includes a provincial-scale Agricultural System and Natural System that also maintain connections to the broader agricultural and natural systems of southern Ontario. The Natural System is made up of a Natural Heritage System and a Water Resource System. The area identified for Greenbelt expansion must be based on the same provincial scale systems approach that was used in the Protected Countryside of the Greenbelt Plan. The Agricultural System is made up of specialty crop areas that include the Holland Marsh and the Niagara Peninsula tender fruit and grape areas, prime agricultural areas and rural areas. The Agricultural System is connected both functionally and economically to agriculture beyond the existing Greenbelt.

The Natural Heritage System includes natural heritage features and areas linked by natural corridors necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species and ecosystems. The Water Resource System is made up of both ground and surface water features and their associated functions, such as primary recharge, headwater and discharge areas. These provide the water resources necessary to sustain healthy aquatic and terrestrial ecosystems and human drinking water sources.

"CIELAP strongly supports the Provincial Government's action on developing criteria to assess municipal requests to expand the Greenbelt. Growing Ontario's Greenbelt will strengthen the protection of valuable agricultural and environmentally sensitive lands." – Anne Mitchell, Executive Director, Canadian Institute for Environmental Law and Policy

Building the Greenbelt by Layers

The process of building the Greenbelt touting 2004 and 2005 involved extensive consultation and collaboration. The Greenbelt task Force, an advisory group, conducted public meetings and reported back to the Munister of Municipal Affairs, and Housing in August 2004. The Greenbelt Plan-was drafted based on the fask force's recommendations and advice. For more information on those recommendations, please review, the task forces, report. Toward a Golden Horseshoe Greenbelt at www.mahigov.onced/GreenbeltTask-Forces.

The provincial Growth Plan torathe Greater Golden Horseshoe was developed at the same time as the Greenbelt Plan to identify where growth should take place and to reduce development pressures on Intral and agricultural pressures.

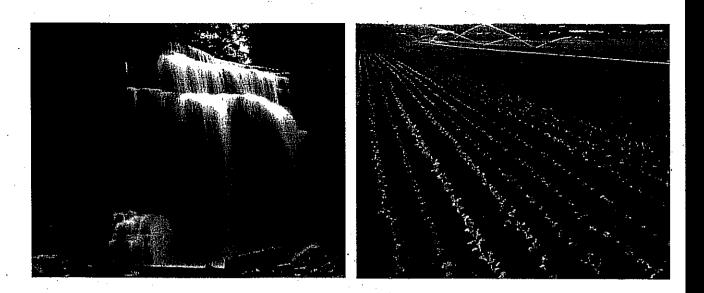
The Oak Ridges Moraine Conservation Plan and Nicgara Escarpment Plan form the backbane of the Greenbelt, The Creenbelt's Natural Feritage System includes and builds on the natural heritage systems in the moraine and the escarpment.

F herfinal. Greenbelt area was determined, by identifying a natural heritage system, and defining an agricollural system. Together, these components form the Protected Countryside of the Greenbelt. The government calso considered the amount of land required to accommodate anticipated growth.

The Natural Heritage System identifies major core areas containing high concentrations of inatural features in and Linking areas that ecologically connect the core areas. Major valley corridors of rivers flowing from the Oak Ridges Moraine and the Niogara Escaroment also provide links from the Greenbell to Lake Ontario

The Agricultural System was identified based on a number of factors, including the Greenbelt Land Evaluation Area Review study, the existing pattern of agriculturally protected lands set out in municipal official plans and a consideration of projected future growth patterns. This method uses a scoring system and considers a number of potential factors, such as soils, climate, productivity and land fragmentation. Studies were also done to identify two Specialty Crop. Areas the Niagara Peninsula tender fruit and grape area; and the

Holland Marsh



5. Complements the Growth Plan for the Greater Golden Horseshoe

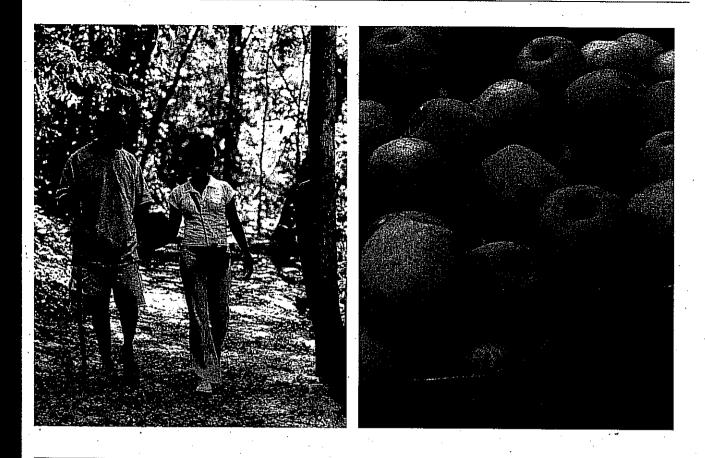
A municipality's request to expand the Greenbelt may be considered by the Ministry of Municipal Affairs and Housing while the municipality is engaged in its associated Growth Plan conformity exercise. The proposed area for expansion cannot impede the implementation of the Growth Plan. The municipality must demonstrate how the expansion area supports the goals, objectives and targets of both the Greenbelt Plan and the Growth Plan.

Expansions to the Greenbelt will be considered for areas that are outside of existing urban settlement areas. An exception may be considered for major natural heritage systems that are located within existing urban settlement areas. The natural heritage system must be designated within the municipal official plan.

The Growth Plan sets out a framework for managing growth and revitalizing existing urban communities in the Greater Golden Horseshoe. It also steers growth away from environmentally sensitive and prime agricultural areas. The Greenbelt Plan identifies where major urban growth cannot take place.

Municipalities are required to bring their official plans into conformity with the Growth Plan by June, 2009. A municipality may initiate a request to grow the Greenbelt at the same time as it is undertaking its Growth Plan conformity exercise. However, it must demonstrate that the Greenbelt expansion area supports the goals, objectives and targets of both the Growth Plan and the Greenbelt Plan. This includes addressing how its future growth needs will be met and how the Greenbelt expansion complements the municipality's Growth Plan conformity exercise.

Proposed expansions to the Greenbelt should be outside of urban settlement areas designated in municipal official plans. An exception may be considered for major natural heritage systems that are designated as part of an urban settlement area and a significant connection to the Greenbelt area can be demonstrated. This would not include lands that have been designated for public parks, or active recreation uses (e.g. sports fields) that have been approved as part of an urban community.



6. Timing and Relationship to Other Provincial Initiatives

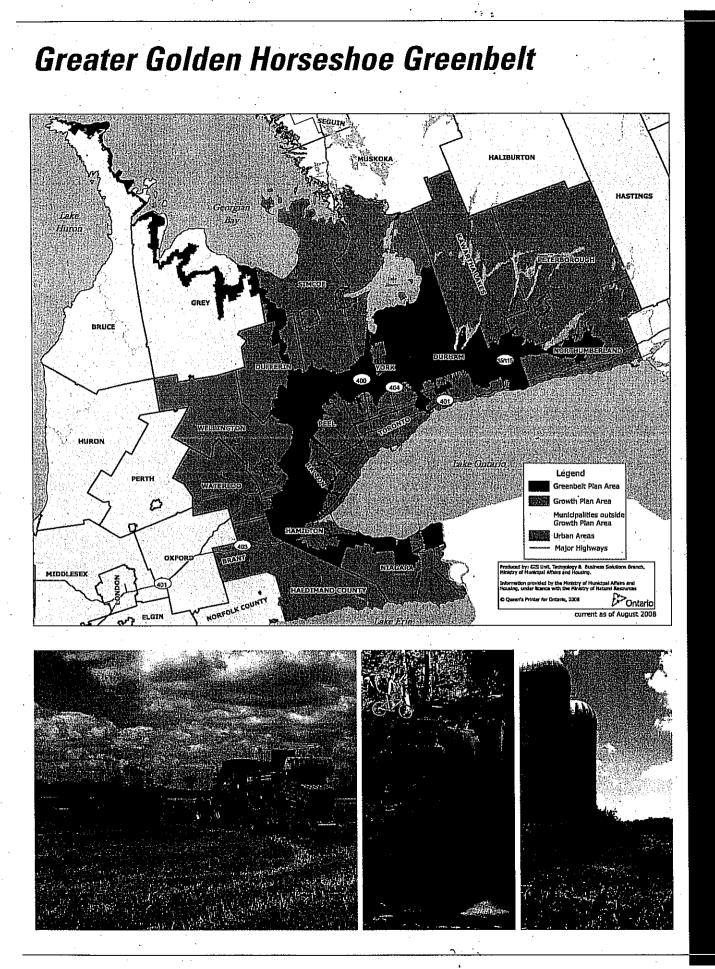
A municipality's request to expand the Greenbelt may be considered by the Ministry of Municipal Affairs and Housing while complementary provincial initiatives are being developed.

The request has to demonstrate that the proposed expansion area will not undermine provincial interests, or the planning or implementation of complementary provincial initiatives (e.g. Source Protection Plans under the Clean Water Act, 2006, Metrolinx's Regional Transportation Plan, proposed Lake Simcoe Protection Strategy).

There are a number of provincial initiatives currently affecting the Greater Golden Horseshoe, including broader transportation/transit planning and protection of water resources. Some of these provincial initiatives include Source Protection Plans under the Clean Water Act, 2006, Metrolinx's Regional Transportation Plan, the Ministry of Transportation's planning, design and construction projects and the proposed Lake Simcoe Protection Strategy.

Municipal requests to grow the Greenbelt will need to identify the relationship to relevant provincial initiatives and demonstrate that the proposed expansion would complement and support them, and would not impede their planning or implementation.

"The Oak Ridges Moraine Foundation welcomes the Province's effort to provide Ontarians with the opportunity to further protect our significant natural spaces through this Growing the Greenbelt initiative. As a key geological landform within the Greenbelt, the Oak Ridges Moraine's significant ecological features and functions will be further strengthened." – Debbe Crandoll, Chair Oak Ridges Moraine Foundation



Greenbelt Facts

 Total area of protected land in the Golden Horseshoe Greenbelt is 1.8-million acres. an area larger than Prince Edward Island. Includes about 1 million acres of protected lands known as the Protected Countryside in addition to the land protected by the Nicgara Escaroment Plan and the Oak Ridges Moraine

Extends 325 kilometres from the eastern end o the Oak Ridges Moraine near Rice Lake to the Niagara River in the west. This is almost the direct distance between: New York City and Washington D.C. 328 km (204 miles) Reaches: 80 kilometres: at its widest point from he mouth of the Rouge River to the northern th of Durham Regions

Includes about 535,000 acres in the Protected Countryside structural system and provides W protection for about intee quarters of th Greenbelt's lakes wetlandstand-forests. The rest of the natural, heritage system within the enbell is protected by the Ock Ridge Aoraine and Nicgora Escarpment Plan Protects the headwaters of all major wat sheds in the western Greater Toronio Areasth vere not protected by the Niagara Escarpment

©ak Ridges Moraine plans Permanently protects about 100,000 acres of Niegora, Reninsula vender truit and erape pedialty grob areas and the entire Holland Marshispecially arap area of over 15,000. acres, located in York Region and Simcoe. County This is more than twice the size of the agricultural lands in California protected by the Napa Valley Land Trust.

ONTACT INFORMATION:

Ministry of Municipal Affairs and Housing 14th Floor, 777 Bay Street Toronto, ON M5G 2E5 Phone: 416-585-6014 Fax: 416-585-6870

MORE INFORMATION:

For more information on the Greenbelt and how it was built, visit:

Ministry of Municipal Affairs and Housing - Greenbelt www.greenbelt.ontario.ca

Greenbelt Council www.mah.gov.on.ca/greenbeltcouncil

HER RESOURCES

For more information on supporting and complementary programs and initiatives, visit:

Ministry of Natural Resources

www.mnr.gov.on.ca

Ministry of Energy and Infrastructure - Places to Grow www.placestogrow.ca

Ministry of Agriculture, Food and Rural Affairs www.omafra.gov.on.ca

Ministry of the Environment www.ene.gov.on.ca

Ministry of Transportation www.mto.gov.on.ca

Ministry of Tourism www.tourism.gov.on.ca

Ministry of Culture www.culture.gov.on.ca

Metrolinx – Greater Toronto Transportation Authority www.metrolinx.com

Ministry of Municipal Affairs and Housing

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Growing the Greenbelt August 2008

FSC



28TH SESSION

THE COUNCIL OF THE CORPORATION OF THE TOWN OF MILTON

Resolution No. 333-08

Date: August 18, 2008

BE IT RESOLVED:

WHEREAS Aluminum Cans and Plastic Drink Containers create significant litter on our Roadways and whereas the deposit/return system for alcoholic beverages has proved an effective deterrent to roadside littering;

AND WHEREAS many of these Plastic Drink Containers contain water obtained by commercial operations with little or no positive benefit for local residents, and whereas large-scale water taking may adversely affect local water resources, and whereas commercial water tanker trucks create uncompensated wear to local roads

AND WHEREAS a deposit may encourage residents to use personal reusable containers reducing the demand for plastic bottled water;

BE IT RESOLVED THAT the Town of Milton endorses the Region of Halton's resolution requesting that the Minister of the Environment consider placing a deposit/return system on aluminum and plastic drink containers and that this resolution be forwarded to the Association of Municipalities of Ontario for circulation to all municipalities in Ontario for information and support.

Contact Information:

Shelly van Empel, Legislative Administrator 43 Brown Street, Milton, ON, L9T 5H2 Fax: 905-876-5022 Phone: 905-878-7252 #2131 E-mail: <u>shelly.vanempel@milton.ca</u>

DISCLAIMER

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The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, October 10, 2008, 9:30 a.m.

A regular meeting of the Community Development and Environmental Services Committee was held on Friday, October 10, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Piper, Salisbury and Mayor Farbridge Also Present: Councillors Bell & Hofland

Absent: Councillor Billings

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Ms. Marion Plaunt, Manager of Policy Planning and Urban Design; Ms. T. Sinclair, Manager of Legal Services; Ms. S. Smith, Associate Solicitor; Mr. M. Rea, Associate Solicitor; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. B. Poole, Chief Building Official, Mr. P. Sheehy, Zoning Inspector; Mr. P. Busatto, Manager of Waterworks; Ms. L. Watson; Communication Coordinator; Mr. W. Galliher, Water Conservation Project Manager; Mr. R. Henry, City Engineer; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

Councillor Piper declared a pecuniary interest with respect to the Proposed Demolition Permit for 65 Mary Street because she lives within the circulation list and did not discuss or vote on the matter.

1. Moved by Councillor Piper

Seconded by Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on September 5, 2008 be confirmed as recorded and without being read.

Carried

Expansion of the Municipal Register of Cultural Heritage Properties to Include Non-Designated Burcher-Stokes Properties

2. Moved by Councillor Salisbury Seconded by Councillor Piper

Mr. J. Riddell THAT the matter of the expansion of the municipal register of cultural heritage properties to include non-designated Burcher-Stokes properties be deferred to a future meeting.

Carried

October 10, 2008 Community Development & Environmental Services Committee

Page 2

Presentation by World Wildlife Federation

Ms. Joanne Adair, Community Outreach & Engagement Coordinator, WWF-Canada, provided a recap of Earth Hour 2008, and introduced a new program entitled "The Good Life". She explained that the purpose of the campaign is to encourage and enable Canadians to maximize their greenhouse gas savings. She outlined the next steps which include a pilot project then a rollout to all municipalities. She invited Guelph to become a part of the pilot project and outlined the benefits to Guelph and explained what resources would be required.

3. Moved by Councillor Piper Seconded by Councillor Salisbury

REPORT THAT the City seeks to participate with the World Wildlife Federation as one of the pilot communities for the Good Life program;

> AND THAT the program be referred to the Director of Information Services, the Director of Environmental Services and the Director of Community Services.

> > Carried

Public Promotion Action Plan for Drinking Water Consumption

Dr. Laird provided a brief synopsis of the phased approach the City will take toward the goals outlined within the Public Promotion Action Plan for Drinking Water Consumption report dated October 10, 2008.

Mr. John Challinor on behalf of Nestles Water Canada (and the beverage industry) expressed concerns about the effects the action plan will have on the wellbeing of emergency and police staff. He stated they have no opposition to Council or municipal offices not using bottled water but believes the action plan is a bad public policy and does not believe it will result in an increase of tap water use or a decrease in plastic bottle usage. He then stated that he believes people will revert to less healthy choices. He believes finding ways to recycle bottles in communities is a better solution and proposed public spaces recycling initiatives. He advised they are currently in discussions with the Ministry of the Environment to launch a deposit/return system in Ontario. He believes a number of exemptions will be requested because the action plan is administratively unworkable, and will be publicly distasteful. He said that if the objective is to promote drinking tap water then the City needs to invest in education. If the objective is to reduce waste, then a recycling program would be a better solution.

October 10, 2008	Community Development & Environmental Services Committee	Page 3
Dr. J. Laird	 4. Moved by Councillor Piper Seconded by Mayor Farbridge THAT the report of the Director of Environmental Services October 10, 2008 providing an outline of the Public Promo Plan for Drinking Water Consumption, be received for info 	otion Action
		Carried
Dr. J. Laird	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT staff investigate the feasibility of working with the b industry to reduce garbage through public recycling initial 	
		Carried
	City of Guelph Industrial, Commercial and Institutio Capacity Buyback Program	nal
	Dr. Laird outlined the process steps for this program and follows policies previously passed by Council. She advised will be completed at six months and twelve months to en- goals are being met. She also outlined the expected cost	d an audit sure the
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the report of the Director of Environmental Services October 10, 2008, providing an update on the City's Indus Commercial and Institution ("ICI") Capacity Buyback Progressived; 	strial,
	AND THAT Council, authorizes and approves the ICI Capa Program in substantially the same form as set out in the or including the standard Terms and Conditions, which is att October 10, 2008 staff report as Appendix A and as outline October 10, 2008 staff report.	document, ached to the
	AND THAT Council authorizes the Director of Environment to execute related documents, including agreements, if ar to implement the said ICI Capacity Buy Back Program, su satisfaction of the Director of Environmental Services and Solicitor;	ny, required bject to the
	AND THAT the Mayor and Clerk be authorized to sign an a between the City of Guelph and Cargill Meat Solutions Inc respect to financial incentives under the ICI Capacity Buy Program as outlined in the said staff report dated October	. with back

October 10, 2008	Community Development & Environmental Services Committee	Page 4
	AND THAT staff be directed to report back to Council with update on program participation and water savings achiev the City's ICI Capacity Buyback Program.	
		Carried
	Other Business	
Dr. J. Laird	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the correspondence received from Dr. Hugh Whitele his water policy proposal be referred to staff for consideration comment. 	
		Carried
	Sign By-law Exemption Request for 1 & 2 Kortright	Road East
REPORT	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT Report 08-93 regarding a sign variance request for Kortright Road East from Community Design and Develop Services, dated September 5, 2008, be received; 	
	AND THAT the request for a variance from the Sign By-law 2 Kortright Road East to permit one sign for third party ac be situated on the existing brick wall, in lieu of the by-law requirement of no third party advertising be refused.	vertising to
		Carried
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT staff report back on a review of the mobile sign provisithin the Sign By-law. 	visions
		Carried
	Proposed Demolition of 65 Mary Street	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the proposed demolition of the house at 65 Mary St approved. 	reet be

Carried

October 10, 2008	Community Development & Environmental Page 5 Services Committee	
	11. Moved by Mayor Farbridge Seconded by Councillor Salisbury	
Mr. J. Riddell	THAT infill projects be identified as a priority in the Urban Design Plan.	

Carried

OUNRA Correspondence Regarding Sightlines and Boulevards

12. Moved by Mayor Farbridge Seconded by Councillor Piper

Mr. D. McCaughan THAT staff investigate if the request of the Old University Neighbourhood regarding corner sightlines and boulevards could be included as a priority within the by-law enforcement service review;

AND THAT staff work with the homeowners on this matter.

Carried

The Director of Community Design & Development Services advised he will inform the Director of Operations of the discussion on this matter.

Growing the Greenbelt Brochure

The Manager of Policy Planning and Urban Design advised that the Township of Puslinch has been involved with the Natural Heritage Strategy discussions. She also explained that the province requires that a functional relationship of the property the City wants included in the Greenbelt must be demonstrated. The Paris-Galt Moraine should meet this requirement due to its hydrogeological relationship. She also advised that the additional lands need to be designated in the Official Plan. The City would then need to determine if the Official Plan designation would be sufficient to protect the property or if provincial protection will be required.

13. Moved by Mayor Farbridge Seconded by Councillor Piper

Mr. J. Riddell

THAT the matter of Growing the Greenbelt be referred to staff for consideration in development of the Local Growth Strategy and the Natural Heritage Strategy.

Carried

Milton Resolution Regarding the Minister of the Environment Placing a Deposit/Return System on Aluminum and Plastic Drink Containers

October 10, 2008	Community Development & Environmental	Page 6
	Services Committee	

14.Moved by Mayor Farbridge
Seconded by Councillor PiperREPORTTHAT Guelph City Council endorses the resolution of the Corporation
of the Town of Milton that states as follows:

"WHEREAS Aluminum Cans and Plastic Drink Containers create significant litter on our Roadways and whereas the deposit/return system for alcoholic beverages has proved an effective deterrent to roadside littering;

AND WHEREAS many of these Plastic Drink Containers contain water obtained by commercial operations with little or no positive benefit for local residents, and whereas large-scale water taking may adversely affect local water resources, and whereas commercial water tanker trucks create uncompensated wear to local roads;

AND WHEREAS a deposit may encourage residents to use personal reusable containers reducing the demand for plastic bottled water;

BE IT RESOLVED THAT the Town of Milton endorses the Region of Halton's resolution requesting that the Minister of the Environment consider placing a deposit/return system on aluminium and plastic drink containers and that this resolution be forwarded to the Association of Municipalities of Ontario for circulation to all municipalities in Ontario for information and support."

Carried

The meeting adjourned at 11:40 a.m.

.....

Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE October 31, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
2009 BUDGET PRESENTATIONS	
 Community Design & Development Services 	
Environmental Services	

The Corporation of the City of Guelph Community Development & Environmental Services Committee

Friday, October 31, 2008, 9:30 a.m.

A regular meeting of the Community Development and Environmental Services Committee was held Friday, October 31, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Burcher, Billings, Piper, Salisbury and Mayor Farbridge

Also Present: Councillors Beard, Bell, Farrelly, Hofland and Wettstein

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Ms. M. Neubauer, Director of Finance; Mr. R. Hagey, Supervisor of Budgets; Ms. S. Aram, Mr.D. McCaughan, Director of Operations; Ms. M. Plaunt, Manager of Development Policy; Mr. S. Hannah, Manager of ; Mr. R. Henry, City Engineer; Mr. B. Poole, Mr. D. Kudo,; Mr. D. Wyman, Ms. T. Agnello, Deputy Clerk; and , Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Ms. M. Neubauer, Director of Finance briefly outlined the budget process.

Community Design & Development Services

Mr. J. Riddell, Director of Community Design and Development Services provided highlights of the budget. He outlined new positions required to address growth issues in engineering and parks and building departments. He outlined major capital budget highlights including necessary road and sewer upgrades.

Environmental Services

Dr. Laird, Director of Environmental Services advised that the highlights of the operating budget are a result of the Solid Waste Management Master Plan. Increased and proactive promotion and education programs, waste reduction and pilot projects to increase recycling are key elements. She outlined items for the base budget and stated that the position requested would be funded through reduced overtime. The growth related positions would be partially offset by reductions in overtime. New services would include two additional yard waste collection events, an education and promotion coordinator and a waste reduction coordinator. She advised the capital budget highlights would include the construction of new organic waste processing facility and the purchase and install of the new optical sort unit at the Materials Recovery Facility.

The Director of Finance advised the Province funding announcement stated that there will be some uploading of services and OMPF funding costs may be affected for 2009.

The meeting adjourned at 11:58 a.m.

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Chairperson

COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE November 7, 2008

LOCATION Council Chambers

TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

October 10, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
AIR QUALITY MONITORING PROGRAM	Approve
 <u>Presentation:</u> Mike LePage, representative of RWDI Air Inc. 	
THAT the Community Development and Environmental Services Committee Report 08- 107, dated November 7, 2008, on `Air Quality Monitoring Program' be received ;	
AND THAT staff be authorized to undertake the proposed Air Quality Monitoring Program as described in this report, subject to budget approval.	
AWARD OF CONTRACT FOR A NEW DUST COLLECTION SYSTEM AT THE MATERIALS RECOVERY FACILITY (MRF)	Approve
THAT the contract of Trade Mark Industrial Inc. be accepted and that the Mayor and Clerk be authorized to sign the agreement for Contract No. 08-035 for a new dust collection system at the Materials Recovery Facility (MRF), for a total tendered price of \$471,508 (plus GST) with actual payment to be made in accordance with the terms of the contract.	

NEW MUNICIPAL HAZARDOUS SPECIAL WASTE PROGRAM AND AGREEMENT WITH STEWARDSHIP ONTARIO	Approve
THAT Council authorize the Mayor and Clerk to sign an Agreement with Stewardship Ontario to receive funding through the Municipal Hazardous or Special Waste (MHSW) Program Plan established by Stewardship Ontario under the Waste Diversion Act, 2002, and any subsequent related agreements.	
LAKE ERIE SOURCE PROTECTION COMMITTEE – TERMS OF REFERENCE	Approve
THAT Council direct Waterworks staff to continue to coordinate drinking water source protection projects with respect to the City's water supply systems, subject to the provision of sufficient and sustainable funding from the MOE to the City to complete all the work outlined in the Terms of Reference;	
AND THAT Council not "elevate" (i.e. include) other drinking water systems into the scope of source protection planning, at this time;	
AND THAT Council not exempt municipal residential drinking water systems, wells, or intakes within Guelph;	
AND THAT Council requests that the following wells be included in the drinking water source protection plan: Arkell 14, Arkell 15, Scout Camp, Edinburgh, Smallfield, and Sacco.	
EXPANSION OF THE MUNICIPAL REGISTER OF CULTURAL HERITAGE PROPERTIES TO INCLUDE NON- DESIGNATED BURCHER-STOKES PROPERTIES (REVISED)	Approve
THAT Report 08-108, dated November 7, 2008 from Community Design and Development Services, regarding the expansion of the <i>Municipal Register of Cultural Heritage</i>	3

Properties to include the "non-designated" City of Guelph Inventory of Heritage Structures (Burcher-Stokes Properties) be received;	
AND THAT the <i>Municipal Register or Cultural</i> <i>Heritage Properties</i> be expanded to include the "non-designated" <i>City of Guelph Inventory of</i> <i>Heritage Structures</i> (Burcher-Stokes Properties) listed in Attachment 3.	
 IN CAMERA THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about an identifiable individual. 	

OTHER BUSINESS

NEXT MEETING December 5, 2008

Distribution	Minutes
	The Corporation of the City of Guelph Community Development & Environmental Services Committee Friday, October 10, 2008, 9:30 a.m.
	A regular meeting of the Community Development and Environmental Services Committee was held on Friday, October 10, 2008 in Council Chambers at 9:30 a.m.
	Present: Councillors Burcher, Piper, Salisbury and Mayor Farbridge Also Present: Councillors Bell & Hofland
	Absent: Councillor Billings
	Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Ms. Marion Plaunt, Manager of Policy Planning and Urban Design; Ms. T. Sinclair, Manager of Legal Services; Ms. S. Smith, Associate Solicitor; Mr. M. Rea, Associate Solicitor; Mr. S. Hannah, Manager of Development & Parks Planning; Mr. B. Poole, Chief Building Official, Mr. P. Sheehy, Zoning Inspector; Mr. P. Busatto, Manager of Waterworks; Ms. L. Watson; Communication Co- ordinator; Mr. W. Galliher, Water Conservation Project Manager; Mr. R. Henry, City Engineer; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.
	Councillor Piper declared a pecuniary interest with respect to the Proposed Demolition Permit for 65 Mary Street because she lives within the circulation list and did not discuss or vote on the matter.
	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the minutes of the Community Development and Environmental Services Committee meeting held on September 5, 2008 be confirmed as recorded and without being read.
	Carried
	Expansion of the Municipal Register of Cultural Heritage Properties to Include Non-Designated Burcher-Stokes Properties
Mr. J. Riddell	 Moved by Councillor Salisbury Seconded by Councillor Piper THAT the matter of the expansion of the municipal register of cultural heritage properties to include non-designated Burcher-Stokes properties be deferred to a future meeting.
	Carried

Distribution	Minutes	
October 10, 2008	Community Development & Environmental Page 2 Services Committee	
	Presentation by World Wildlife Federation	
	Ms. Joanne Adair, Community Outreach & Engagement Coordinator, WWF-Canada, provided a recap of Earth Hour 2008, and introduced a new program entitled "The Good Life". She explained that the purpose of the campaign is to encourage and enable Canadians to maximize their greenhouse gas savings. She outlined the next steps which include a pilot project then a rollout to all municipalities. She invited Guelph to become a part of the pilot project and outlined the benefits to Guelph and explained what resources would be required.	
REPORT	 Moved by Councillor Piper Seconded by Councillor Salisbury THAT the City seeks to participate with the World Wildlife Federation as one of the pilot communities for the Good Life program; 	
	AND THAT the program be referred to the Director of Information Services, the Director of Environmental Services and the Director of Community Services.	
	Carried	
	Public Promotion Action Plan for Drinking Water Consumption	
	Dr. Laird provided a brief synopsis of the phased approach the City will take toward the goals outlined within the Public Promotion Action Plan for Drinking Water Consumption report dated October 10, 2008.	
	Mr. John Challinor on behalf of Nestles Water Canada (and the beverage industry) expressed concerns about the effects the action plan will have on the wellbeing of emergency and police staff. He stated they have no opposition to Council or municipal offices not using bottled water but believes the action plan is a bad public policy and does not believe it will result in an increase of tap water use or a decrease in plastic bottle usage. He then stated that he believes people will revert to less healthy choices. He believes finding ways to recycle bottles in communities is a better solution and proposed public spaces recycling initiatives. He advised they are currently in discussions with the Ministry of the Environment to launch a deposit/return system in Ontario. He believes a number of exemptions will be requested because the action plan is administratively unworkable, and will be publicly distasteful. He said that if the objective is to promote drinking tap water then the City needs to invest in education. If the objective is to reduce waste, then a recycling program would be a better solution.	

Distribution	Minutes	
October 10, 2008	Community Development & Environmental Page 3 Services Committee	
Dr. J. Laird	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT the report of the Director of Environmental Services, dated October 10, 2008 providing an outline of the Public Promotion Action Plan for Drinking Water Consumption, be received for information. 	
Dr. J. Laird	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT staff investigate the feasibility of working with the beverage industry to reduce garbage through public recycling initiatives. 	
	Carried	
	City of Guelph Industrial, Commercial and Institutional Capacity Buyback Program	
REPORT	Dr. Laird outlined the process steps for this program and advised it follows policies previously passed by Council. She advised an audit will be completed at six months and twelve months to ensure the goals are being met. She also outlined the expected cost savings.	
	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the report of the Director of Environmental Services, dated October 10, 2008, providing an update on the City's Industrial, Commercial and Institution ("ICI") Capacity Buyback Program, be received; 	
	AND THAT Council, authorizes and approves the ICI Capacity Buyback Program in substantially the same form as set out in the document, including the standard Terms and Conditions, which is attached to the October 10, 2008 staff report as Appendix A and as outlined in the October 10, 2008 staff report.	
	Carried	
Dr. J. Laird	 Other Business 7. Moved by Mayor Farbridge Seconded by Councillor Piper THAT the correspondence received from Dr. Hugh Whiteley regarding his water policy proposal be referred to staff for consideration and comment. 	
	Carried	

Distribution	Minutes	
October 10, 2008	Community Development & Environmental Services Committee	Page 4
	Sign By-law Exemption Request for 1 & 2 Kortright	Road East
REPORT	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT Report 08-93 regarding a sign variance request for Kortright Road East from Community Design and Develop Services, dated September 5, 2008, be received; 	1 and 2 ment
	AND THAT the request for a variance from the Sign By-la Kortright Road East to permit one sign for third party adv be situated on the existing brick wall, in lieu of the by-lav requirement of no third party advertising be refused.	rusing to
		Carried
Mr. J. Riddell	 Moved by Councillor Piper Seconded by Mayor Farbridge THAT staff report back on a review of the mobile sign prowithin the Sign By-law. 	ovisions
		Carried
	Proposed Demolition of 65 Mary Street	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT the proposed demolition of the house at 65 Mary S approved. 	Street be
		Carried
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Salisbury THAT infill projects be identified as a priority in the Urba 	n Design Plan. Carried
	OUNRA Correspondence Regarding Sightlines and	Boulevards
	12. Moved by Mayor Farbridge	
Mr. D. McCaughan	Seconded by Councillor Piper THAT staff investigate if the request of the Old Universit Neighbourhood regarding corner sightlines and bouleva included as a priority within the by-law enforcement ser	las coula de
	AND THAT staff work with the homeowners on this mat	ter.
		Carried
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Distribution	Minutes	
October 10, 2008	Community Development & Environmental Page 5 Services Committee	
	The Director of Community Design & Development Services advised he will inform the Director of Operations of the discussion on this matter.	
	Growing the Greenbelt Brochure	
	The Manager of Policy Planning and Urban Design advised that the Township of Puslinch has been involved with the Natural Heritage Strategy discussions. She also explained that the province requires that a functional relationship of the property the City wants included in the Greenbelt must be demonstrated. The Paris-Galt Moraine should meet this requirement due to its hydrogeological relationship. She also advised that the additional lands need to be designated in the Official Plan. The City would then need to determine if the Official Plan designation would be sufficient to protect the property or if provincial protection will be required.	
Mr. J. Riddell	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT the matter of Growing the Greenbelt be referred to staff for consideration in development of the Local Growth Strategy and the Natural Heritage Strategy. 	
	Carried	
	Milton Resolution Regarding the Minister of the Environment Placing a Deposit/Return System on Aluminum and Plastic Drink Containers	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Piper THAT Guelph City Council endorses the resolution of the Corporation of the Town of Milton that states as follows: 	
	"WHEREAS Aluminum Cans and Plastic Drink Containers create significant litter on our Roadways and whereas the deposit/return system for alcoholic beverages has proved an effective deterrent to roadside littering;	
	AND WHEREAS many of these Plastic Drink Containers contain water obtained by commercial operations with little or no positive benefit for local residents, and whereas large-scale water taking may adversely affect local water resources, and whereas commercial water tanker trucks create uncompensated wear to local roads;	

Distribution	Minutes	
October 10, 2008	Community Development & Environmental Page 6 Services Committee	
	AND WHEREAS a deposit may encourage residents to use personal reusable containers reducing the demand for plastic bottled water;	
	BE IT RESOLVED THAT the Town of Milton endorses the Region of Halton's resolution requesting that the Minister of the Environment consider placing a deposit/return system on aluminium and plastic drink containers and that this resolutior be forwarded to the Association of Municipalities of Ontario for circulation to all municipalities in Ontario for information and support."	า
	Carried	
	The meeting adjourned at 11:40 a.m.	
	Chairperson	

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COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	November 7, 2008
SUBJECT	Air Quality Monitoring Program
REPORT NUMBER	08-107

RECOMMENDATION

"THAT the Community Development and Environmental Services Committee Report 08-107, dated November 7, 2008, on 'Air Quality Monitoring Program' be received;

AND THAT staff be authorized to undertake the proposed Air Quality Monitoring Program as described in this report, subject to budget approval."

BACKGROUND

The relationship between air pollution and public health, as well as the implications for both due to population and employment growth, energy use and transportation, are now well understood. Air quality monitoring programs are now being implemented in a number of Ontario municipalities. The need for air quality monitoring has been raised in Guelph by residents in the context of the proposed improvements to the Hanlon Expressway intersections south of the Speed River.

Air quality monitoring is also consistent with Guelph's Local Growth Management Strategy and the goals of the Community Energy Plan. This report and the recommendation are based on a feasibility study carried out by RWDI Air Inc. (RWDI), a Guelph based engineering company specializing in air quality, noise, and wind engineering (see Attachment #1). The report outlines the health impacts of air pollution, its sources, the regional context of air quality monitoring, and the elements of an Air Quality Monitoring Program appropriate to Guelph.

REPORT

In the first year of operation (2009), a portable air quality monitoring station will be located on the east side of the Hanlon Expressway to enable air quality monitoring before the undertaking of Hanlon intersection improvements by the Ministry of Transportation (MTO). The recommended location (see Figure 2 in Attachment #1) is a City owned stormwater management pond site adjacent to the Hanlon Expressway. From the Hanlon Expressway location, the air quality monitor could be moved to other locations to monitor emissions from other non-transportation sources in the City. Field monitoring of air quality will be supported by the creation of a GIS-based inventory of air emission sources within the City. This air emissions inventory will facilitate a comparative evaluation of alternative development patterns and transportation system alternatives by assessing the relative air quality impacts of the different alternatives. It is now a growing practice in Transportation Planning to evaluate improvement and system alternatives based on their air quality impacts. The air emissions inventory can also be used to monitor progress toward the targeted reductions in air pollutant and greenhouse gas emissions as identified in the Community Energy Plan.

The data from the monitoring program along with complementary data from the regional MOE monitoring stations will be analyzed and the results included in an annual Air Quality Report. The report will be presented to Council and the general public; it will include an assessment of both regional and micro-climate scale air quality trends and a progress report on air pollution reductions. The report will also make recommendations for future study and policy considerations in the areas of land use planning, transportation improvements and community energy programs to minimize overall air quality impacts in the City.

Air Pollution Health Impacts

It has been known for some time that there is a direct relationship between public health and air pollution. Air pollution health impacts include shortness of breath, difficulty in breathing and coughing, asthma, respiratory illness, heart and lung disease and premature death. Newborns, children and seniors are particularly vulnerable to air pollution.

The Ontario Medical Association has predicted that in 2008 there will be approximately 158 premature deaths associated with air pollution in Guelph and Wellington County. The Canadian Medical Association estimates the cost to the Ontario health care system from air pollution related illnesses and from lost productivity in 2008 to be \$570 million dollars.

Air Pollutants and Sources

The five common air pollutants include:

- Ground level ozone (O₃);
- Particulate matter (PM_{2.5} and PM₁₀);
- Sulphur dioxide (SO₂);
- Nitrogen dioxide (NO₂); and
- Carbon monoxide (CO).

Air pollution is commonly described as "smog". Smog occurs when sunlight reacts with nitrogen oxides (NO_x) and volatile organic compounds (VOCs) to produce high levels of ground level ozone.

Transboundary air pollution represents a significant source of air pollution in Guelph and surrounding areas. As much as 50 percent of ground level ozone present during prolonged smog events in Southern Ontario can be attributed to industrial air emissions originating in the United States. Regional or upwind sources of air pollutants that affect the City of Guelph include nearby urban centres (i.e. Kitchener, Waterloo, Cambridge), distant urban centres (i.e. Sarnia, Windsor and Detroit), agricultural land use, significant transportation routes and transboundary air pollution from the United States (i.e. Ohio River Valley).

The local sources of air pollution include the transportation sector, industrial emissions, open sources including road dust and solvent usage, and emissions from building and water heating using natural gas.

Environment Canada has estimated the annual tonnes per year of emissions from the main economic sectors within the City of Guelph. Based on the data for 2005, the transportation sector contributes significantly to the overall nitrogen oxides (NO_x – 65%) and carbon monoxide (CO – 77%) emissions produced within Guelph. Vehicle-related emissions impact both local and regional air quality, and Guelph is impacted both by vehicle emissions from within Guelph as well as from the outside. The major corridors in Guelph contributing to vehicle-related emissions are the Hanlon Expressway, Gordon Street and Woodlawn Road.

Regional Air Quality Monitoring

Air quality monitoring programs vary throughout Southern Ontario municipalities from the operation of a single Ministry of the Environment (MOE)-operated monitoring station to a network of permanent and portable monitoring stations. The regional MOE stations, including the Exhibition Park Station in Guelph, are part of a Canada-wide National Air Pollution Surveillance (NAPS) Network (see Figure #1 in Attachment #1).

The Guelph station is specifically located in Exhibition Park to be away from roadways and industrial air pollution sources in order to assess regional average or background concentrations of air pollutants. The Exhibition Park station currently monitors fine particulate matter ($PM_{2.5}$) and smog (ground level ozone) air pollutants.

The MOE operates other monitoring stations in the communities of Kitchener, Waterloo, London, Oakville, Burlington and Brantford as part of the NAPS network. In the City of Hamilton, the MOE operates three (3) monitoring stations and the City has partnered with 22 local companies to monitor air pollution from industrial sources using a network of monitoring stations. In 2007, the Halton Region initiated an air quality monitoring program to supplement and enhance the MOE's existing background air quality monitoring in Oakville and Burlington. Halton Region's Air Quality Program involves an assessment of air quality in micro-environments such as transportation corridors and industrial areas to support future land use planning decisions in the context of expected growth under the Province's Places to Grow legislation.

Air Quality Monitoring Program for Guelph

The proposed Air Quality Monitoring Program, developed with the assistance of RWDI, is based on the identification of air pollutant parameters that are of relevance to Guelph, and the use of an appropriate monitoring technology. Thus the proposed program will use a portable air monitoring unit to monitor Particulate Matter and Nitrogen Oxides (NO_x). Both of these pollutants are indicative of emissions from transportation and industrial combustion sources. The recommended 'Airpointer' monitoring unit will be equipped with the necessary instruments that will perform a range of monitoring tasks including probing, sampling, analyzing, and transmitting information to an off-site database.

The proposed program will span a five year period, at the end of which a review of the program along with recommendation for future action will be presented to Council. The five-year review will also identify the arrangement for undertaking air quality monitoring at the Hanlon Expressway after the Hanlon Expressway intersection improvements are in place.

CORPORATE STRATEGIC PLAN

The Air Quality Monitoring Program relates to the following goals in the 2007 Strategic Plan:

- Goal #1 An attractive, well-functioning and sustainable city; and
- Goal #6 A leader in conservation and resource protection/enhancement.

Specifically, the following strategic objectives apply to the Air Quality Monitoring Program:

- 1.2 Municipal sustainability practices that become the benchmark against which other cities are measured;
- 1.4 A sustainable transportation approach that looks comprehensively at all modes of travel to, from and within the community;
- 6.2 Less total greenhouse gases for the City as a whole compared to the current global average; and
- 6.5 Less energy and water per capita than any comparable Canadian city.

FINANCIAL IMPLICATIONS

Funding for the proposed program is included in the Capital Budget for 2009 and 2010 (RD0211) for an amount of \$250,000 each year, 90 percent of which is from Development Charges. The total budget will include the procurement and installation of a new monitoring equipment, annual operating and maintenance costs, air emission inventory and database, and data analysis and communications.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment #1 - Study Brief: Air Quality Monitoring Program Feasibility Study Figure 1, Attachment #1 – Regional Map of NAPS Monitoring Stations Figure 2, Attachment #1 – Recommended Monitoring Station

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Prepared By: Colin Baker, P.Eng., Environmental Engineer (519) 822-1260 ext. 2282 colin.baker@guelph.ca

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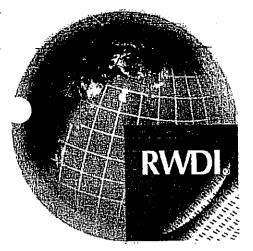
Endorsed By: Rajan Philips, P.Eng., Manager, Transportation Planning and Development Engineering (519) 822-1260 ext. 2369 rajan.philips@guelph.ca

Recommended By: Richard Henry, P.Eng., City Engineer (519) 822-1260 ext. 2248 richard.henry@guelph.ca

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Recommended By: James N. Riddell Director, Community Design and Development Services (519) 822-1260 ext. 2361 jim.riddell@guelph.ca



Attachment #1

STUDY BRIEF

AIR QUALITY MONITORING PROGRAM FEASIBILITY STUDY BRIEF CITY OF GUELPH GUELPH, ONTARIO

CONSULTING ENGINEERS & SCIENTISTS

Project Number: #W08-5286A

October 14, 2008

SUBMITTED TO:

Colin Baker, P.Eng. Engineering Department City of Guelph 59 Carden Street Guelph, Ontario N1H 3A1

SUBMITTED BY: RWDI AIR Inc.

Consulting Engineers & Scientists 650 Woodlawn Road West Guelph, Ontario N1K 1B8

P: (519) 823-1311 F: (519) 823-1316

Project Manager:Wayne Boulton, M.Sc.Project Director:Michael Lepage, MS

AIR QUALITY MONITORING PROGRAM FEASIBILITY: STUDY BRIEF

The City of Guelph (City) retained RWDI AIR Inc. (RWDI) to study the feasibility of an air quality monitoring program within the city. The program will support the following initiatives:

- The City's Growth Management Strategy;
- Class EA for improvements to the Hanlon Expressway;
- Community Energy Plan.

The monitoring program will serve the following functions:

- Establish baseline air quality conditions;
- Predict/monitor changes and long term trends in the City's air quality;
- Effectively communicate results to the public.

Airshed Context

Guelph's air quality is influenced by long-range transport of air pollutants from US airsheds and also from upwind urban areas in Ontario - most notably the Region of Waterloo. Key air pollutants affected by these sources are fine particulate matter (PM) and ground-level ozone (O_3) .

Pollutants from upwind regions tend to be spread widely over the City and a single well-situated monitoring station is sufficient to monitor them. A station in Exhibition Park, operated by the Ontario Ministry of the Environment (MOE) on-and-off since the 1980's currently serves this function. This station is part of the National Air Pollution Surveillance Network (NAPS).

No other public air quality monitoring stations operate in the Guelph area (see Fig. 1). The next nearest is in downtown Kitchener, serving a similar function to the Guelph station. In fact, all similar-sized municipalities in Southern Ontario have no more than a single monitoring station.

Guelph also has its own emission sources. Based on data from 2005 national air emissions inventory, the transportation sector is the major local emitter for oxides of nitrogen (NO_X) , carbon monoxide (CO) and particulate matter. Industrial, institutional, commercial and residential emissions also contribute to these pollutants; in particular in the Northwest industrial basin. Other locally emitted pollutants include sulphur dioxide, ammonia, and various volatile organic compounds (VOCs).

Priority pollutants for monitoring of local air quality effects are NO_X and PM, which are signature pollutants for both the transportation and industrial sectors. NO_X also represents other local emission sources (institutional/commercial/residential). Sulphur dioxide comes from industrial sources, but industries in Guelph emit relatively little of it. Emissions of VOCs originate from all source categories, but individual species of VOC are more complicated and costly to monitor than NO_X and PM.



Recommended Monitoring Sites

Potential sites were reviewed from the following perspectives: (a) proximity to key emission sources; (b) site accessibility; (c) local microclimate effects. The transportation sector is considered to be the highest priority, with the Hanlon Expressway being the most significant local representation of that sector.

The preferred site is located on the east side of the expressway, near Cole Road (see Fig. 2). This location is on City-owned land and downwind of the expressway for the prevailing westerly winds. It is typical of areas where residential uses are located near the highway, and is well located to monitor the effects of future upgrades to the Hanlon Expressway. It may also help to monitor effects of growth management and transportation demand management activities.

The next highest priority is monitoring of industrial areas, with the Northwest Industrial Basin being the most significant at present. Third and fourth priorities are monitoring of a major arterial road and monitoring in new residential areas, the purpose of these being to monitor effects of growth management, community energy planning, etc. Possible sites were also identified for monitoring in these areas as part of this study.

Air Quality Monitoring Program

The recommended initial strategy is to implement a single fixed monitoring station at the Cole Road location. This allows the City to manage the cost and assess the benefits of the program before expanding it to other sites. The monitoring would focus on PM and NO_x , as key signature pollutants for the transportation sector. The recommended system would use continuous analyzers that provide hourly data throughout the year.

Initially, an "analyze and report" rather than "real-time" approach to presenting the data is recommended, until City staff are comfortable with the data being produced and the interpretation of the data. Eventually, a public web-based presentation of real-time data could be considered.

Two options for a monitoring station were subjected to approximate costing: (1) Individual components installed in a secure, trailer-mounted enclosure; and (2) a commercially available, portable all-in-one monitoring station (AirPointer).

Costs for installation and one year of operation were similar in either case, ranging from approximately \$125,000 to \$175,000, depending on vendor specifics, maintenance, and reporting requirements. This cost range covers the following: (a) purchase of trailer and enclosure; (b) purchase meteorological station; (c) purchase continuous analyzers for NO_X and PM; (d) purchase of systems for data logging, communications and power supply; (e) installation, operation and maintenance of the above; and (f) reporting.



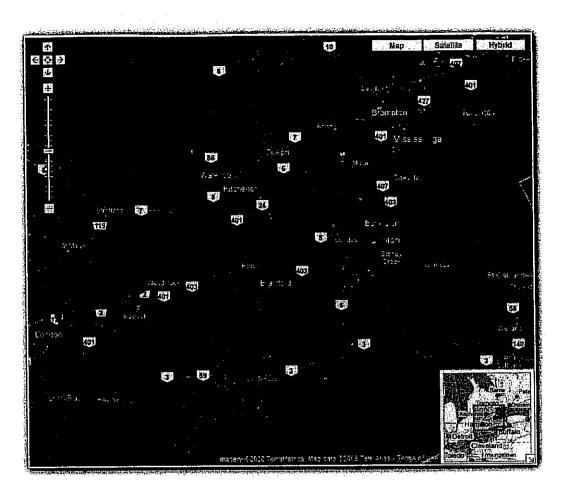
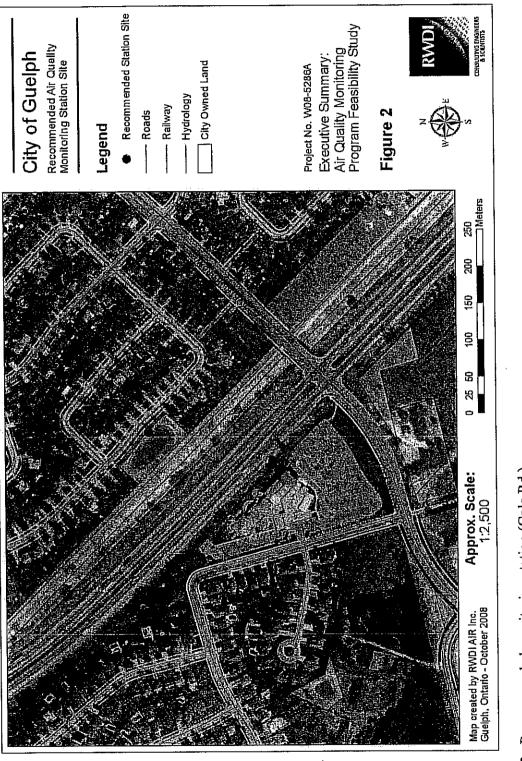


Figure 1. Regional Map of National Air Pollution Surveillance (NAPS) monitoring stations.

RWDI_®





Air Quality Monitoring Program – October 14, 2008 Feasibility Study - Guelph - Project W08-5286A

RWDI ® Page 4

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services November 7, 2008
SUBJECT	Award of Contract for a New Dust Collection System at the Materials Recovery Facility (MRF)
REPORT NUMBER	the Flatenais Recovery Facility (FIRE)

RECOMMENDATION

"THAT the contract of Trade Mark Industrial Inc. be accepted and that the Mayor and Clerk be authorized to sign the agreement for Contract No. 08-035 for a new dust collection system at the Materials Recovery Facility (MRF), for a total tendered price of \$471,508 (plus GST) with actual payment to be made in accordance with the terms of the contract."

BACKGROUND

The Materials Recovery Facility (MRF) at the Waste Resource Innovation Centre (WRIC) has a dust collection system that is required under the site's Certificate of Approval (Air) in order to maintain acceptable indoor air quality and control dust emissions from the plant. The current system meets the requirements of the Certificate of Approval.

A recent indoor air testing program has determined that the dust collection system needs to be upgraded as it no longer meets the National Fire Protection Associations (NFPA) standards for managing dust within a confined, non-ventilated space. Continued use of the current system is not recommended due to the levels of dust currently being generated within the Material Recovery Facility.

REPORT

The City released a formal request for proposal (RFP) in early 2008 which closed on March 25, 2008. One response was received from Trade Mark Industrial Inc. in the amount of \$471,508 (plus GST).

Staff met with representatives from Trade Mark Industrial Inc., who at that time recommended that it would be more practical and efficient for the City to purchase a new unit containing the requisite modifications rather than attempting to retrofit the existing unit. Trade Mark also required the City to determine which type of unit would best suit our application.

As a result, the City engaged RWDI, air management consultants, to undertake an extensive comparison of the units available and to rate them based on a number of factors, including but not limited to: operating specifications, preventative maintenance requirements, and the different ways in which the systems collected dust (i.e. bags versus filters). Staff not only looked at the viability of the collection unit itself, but also asked the consultant to perform air flow tests, to assess current pick-up points, and to redesign duct work in order to maximize the system's efficiency and to increase the volume of dust captured within the facility.

Staff also met with representatives of Trade Mark to review the proposed replacement of the disk screen and the installation of the glass recovery system in order to ensure that those equipment upgrades would not have a negative impact on the dust collection system. Staff decided that it would be more prudent to finalize the decision after the glass and disk screen infrastructure were installed and commissioned, as the new infrastructure would have a direct impact on amount of dust generated within the facility. The glass and disk screen equipment are now installed and fully commissioned.

CORPORATE STRATEGIC PLAN

5.6 Organizational excellence in planning, management, human resources and people practises; recognized as a top employer in the community.

FINANCIAL IMPLICATIONS

The funding shortfall (\$254,658) will be reallocated from the Material Recovery Facility section of the approved 2008 Solid Waste Equipment Replacement Budget (see attached funding summary).

DEPARTMENTAL CONSULTATION

The Finance Department has been consulted and agrees with the funding option.

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix "A" – Funding Summary

Prepared By:

Catherine Beaver Supervisor of Plants and Maintenance 519-822-1260, ext. 2054

Endorsed By: Dean Wyman Manager of Solid Waste Resources 519-822-1260, ext. 2053 dean.wyman@guelph.ca

Récommended By: Janet L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

Budget and Financing Schedule

Contract for Dust Collection System at Materials Recovery Facility (MRF)

WM0034

JDE Project number:

08-035

Project name: Contract number:

00000000 000 0 0 0 0 Debt Internal Financing 100,000 50,000 31,500 111,000 39,400 48,500 471,508 43,892 25,000 0 0 110,000 515,400 515,400 515,400 Reserve 00000000 0 000 0 o Revenues 0 Current 00000000 0 000 0 ò 0 **Developer** Other **External Financing** 00000000 0 000 0 0 0 Charges Dev't 00000000 0 000 0 Q 0 Subsidy 110,000 100,000 50,000 31,500 111,000 39,400 48,500 471,508 0 25,000 515,400 471,508 43,892 0 515,400 515,400 Total Cost WM0034 WRIC Equipment Replacement 08 - Baler Infeed Conveyor WM0031 WRIC Equipment Replacement 06 - Pumping Station WM0031 WRIC Equipment Replacement 05 - Air Compressor WM0031 WRIC Equipment Replacement 06 - Dust Collector WM0031 WRIC Equipment Replacement 07 - Dust Collector WM0034 WRIC Equipment Replacement 08 - Dust Collector WM0031 WRIC Equipment Replacement 07 - Push Wall WM0034 WRIC Equipment Replacement 08 - Baler October 10, 2008 Fender Price - Trade Mark Industrial Inc. **TOTAL BUDGET REQUIREMENT** D. Revised project budget plus: Expenditures to Date **B. Budget Requirement** plus: Committed Funds C. Surplus / (Deficit) <u>A. Budget Approval</u> Budget Approval City Share Date:

NOTE: The upgrades to the air compressor were handled through the operating budget that year, the push wall was repaired under budget allocated to the transfer conveyors while still remaining on budget, the pumping station funds can be reallocated in future years. leaving a surplus, the baler rebuild was under budget leaving a surplus, the baler infeed parts were purchased with the funds

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services November 7, 2008
SUBJECT	New Municipal Hazardous Special Waste Program and Agreement with Stewardship Ontario
REPORT NUMBER	Agreement with Stewardship Ontano

RECOMMENDATION

"THAT Council authorize the Mayor and Clerk to sign an Agreement with Stewardship Ontario to receive funding through the Municipal Hazardous or Special Waste (MHSW) Program Plan established by Stewardship Ontario under the Waste Diversion Act, 2002, and any subsequent related agreements."

BACKGROUND

The City of Guelph is committed to community and municipal leadership in municipal solid and household hazardous waste management. In building upon past successes, and with the goal of achieving greater waste diversion rates throughout the City, staff are pleased to provide the following report briefly summarizing the new Municipal Hazardous or Special Waste (MHSW) program managed and funded by Stewardship Ontario, and the opportunity for funding and assistance to be provided by Stewardship Ontario to the City under the program.

REPORT

On December 12, 2006, the Ontario Government's Minister of the Environment required Waste Diversion Ontario to develop a waste diversion program for municipal hazardous or special waste and required Stewardship Ontario to act as the industry funding organization for the program. On February 19, 2008, the Municipal Hazardous or Special Waste (MHSW) Program Plan was approved by the Ontario Minister of the Environment and was launched on July 1, 2008.

The City currently receives funding from Stewardship Ontario under the Blue Box Program Plan. The MHSW Program Plan will provide similar industry funding to assist municipalities with the cost of management of MHSW materials under the Waste Diversion Act. In order for the City of Guelph to qualify to receive funding through Phase 1 of the Municipal Hazardous or Special Waste (MHSW) Program Plan, the City is required to enter into an agreement with Stewardship Ontario.

The City currently operates a household hazardous waste (HHW) depot to collect HHW for proper disposal and/or recycling. The costs for the HHW program are financed through the Solid Waste Resource Division's annual operating budget, as approved by Council.

Starting July 1, 2008, industries that produce and/or distribute targeted Phase 1 material will be responsible for steward fees that will be used to finance the MHSW Program Plan costs for the recycling and/or proper disposal of the resulting waste materials. Municipalities will continue to be responsible for the cost of collecting MHSW waste through HHW programs.

Phase 1 of the MHSW program includes the following waste materials:

- Paints and stains and their containers;
- Solvent such as thinners for paint, lacquer and contact cement, paint strippers and degreasers, and their containers;
- Used oil filters;
- Oil containers of 30 litres or less for a wide range of oil products such as engine and marine oils, and hydraulic, power steering and transmission fluids;
- Single use, dry cell batteries such as alkaline-manganese, zinc-carbon, lithium and button cell batteries (e.g. non-rechargeable batteries that are meant to be removed and replaced by the consumer);
- Automotive antifreeze (engine coolant) and related containers;
- Pressurized containers such as propane tanks and cylinders;
- Fertilizers, for example, plant food or plant nutrients containing nitrogen, phosphorus, potassium, and fungicides, herbicides, insecticides and pesticides and their containers.

In the first year of the program, the following steps will be taken by the City of Guelph to meet the MHSW collection and accessibility targets:

- A promotion and education (P&E) plan for Phase 1 waste materials will be developed to increase awareness.
- At the same time, industry will be encouraged to implement or expand takeback programs through private operators.

The MHSW Program Plan also provides increased funding to municipalities for promotional and education (P&E) costs for the safe disposal MHSW. The City's and Stewardship Ontario's promotion and education campaigns are expected to result in a higher volume of MHSW being brought to the City's HHW Depot for recycling and/or proper disposal.

Details on amount of funding have been determined through negotiations with Stewardship Ontario on the agreement. The highlights of the agreement are as follows:

The three-year term of this agreement shall commence as of July 1st, 2008 and shall be automatically renewed for up to two further one-year terms, unless either party notifies the other in advance to the contrary. Notwithstanding the above, the agreement can be terminated under specified conditions.

The City of Guelph will be reimbursed 100% for the cost of disposal of all sourceseparated Phase 1 Municipal Hazardous or Special Waste, and on a pro-rated basis for the cost of co-mingled Phase 1 Municipal Hazardous or Special Waste. In order to receive this funding, the City must ensure that all waste reduction, reuse and recycling options are utilized when available. The City will also receive incentive fees for the operation of our paint-plus reuse program.

The MHSW Program Plan also identifies Phase 2 waste materials that Waste Diversion Ontario will need to include in the plan upon notification by the Minister. Phase 2 waste materials include the following items:

- Batteries (other than single use dry cell, i.e. rechargeable);
- Aerosol containers;
- Portable fire extinguishers;
- Fluorescent light bulbs and tubes;
- Pharmaceuticals;
- Sharps, including syringes; and
- Switches that contain mercury, thermostats, thermometers, barometers, or other measuring devices that contain mercury.

The Stewardship Ontario funding agreement for Phase 1 MHSW will assist the City in recuperating some of its operating expenditures while increasing the proper management of MHSW. Participation in Phase 2 will require an amendment to the agreement, or a separate agreement with Stewardship Ontario.

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.
- 6.4 Less waste per capita than any comparable Canadian city.
- 6.5 Less energy per capita use than any comparable Canadian city.

FINANCIAL IMPLICATIONS

The 2008 budget for contracted hazardous waste management is \$141,200. Preliminary estimates show that Phase 1 MHSW materials, as defined by Waste Diversion Ontario, constitute approximately 25-30% of the household hazardous waste stream. Funding to the City in 2008 (July 1, 2008 – December 31, 2008) is estimated at \$42,000 with annual reimbursements thereafter estimated at \$84,000.

DEPARTMENTAL CONSULTATION

Corporate Services – Legal Services Finance Department – Purchasing, Risk Management

COMMUNICATIONS

N/A

ATTACHMENTS N/A

Prepared By: Bill Shields Supervisor, Governance and Compliance 519-822-1260, ext. 2058

Endorsed By: Dean Wyman Manager of Solid Waste Resources 519-822-1260, ext. 2053 dean.wyman@guelph.ca

Recommended By: Janet L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA DATE	Environmental Services November 7, 2008
SUBJECT	Lake Erie Source Protection Committee - Terms of Reference
REPORT NUMBER	

RECOMMENDATION

"THAT Council direct Waterworks staff to continue to coordinate drinking water source protection projects with respect to the City's water supply systems, subject to the provision of sufficient and sustainable funding from the MOE to the City to complete all the work outlined in the Terms of Reference;

AND THAT Council not "elevate" (i.e. include) other drinking water systems into the scope of source protection planning, at this time;

AND THAT Council not exempt existing municipal residential drinking water systems, wells, or intakes within Guelph;

AND THAT Council requests that the following wells be included in the drinking water source protection plan: Arkell 14, Arkell 15, Scout Camp, Edinburgh, Smallfield, and Sacco."

BACKGROUND

Ontario's Clean Water Act and its associated regulations have resulted in the formation of the Lake Erie Source Protection (LESP) Region and the Lake Erie Source Protection (LESP) Committee. The LESP Committee has been tasked by the Province with developing three major documents: a Terms of Reference, an Assessment Report and a Source Protection Plan. These documents will form the basis of the drinking water source protection program for the Grand River Watershed. The first step in the process for the LESP Committee was the preparation of draft Terms of Reference, which outline the work that needs to be done to complete the Assessment Report and the Source Protection Plan as well as the roles and responsibilities. Development of the draft Terms of Reference required the committee to work with source protection authorities (i.e. Grand River Conservation Authority) and municipalities, including Guelph, to ensure that all

parties understand the nature and scope of responsibilities assigned in the Terms of Reference. The draft Terms of Reference were completed in the fall of 2008 while the Assessment Report and Source Protection Plan will be completed by 2010 and 2012, respectively. The draft Terms of Reference has been circulated for public comments (see link below).

Additional details on the Clean Water Act, the Terms of Reference regulation, the LESP Region, the LESP Committee and the Terms of Reference can be found at the following links:

http://www.ene.gov.on.ca/en/water/cleanwater/index.php (MOE's Clean Water Act site)

http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_070287_e.htm (Terms of Reference Regulation)

<u>http://www.sourcewater.ca/</u> (Lake Erie Source Protection Region Site) <u>http://www.sourcewater.ca/index/document.cfm?Sec=5&Sub1=0&sub2=0</u> (Lake Erie Source Protection Committee Site)

http://www.sourcewater.ca/index/document.cfm?Sec=7&Sub1=7&sub2=0 (Grand River Watershed Draft Terms of Reference)

In addition, the Ontario Ministry of the Environment (MOE) has produced a guidance manual on the preparation of the Terms of Reference.

An Information Report was provided to Council on the Clean Water Act in May 2007 and a subsequent report was provided in August, 2007 on the Source Protection Committee. As a result of the August report, Council appointed the Director of Environmental Services to represent Guelph on the Source Protection Committee.

REPORT

The LESP Committee has notified the City of Guelph (letter dated February 27, 2008 to the City Clerk and CAO, Attachment 1) of its intention to prepare the draft Terms of Reference. The LESP Committee has requested that Guelph respond to the following questions:

- 1. To what level does your Municipality wish to participate in future technical studies and/or source protection planning work?
- 2. Does your Council wish to pass a resolution that would "elevate" other drinking water systems into the scope of source protection planning?
- 3. Does your Council wish to pass a resolution requesting exemption for existing municipal residential drinking water systems, wells, or intakes within your municipality that will be decommissioned within the next five years?
- 4. Are there planned municipal residential drinking water systems within your municipality that should be addressed in the Source Protection Plan?

Additional details on each of these questions are provided in the attached correspondence. With the release of the draft Terms of Reference, Environmental Services Department, Waterworks Division has reviewed these questions and herein provides its response. (Please note that although the attached letter requests a response by May 1st, this deadline was extended to the fall of 2008 following the release of the draft Terms of Reference.)

To what level does your Municipality wish to participate in future technical studies and/or source protection planning work?

Waterworks staff have lead the City's drinking water source protection projects and have worked in partnership with the GRCA to conduct various investigations. These projects were related directly to the City's water supply systems (i.e. groundwater/ surface water vulnerability analysis, identifying issues and threats inventories). The City has received funding from the MOE to complete these source protection projects and the City will continue to lead on these projects, assuming that similar funding will be provided for future technical studies and source protection planning work.

Staff recommends this approach as it provides the greatest control and oversight by the municipality and allows staff to understand first hand the technical details and source protection issues. This approach will also enable staff to implement the Source Protection Plan when the municipality assumes responsibility for implementing portions of the Plan. Staff recommends that Waterworks, with support from other departments, continue to coordinate projects related specifically to its water supply systems. For other studies such as significant groundwater recharge areas and highly vulnerable aquifers, the Source Protection Authority should retain the lead with technical input provided by the City. Similarly, source protection projects related to City planning should be coordinated by Community Design and Development Services.

The draft Terms of Reference contains the draft Work Plan for the City of Guelph Assessment Report. The City of Guelph draft Work Plan is provided as Attachment 2.

Does your Council wish to pass a resolution that would "elevate" other drinking water systems into the scope of source protection planning?

As described in the Notification letter (Attachment 1), other drinking water systems may include wells or intakes that service public facilities such as schools or community centres or clusters of private wells in hamlets and subdivisions (i.e. non-municipal residential drinking water systems). The letter also provides precautions that the responsibilities associated with elevated systems will be defined in a forth-coming guidance manual from the MOE. If this guidance has significant implications to the City, staff will report back to Committee.

Waterworks staff recommends that the City not elevate (i.e. include) any systems at this time. The City is not aware of public facilities that are not serviced by the municipal water supply system or of non-municipal residential drinking water systems that lie within the City boundaries. Most of the City lies within current groundwater protection areas for our existing water supply wells and therefore, the few private wells that exist within the City will benefit from the Source Protection Plan without the City assuming responsibilities for the protection of these wells.

Does your Council wish to pass a resolution requesting exemption for existing municipal residential drinking water systems, wells, or intakes within your municipality that will be decommissioned within the next five years?

It is a goal of the City's Water Supply Master Plan to optimize our existing water supply sources. Therefore, we do not intend to decommission any existing municipal drinking water systems within the next five years. However, Waterworks staff are conducting feasibility studies through the WSMP to consider returning several existing systems to service. In the unlikely event that the studies show that this is not feasible for one or more wells, these systems may need to be removed from the existing drinking water system in the future.

Therefore staff do not recommend a resolution to exempt any component of our water supply systems at this time.

Are there planned municipal residential drinking water systems within your municipality that should be addressed in the Source Protection Plan?

"Planned" systems are water supply systems that are approved under the Environmental Assessment Act. The Arkell Class Environmental Assessment project which will add two new bedrock wells to the City's water supply system would qualify. These wells should be included in the Source Protection Plan.

The Scout Camp well was also approved through a Class Environmental Assessment in 1995, but the well was not developed as a water supply source because of water quality (hydrogen sulphide) and other issues. The Scout Camp well was identified in the Water Supply Master Plan and should also be included in the Source Protection Plan. Similarly, the City's water supply system also includes the Edinburgh well, the Smallfield well and the Sacco well. These wells are currently off-line while Waterworks staff conduct feasibility studies to address water quality and treatment issues with each well.

In addition, Waterworks staff are is in the middle of a Class EA project to add additional water supply capacity in the Southwest Quadrant, but this project is not finished and therefore does not meet the eligibility requirements.

Staff recommends that a Council resolution be provided to the LESP Committee indicating that the Arkell 14 well, Arkell 15 well, Scout Camp well, Edinburgh well, Smallfield well and Sacco well be included in the Terms of Reference.

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

Technical studies related to the development of the Assessment Report are expected to be funded by the MOE. In the long-term, implementation of the Source Protection Plan may require funding from the City.

DEPARTMENTAL CONSULTATION

Planning and Development Services have reviewed this report and have been copied on correspondence from the LESP Region and LESP Committee.

COMMUNICATIONS

N/A

ATTACHMENTS

- 1. Letter to Municipal and County CAO and Clerks of the Lake Erie Source Protection Region, dated February 27, 2008.
- Excerpt from the Draft Terms of Reference, Appendix A, Section A.6.3.9 City of Guelph

Prepared By: Dave Belanger, M.Sc., P.Geo. Water Supply Program Manager 519-822-1260, ext. 2186 dave.belanger@guelph.ca

Recommended By: Janet L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca



Grand River Conservation Authority

Telephone (519) 621-2761 Fax (519) 621-4844 Internet: http://www.grandriver.ca

LAKE ERIE SOURCE PROTECTION REGION

February 27, 2008

To: Municipal and County CAOs and Clerks of the Lake Erie Source Protection Region

RE: DRINKING WATER SOURCE PROTECTION - TERMS OF REFERENCE

We wish to advise your municipality about the upcoming preparation of Terms of Reference for drinking water source protection activities in the Lake Erie Source Protection Region.

This letter serves as your official notice under Ontario Regulation 287/07 that the Lake Erie Region Source Protection Committee is commencing preparation of the Terms of Reference for developing Source Protection Plans.

You may receive or have already received similar letters from our neighbouring Source Protection Areas and Regions as they are also beginning to prepare Terms of Reference. The attached map shows the location of Lake Erie Region.

Background

Ontario's *Clean Water Act* and some of its Regulations, which passed in July 2007, prompted the formation of the Lake Erie Region Source Protection Committee. The Committee was appointed in December 2007 and their mandate is to develop a Source Protection Plan to help ensure the protection of clean and plentiful municipal drinking water sources. Seven of the 24 committee members are municipal representatives.

Over the past three years, the Kettle Creek, Catfish Creek, Long Point Region, and Grand River Conservation Authorities have been working closely with local municipalities and others on background scientific research which will form the foundation of local source protection plans.

The next step is for the Source Protection Committee to prepare a Terms of Reference document in 2008. Once drafted, this document will go through municipal and public review and comment prior to being submitted to the Ministry of the Environment (MOE) for approval. Once approved, Terms of Reference can be amended by resubmitting a revised version to the MOE for approval.

Purpose of the Terms of Reference

The purpose of the Terms of Reference is to formulate a work plan to complete two key documents: a technical Assessment Report by 2010 and a Source Protection Plan by 2012. The scope of work, everyone's roles and responsibilities, and costs will be itemized within the Terms of Reference.

Four Questions for Municipalities

Since Municipalities are key partners in drinking water source protection, we require your initial input to develop a draft Terms of Reference.





Each of the four questions, if applicable to your municipality, will require municipal council resolutions before the Terms of Reference are submitted to the Ministry of the Environment (MOE) in the fall 2008. However, the early indication of your intentions by May 1st would be appreciated.

1. To what level does your Municipality wish to participate in future technical studies and/or source protection planning work?

The Clean Water Act gives municipalities the first "right-of-refusal" to undertake drinking water source protection technical and planning work related to the municipal drinking water wells and intakes within their municipality. Where municipalities do not wish to lead these tasks, conservation authorities will undertake them on behalf of the municipality.

Of the 19 municipalities in the Lake Erie Region who own municipal residential drinking water systems, nine municipalities have been administering their own technical studies with grant funding from the Ministry of the Environment; the Grand River Conservation Authority has been administering projects on behalf of six municipalities; two municipalities have asked for GRCA assistance in administering projects from time to time; neighbouring CAs have been administering studies for two municipalities to this point.

Administering projects	Administering some projects	Requested CA assistance
Waterloo Region	Twp of Centre Wellington	Southgate Twp
City of Guelph	Mun. of Central Elgin	E Luther Grand Valley
Oxford County		Amaranth Twp
County of Brant		E Garafraxa Twp
City of Brantford		Mapleton Twp
City of Hamilton		Guelph Eramosa Twp
Haldimand County		Other CA administering
Norfolk County		Wellington North
Elgin Area Primary Water Board (City of London)		Perth East

Municipal water services and planning staff have been meeting with CA staff approximately monthly for the past two years as the Municipal Water Services Technical Group, to keep each other informed and coordinate the work. Your municipality's contact person on the Municipal Water Services Technical Group will be able to answer many of your questions about Source Protection planning, what we currently know about the work that needs to be done to develop a Source Protection Plan, the status of the technical work for your municipality, and the information that the municipality needs to provide for the SPC Terms of Reference.

The Terms of Reference will set out the various work that needs to be done (technical, planning, and consultation) to develop a Source Protection Plan, who is going to take responsibility for doing that work, and what that work is estimated to cost. If your municipality is intending to do some or all of the work components related to municipal drinking water wells and intakes in your municipality, an early indication of your intentions would be appreciated by May 1st for the assembly of the draft Terms of Reference in May. This early information can be provided via your contact on the Municipal Water Services Technical Group or other staff member.

In addition, the submission of the final draft Terms of Reference to the Ministry of Environment in the fall 2008 must be accompanied by a resolution from your municipality's council agreeing to take responsibility for the work assigned to your municipality in the Terms of Reference.

If your municipality does not own a municipal residential drinking water system and are not directly involved in technical studies related to residential drinking water wells and intakes, you may still have a planning role. You may participate, for example, in the development of policies for wellhead protection areas, intake protection plans, highly vulnerable aquifer areas and significant groundwater recharge areas that affect your municipality, or in developing policies to address existing drinking water quality issues.

2. Does your Council wish to pass a resolution that would "elevate" other drinking water systems into the scope of source protection planning?

While the focus of this program is municipal residential drinking water systems, a municipality may elevate other systems to be included in the Source Protection Plan. This is described in Section 8(3) of the *Clean Water Act*, 2006 and O. Reg. 286/07. These other systems may include:

- intakes and wells that service facilities such as community centers and schools; and
- clusters of private intakes and wells such as hamlets, rural subdivisions, and shoreline communities.

Further guidance regarding the elevation of these systems will be forthcoming from the MOE. The guidance will outline possible implications for municipalities should they chose to elevate such systems (e.g. costs, other responsibilities). The MOE is advising municipalities to wait until they have received and read this guidance before passing council resolutions to elevate systems.

3. Does your Council wish to pass a resolution requesting exemption for existing municipal residential drinking water systems, wells, or intakes within your municipality that will be decommissioned within the next five years?

The source protection plan is intended to address only those municipal residential drinking water systems, wells, and intakes that will remain in service past 2012. If the use of all or parts of a municipal drinking water system are to discontinue during the next five years, a council resolution to that effect is required.

4. Are there planned municipal residential drinking water systems within your municipality that should be addressed in the Source Protection Plan?

The source protection plan is intended to address any planned municipal residential drinking water systems. To be defined as "planned", a future system must be approved under the Environmental Assessment Act or have been the preferred solution under a completed environmental assessment process, as described in O.Reg. 286/07 Section 1a) and 1b). If this is the case in your municipality, a council resolution must be provided to state this intention.

Anticipated Timeline for the Preparation and Approval of Draft Terms of Reference (ToR)

Feb 2008	Initial discussions with municipalities
Apr 2008	Second phase regulations under the Clean Water Act posted for comment on the EBR Registry and MOE holds roundtable consultations
May 2008	Municipal and CA staff assemble components of the first draft Terms of Reference (TOR)
Jun-Aug 2008	Lake Erie Region SPC considers draft TOR
Jul 2008	Second phase of regulations and technical guidance are available
Aug-Oct 2008	Municipal & public review of draft TOR - comments submitted to SPC
Oct-Nov 2008	SPC submits TOR to Source Protection Authorities (SPAs)
Oct-Nov 2008	Municipal & public review of draft TOR – comments and council resolutions submitted to SPAs
Dec 2008	Submission to MOE
Jan 2009	Review and approval by MOE

Thank you for your ongoing cooperation and assistance with drinking water source protection. We look forward to working with your municipality as we develop the draft Terms of Reference in 2008.

If you have any questions or comments, please contact Lorrie Minshall at 519-620-7575 or Iminshall@grandriver.ca.

If you have a municipal staff person involved with the Municipal Water Services Technical Group, that person may be able to answer many of your questions.

We are also happy to meet with municipal staff and councils to discuss the Terms of Reference. Please contact Lorrie if you are interested.

Sincerely,

applying

Craig Ashbaugh, Chair, Lake Erie Region Source Protection Committee

mie Minshall

Lorrie Minshall, P.Eng., Source Protection Program Director, Lake Erie Source Protection Region

cc.

Lake Erie Region Management Committee members Municipal Water Services Technical Group Adjacent Source Protection Area/Regions Keith Willson, Ontario Ministry of the Environment

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Appendix	•
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Terms of Reference	
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A.6.3.9 City of Guelph

A.6.3.9.1 City of Guelph Assessment Report

Comments	 Revise characterization of Eramosa River Intake to be consistent with other surface water intakes within Lake Erie Region. Finalize scoring for IPZs Early consultation on vulnerable area delineation and scoring. 	 Wellhead Protection Areas were delineated using a numerical groundwater model (FEFLOW). Vulnerability was calculated using a modified version of the Intrinsic Susceptibility Index and vulnerability scoring was completed with consideration for preferential pathways. Delineate WHPA Zone E for Carter Well (GUDI). Finalize scoring for WHPAs Early consultation on vulnerable area delineation and scoring. 	 Water quality trends and issues were assessed. Updating list based on new definition and thresholds. Issues may need to be re- investigated based on the Assessment Report regulations and technical rules. Land use activities that are or would be drinking water threats will be listed. Activities and conditions that are significant drinking water threats will be identified based on the technical rules for the Assessment Report.
Assigned Lead	City of Guelph	City of Guelph	City of Guelph Guelph
Start Date & Estimated Completion Date	2007-Jun-01 to 2009-Mar-31	2009-Mar-31 2009-Mar-31	2007-Jun-01 to 2009-Sep-30
Estimated Costs for remaining work	\$20,800	\$55,300	\$313,200
Costs for work completed or In Progress		\$165,500	\$166,900
Task	Delineating and applying vulnerability scores to Intake Protection Zones	Delineating and applying vulnerability scores to all Wellhead Protection Areas	Identifying Issues, inventorying threats and assessing Hazards in Wellhead Protection Areas and Intake Protection Zones

Draft 1

Task	Costs for work completed or In Progress	Estimated Costs for remaining work	Start Date & Estimated Completion Date	Assigned Lead	Comments
Assess risk in Wellhead Protection Areas and Intake Protection Zones	\$35,900 \$355,900	\$297,200	2007-Jun-01 to 2009-Sep-30	City of Guelph	 Where significant threats in wellhead protection areas and other vulnerable areas are identified but there is uncertainty associated with either the hazard or vulnerability score, refinement of the risk assessment will be undertaken, to the extent that time and available resources permit and in accordance with methods described in Assessment Report regulations and technical rules: synthesizing information from MOE District files; land owner surveys; site investigations to confirm significant threats (activities & conditions). Includes local area engagement, outreach and creation of communication products that support the Assessment Report Report Process
TOTAL	\$368,300	\$686,500			

Terms of Reference – Appendix A

A.6.3.9.2 City of Guelph Source Protection Plan

Task	Costs for work completed or In Progress	Estimated Costs for remaining work	Start Date & Estimated Completion Date	Assigned Lead	Comments
Policy development to address drinking water threats (where required and/or permissible in Act/Regs)	Ş	\$207,400	2010-Jan-20 to 2012-Feb-29	City of Guelph	
Policy development for monitoring drinking	0 \$	\$19,500	2010-Jan-20 to 2012-Feb-29	City of Gueloh	 lask scope will be retined when more information and direction are available. Investigate local choices for policy approaches for monitoring drinking water threats
water threats or issues (where required, advisable and/or permissible in Act & Regs)				-	 Task scope will be refined when more information and direction are available.
Establishing timelines for policy implementation	О Ф	\$0	2011-Sep-01 to 2012-Feb-29	City of Guelph	 Task scope will be refined when detailed requirements and guidance are available.
Other Source Protection Plan Preparation Task	о	0	2010-Jan-20 to 2012-Aug-20	GRCA	 Guelph WHPAs cross into the Township of Guelph-Eramosa within the Grand River SP Area. Ensure that consultation takes place to develop policies acceptable to each municipality.
Other Source Protection Plan Preparation Task	08	9	2010-Jan-20 to 2012-Aug-20	GRCA	 Guelph WHPAs cross into the Township of Puslinch within the Grand River SP Area. Ensure that consultation takes place to develop policies acceptable to each municipality.
TOTAL	\$0	\$226,900			

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COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services November 7, 2008
SUBJECT	EXPANSION OF THE MUNICIPAL REGISTER OF CULTURAL HERITAGE PROPERTIES TO INCLUDE NON- DESIGNATED BURCHER-STOKES PROPERTIES (REVISED)
REPORT NUMBER	08-108

RECOMMENDATION

THAT Report 08-108, dated November 7, 2008 from Community Design and Development Services, regarding the expansion of the *Municipal Register of Cultural Heritage Properties* to include the "non-designated" *City of Guelph Inventory of Heritage Structures* (Burcher-Stokes Properties) be received;

AND THAT the *Municipal Register of Cultural Heritage Properties* be expanded to include the "non-designated" *City of Guelph Inventory of Heritage Structures* (Burcher-Stokes Properties) listed in Attachment 3.

BACKGROUND

In 2007, Council endorsed a three phase process to expand the *Municipal Register* of *Cultural Heritage Properties*. This report addresses the first phase which is the expansion of the Register to include approximately 1,900 cultural heritage resources listed on the *City of Guelph Inventory of Heritage Structures* compiled by Frank Burcher and Peter Stokes during the 1990s hereafter referred to as the Burcher-Stokes Inventory. The second phase involves the development of weighting/ranking criteria for the entire list of cultural heritage resources within the City (approx. 4,000 properties). Phase three involves the application of the criteria to the City's *Architectural Inventory* compiled by Gordon Couling during the 1970s to determine which of these properties should also be included on the Register (approx. 2,100 properties).

The Ontario Heritage Act requires municipalities to keep a Register identifying all properties "designated" by a municipality or by the Minister to have cultural heritage value or interest under Part IV (individual designation) and Part V (district designation) of the Ontario Heritage Act. The Register serves as the official listing of cultural heritage properties identified as being important to the community.

Information to be included in the Register for each designated property includes: legal description; name and address of owner; and a statement explaining the cultural heritage value or interest along with a description of the property's heritage attributes (See Attachment 1).

The Register may be expanded to also include "non-designated" properties that a Council believes to be of cultural heritage value or interest on its Municipal Register under section 27.1.2 of the Ontario Heritage Act. If an owner wishes to remove or demolish a "non-designated" property included on the Municipal Register the owner must provide the City with at least 60 days notice. This time period provides a municipality with additional time to consider the application and decide if the property should be designated. If designated, the heritage elements identified in the designation by-law would be protected and their demolition/removal subject to an approval process prescribed in the Ontario Heritage Act.

For properties not listed on the Municipal Registry, a municipality has 10 working days to consider a residential demolition permit and 20 working days to consider a commercial/industrial demolition permit under the *Ontario Building Code*. These review timeframes are typically inadequate to determine the heritage significance of a property and whether further protection should be applied to elements of the property through designation.

The decision to include a "non-designated" property on the Municipal Register lies with the local Council. However, Council must consult with its Municipal Heritage Committee, i.e., Heritage Guelph, prior to including a "non-designated" property on the Register.

Although the inclusion of a "non-designated" property on the Register does not legally require public notification, it is recommended so that property owners are aware of the Register and understand the implications of their property's inclusion. The only information that needs to be included in the Register for a "nondesignated" listing is a property description so that it can be readily identified. However, a brief rationale is recommended to explain the property's potential cultural heritage value or interest. The proposed content of Register listings for "non-designated" properties is illustrated on Attachment 2.

Municipal Register of Cultural Heritage Properties and the *City of Guelph Heritage Inventory*

The City of Guelph currently has 83 designated properties/structures included in its *Municipal Register of Cultural Heritage Properties*. There are roughly 4,000 additional properties on the *City of Guelph Heritage Inventory* that are not yet designated which could be added to the Municipal Register. Previous counts of 3,000 heritage properties were erroneously reported due to an unknown limitation placed on the number of properties that can be accessed by the City's data system at one time.

The City of Guelph Heritage Inventory of Cultural Heritage Resources consists of two inventories; the Architectural Inventory compiled by Gordon Couling and the City of Guelph Inventory of Heritage Structures compiled by Frank Burcher and Peter Stokes. The Couling Inventory was developed in the 1970's with a focus on age and stone architecture. Essentially, any building/structure constructed prior to 1927 (Guelph's Centennial) was included on this inventory. During the 1990's, the Burcher-Stokes Inventory was completed to update the Couling Inventory and was expanded to include properties located within the current City boundaries. The Burcher-Stokes Inventory focused on architectural and historical merit. Although there is some duplication of properties on both inventories, the address listings are not the same since different assessment criteria were used. Some properties included in the Couling Inventory are absent from the Burcher-Stokes Inventory and vice-versa. As a result there are approximately 4,000 individual properties on the combined inventory list. In addition, Heritage Guelph occasionally recommends that additional properties be added to the heritage inventory.

As per Phase I of the work plan, this report is recommending that the Burcher-Stokes Inventory be considered for inclusion in the Register at this time on the basis that this recent inventory looked at both architectural and historical merit and has been evaluated to ensure that the listings would meet current legislated designation criteria. The Register expansion would also bring clarity to the demolition process and provide Council with a 60 day review period to determine whether the resource may be removed/demolished or if the designation process should be initiated.

Current Practice

Currently, the *City of Guelph Heritage Inventory* is used by the City as a source of potential designations and is a consideration in the development approval process. The Inventory is included in the City's property tracking system, AMANDA, which serves as a flag for any development or demolition application or query made on a property. Currently, owners become aware of their inclusion on the inventory when they make a building/planning application or inquiry to the City.

The Registry will provide a more readily accessible means for property owners and potential purchasers to become aware of the properties on the Inventory.

Public Consultation

An earlier report was scheduled for the October 10, 2008 Community Development and Environmental Services meeting concerning the expansion of the Municipal Register but was deferred. Notification concerning the October report was quite extensive and included individual notices to all affected property owners and a general notice was included in the newspaper. Over 140 queries were received in response to the notice, demonstrating property owners' concern and interest in the proposed expansion. Concerns were expressed with respect to impacts on property rights, property values, property standards, future additions/modifications, taxes and resale value. A number of owners expressed interest in being designated to protect their site for future generations. Staff advised that the listing of "nondesignated" properties on the Municipal Register simply formalizes a 60 day review period to allow the City to assess whether the heritage resource should be protected through designation or may be demolished. This report serves as an update to the October 2008 report and outlines the quantity and content of concerns expressed. A general notice was included in the newspaper about rescheduling the report and anyone who expressed a concern has been notified of the meeting change. In addition, an open house prior to the CDES meeting was scheduled to provide an informal opportunity for people to express their concerns and learn more about the proposed expansion to the Municipal Register. An information brochure will also be developed explaining what it means to be on the Registry to compliment the existing brochures on individual and district heritage designations.

REPORT

Inclusion of Burcher-Stokes Inventory Properties on the Municipal Register It is recommended that the *Municipal Register of Cultural Heritage Properties* be expanded to include the "non-designated" properties on the Burcher-Stokes Inventory listed in Attachment 3. The Burcher-Stokes Inventory includes approximately 1,900 entries. In order to test the appropriateness of the properties on the inventory for future consideration for designation, a sampling exercise was completed and confirmed that the properties would meet current designation criteria prescribed by the revised *Ontario Heritage Act*.

A few University of Guelph properties have been excluded from this initial expansion of the Municipal Register in order to provide additional time to assess the sites and continue our dialogue with University staff. The sites excluded from Appendix 3 mainly deal with walkways, lanes (which would not be subject to a demolition permit) and a few newer structures.

If approved by Council, the properties will be included in the Register and an appropriate code will be input into the City's AMANDA system so that when a demolition or removal request is made, applicants are informed of the process and the need for the City to respond within a 60 day period.

Council must make a decision and determine if the property should be designated under the *Ontario Heritage Act* or not. If the Council determines, with the advice of Heritage Guelph, that the property should be designated, a notice of intent to designate must be given and the process for designation applied pursuant to the *Ontario Heritage Act*. If the Council decides that the property is not to be protected, the property will be removed from the Municipal Registry and the demolition permit may be issued.

Next Steps

The second phase of the Register expansion project involves establishing weighting /ranking criteria for the properties on the *City of Guelph Inventory of Cultural Heritage Resources* to assist in determining priorities for both individual and district heritage designations. The criteria will also be used to determine which Cultural Heritage Resources should be added to the Registry in addition to the Burcher-Stokes listings added previously in phase one. Consulting services will be required to develop the weighting/ranking criteria.

The third phase will involve the analysis of the Couling Inventory properties, that are not on the Burcher-Stokes Inventory, and whether they should be included on

the Municipal Register. This will be done by applying the criteria and weighting methodology developed in Phase II.

The long term aim is to evaluate all the properties on the Municipal Registry to determine if they should be individually designated or included in a heritage district.

Conclusion

The inclusion of the Burcher-Stokes Inventory properties on the Municipal Register will signal a strong level of commitment to heritage protection within the City. It also provides additional time for Council to consider the heritage value of those properties included on the Municipal Register, that are the subject of a demolition permit, and determine whether the property should be designated or permitted to be demolished.

CORPORATE STRATEGIC PLAN

The expansion of the *Municipal Register of Cultural Heritage Properties* is integral to achieving the City's Strategic Goal 4, "a vibrant and valued arts, cultural and heritage identity". The Register will also influence Goal 1, "an attractive, well-functioning and sustainable city".

FINANCIAL IMPLICATIONS

The City has included \$25,000 in the Operating Budget (2009) for professional consulting fees with approximately \$20,000 set aside for Phase 2 of the Expansion of the Municipal Register.

DEPARTMENTAL CONSULTATION

As required under Section 27.1.3 of the *Ontario Heritage Act*, Heritage Guelph has been consulted regarding the inclusion of the Burcher Stokes properties on the Municipal Register and has approved their inclusion using the phased approach presented above which was endorsed by Council on July 16, 2007. The Register and its expansion has involved Information Services and Community Design and Development Services. Direction regarding the project approach, register format, content, creation, maintenance and communication strategy has been provided by Community Design and Development. Assistance has also been provided by Heritage Guelph members, the City's Municipal Heritage Committee. Pursuant to the *Ontario Heritage Act*, the Register will be kept in the Clerk's Office, Information Services.

COMMUNICATIONS

A comprehensive Communications Plan has been developed to inform individual property owners and the public of cultural heritage resources within the City of Guelph and policies governing their protection. The Communications Plan is meant to help clarify the process and inform people of the implications of a Register listing and property designation. In 2007, the following communication activities were completed: two public open houses on the Municipal Register in December; and participation and displays at community heritage events throughout the year (e.g. Spotlight on Heritage, Doors Open Guelph, Art on the Street). Information brochures/bulletins were also distributed. Information on the Municipal Register has been posted on the City's website and will be included in a public information brochure.

ATTACHMENTS

Attachment 1 - Sample Municipal Register Entry for Designated Property Attachment 2 - Sample Municipal Register Entry for Non-Designated Property Attachment 3 - Non-Designated Properties to be Listed in the Municipal Register

Prepared By/

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Attachment 1 Sample Municipal Register Entry for Designated Property

16 Oxford Street

Address: 16 Oxford Street

By-law: (1983)-11359 **Legal Description:** Part Lot 641, Plan 8 **Current Owner:** David Leger and Jennifer Leger

Designated Portions

The designation covers the Oxford Street façade and the rest of the original brick structure, while excluding rear additions of later date. Features of the Oxford Street façade are, more specifically:

- a) The deep, four-columned verandah with railings of turned balusters.
- b) The central enclosed entry vestibule of wood and glass.
- c) Two bow windows under the verandah.
- d) Three upper floor windows, surmounted by brick arches, with fitted shutters.
- e) Gable end of roof over the easterly half of the façade.

The brick side-walls, side window openings and roof, of intersecting gable form, are the recognized parts of the rest of the original structure.

Property History

This two storey house was built of cream-coloured brick on a stone foundation about 1871. Originally it faced Nelson Crescent but was relocated circa 1912. Its façade retains considerable character with its twin bow windows and enclosed entry vestibule beneath the wide verandah. For ninety years it was the home of the family of George Williams, prominent Wyndham street merchant. The house forms a significant visual anchor for the residential streetscape to the west.

The designation covers the Oxford Street façade and the rest of the original brick structure, while excluding rear additions of later date.



Attachment 2 Sample Municipal Register Entry for Non-Designated Property

Photo	Property Address		ress Legal Address Significant Features		Build Date
	21	Aberdeen St.	Pt Lot 6, Plan 29	Neo-Classic Vernacular; 1 1/2 storey; 2 bay; gable roof to street; tooled sills; hammer dressed lintels; pedimented lintel to lower row; bolection-moulded panelled and glass door; transom over; twin rows to lower opening; later gable-roofed entrance porch.	c. 1875
	61	Albert Street	Pt Lot 24, Pt Lot 25, Plan 37	Ontario Cottage, 3 bay, hammer dressed quoins and lintels, tooled sills, (modified door) with transom, 2/2 sash, side rendered with ashlar- pattern stucco.	c. 1880
	12	Albert Street	Pt Lot 11, Plan 37	Edwardian, 2 storey and attic, 2 bay, gable to street, rusticated stone sills and lintels, 1/1 sash, panelled and glass door, transom, original verandah with turned posts, bracketed, keyhole windows with rusticated brick architraves.	c. 1906
		Albert Street	Lot 12, Plan 37	Ontario Cottage, 3 bay, 'white' brick flush quoins and segmental arches, 1/1 sash, panelled and glazed door with horizontal bead-edged and convex profile centre panel, (later entrance porch).	c. 1880
	20	Albert Street	Pt Lot 13, Plan 37	Neo-Classic Vernacular, 1 storey and loft (made into attic with modern Palladian windows in large gabled, board & batten front dormer), later Victorian elaborate panelled and glazed door, plain transom above, bush-hammered and tool-margined flush architrave to openings including lintels, tooled sills, bush-hammered and tooled plinth band course, (repointed flush), (windows renewed).	c. 1860
	24	Albert Street	Pt Lot 13, Plan 37	Neo-Classic Vernacular, 1 ½ storey, 3 bay, gable roof, tooled sills, hammer dressed lintels, 6/6 sash, panelled and glazed door, 1 storey, 1 bay South extension up ½ floor, very small flag lot, faced Gordon Street.	c. 1855

Attachment 3 Non-Designated Properties to be Listed in the Municipal Register

Property Address A 12/14/16 Aberdeen St. 17 Aberdeen St. 17 Aberdeen St. 21 Aberdeen St. 21 Aberdeen St. 21 Aberd Street 12 Albert Street 12 Albert Street 20 Albert Street 20 Albert Street 24 Albert Street 26 Albert Street 30 Albert Street 30 Albert Street 4177-187 Alice Street 177-187 Alice Street 45 Alice Street 45 Alice Street 47-49 Alice Street 52 Alice Street 60 Alice Street 60 Alice Street 60 Alice Street 86/88-92/94 Alice St. 98 Alice 206/208A, 210, 212 Alice St. 18 Alma St. N 26 Alma St. N 58 Alma St. N 51 18/120 Alma St. S 118/120 Alma	9 Ardmay Crs. 15 Ardmay Crs. 32 Arnold St. 72 Arnold St. 9 Arthur St N. 17 Arthur St N. 17 Arthur St N. 25 Arthur St. N. 31/33 Arthur St. N. 41 Arthur St. N. 45 Arthur St. N. 47 Arthur St. N. 71 Arthur St. N. 83/85 Arthur St. N. 83/85 Arthur St. N. 91 Arthur St. N. 93 Arthur St. N. 93 Arthur St. N. 143 Arthur St. N. 147/149 Arthur St. N. 147/149 Arthur St. N. 147/149 Arthur St. N. 185 Arthur St. N. 185 Arthur St. N. 187 Arthur St. N. 199 Arthur St. N. 203 Arthur St. N. 2045 Arthur St. N. 259 Arthur St. N. 277 Arthur St. N. 277 Arthur St. N. 26/52 Arthur St. N. 50/52 Arthur St. N.	96 Arthur St. N 110/112 Arthur St. N 118 Arthur St. N 120 Arthur St. N 122 Arthur St. N 130 Arthur St. N 130 Arthur St. N 156 Arthur St. N 196 Arthur St. N 252/254 Arthur St. N 258/260 Arthur St. N 262 Arthur St. N 262 Arthur St. N 262 Arthur St. S 16 Arthur St. S 26/30 Arthur St. S 26/30 Arthur St. S 26/30 Arthur St. S 26/30 Arthur St. S 124 Arthur St. S 124/126 Arthur St. S 128 Arthur St. S 128 Arthur St. S 138 Arthur St. S 144 Arthur St. S 148 Arthur St. S 148 Arthur St. S 172 Arthur St. S 33 Arkell Rd. 299 Arkell Rd. 290 Arkell Rd. 290 Arkell Rd. 291 Arkell Rd. 293 Bagot St. 30 Baker St. 30 Baker St.	1 Barber Ave. 11 Barber Ave. 17 Barber Ave. 19 Barber Ave. 21 Barber Ave. 25 Barber Ave. 2 Barber Ave. 2 Barber Ave. 12 Barber Ave. 12 Barber Ave. 24 Barber Ave. 30 Barber Ave. 30 Barber Ave. 72 Beaumont Cr. 31 Bellevue St. 20 Bellevue St. 9/11 Birmingham St. 169 Bristol St. 171 Bristol St. 187 Bristol St. 207/209 Bristol St. 213/211 Bristol St. 239 Bristol St. 239 Bristol St. 15-25 Brockville Ave. 19 Brockville Ave. 39-47 Brockville Ave. 39-47 Brockville Ave. 19 Brockville Ave. 39-47 Brockville Ave. 39-47 Brockville Ave. 39 Callander Dr. 81 Callander Dr. 81 Callander Dr. 82 Callander Dr. 84 Callander Dr. 84 Callander Dr. 1/3 Cambridge St. 11 Cambridge St. 13 Cambridge St. 14 Callander St. 15 Cambridge St. 15 Cambridge St. 15 Cambridge St. 15 Cambridge St. 16 Cambridge St. 17 Cambridge St. 17 Cambridge St. 17 Cambridge St. 17 Cambridge St. 17 Cambridge St. 19 Cambridge St. 19 Cambridge St. 10 Cambridge St. 10 Cambridge St. 10 Cambridge St. 10 Cambridge St. 11 Cambridge St. 11 Cambridge St. 12 Cambridge St. 13 Cambridge St. 14 Cambridge St. 15 Cambridge St. 15 Cambridge St. 16 Cambridge St. 17 Cambridge St. 17 Cambridge St. 17 Cambridge St. 18 Cambridge St. 19 Cambridge St. 19 Cambridge St. 19 Cambridge St. 10 Cambridge St. 11 Cambridge St. 10 Cambrid
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60 Glasgow St. N 78 Glasgow St. N 108 Glasgow St. N	1756 Gordon St. 1858 Gordon St. 1912 Gordon St.	25 Harcourt Dr. 35 Harcourt Dr. 20 Harcourt Dr.	14 Kathleen St. 18 Kathleen St. 26 Kathleen St. 50 Kathleen St.
112 Glasgow St. N 120 Glasgow St. N 126 Glasgow St. N 136 Glasgow St. N	2054 Gordon St. 2162 Gordon St. 2270 Gordon St. 270 Grange Rd.	24 Harcourt Dr. 45 Hardy St. 51 Harrison Ave. 40 Harrison Ave.	64 Kathleen St. 72 Kathleen St. 78 Kathleen St.
144 Glasgow St. N 150 Glasgow St. N 154 Glasgow St. N	300 Grange Rd. 25/27 Grange St. 29/31 Grange St.	132 Harts Ln. 61 Hearn Ave. 63 Hearn Ave.	102/104 Kathleen St. 9/11 Kent St. 17 Kent St. 25 Kent St.
160 Glasgow St. N 178 Glasgow St. N 188 Glasgow St. N 192 Glasgow St. N	37/39/41 Grange St. 37 Grange St. 39 Grange St. 41 Grange St.	73 Hearn Ave. 77 Hearn Ave. 87 Hearn Ave. 62 Hearn Ave.	45 Kent St. 59 Kent St. 73 Kent St.
198 Glasgow St. N 202 Glasgow St. N 208/210 Glasgow St.	53 Grange St. 71-83 Grange St. 71 Grange St.	68 Hearn Ave. 70 Hearn Ave. 72 Hearn Ave.	81 Kent St. 85 Kent St. 68/70 Kent St. 76 Kent St.
N 224 Glasgow St. N 228 Glasgow St. N 236 Glasgow St. N	73/75 Grange St. 77 Grange St. 79/81 Grange St. 83 Grange St.	7 Heather Ave. 13 Highview Pl. 18 Honey Cres. 49 Hooper St.	80 Kent St. 10 Kerr St. 14 Kerr St. 3 King St.
11 Glasgow St. S 15 Glasgow St. S 17 Glasgow St. S 47 Glasgow St. S	109 Grange St. 117 Grange St. 123 Grange St. 135 Grange St.	34 Hooper St. 11 Howitt St. 23 Howitt St. 33 Howitt St.	13 King St. 45 King St. 101 King St. 127 King St.
56/58 Glasgow St. S 15 Gordon St. 19/21 Gordon St. 197 Gordon St.	6 Grange St. 66 Grange St. 140 Grange St. 2/4 Grant St.	37 Howitt St. 57 Howitt St. 120 Huron St. 125 Huron St.	157 King St. 163 King St. 181 King St.
325 Gordon St. 329 Gordon St. 335 Gordon St.	8 Grant St. 12 Grant St. 11 Green St.	41 Hyland Rd.	193 King St. 203 King St. 34 King St.

52 King St. 114 King St. 120 King St.	72 Liverpool St. 80 Liverpool St. 86 Liverpool St.	M 23 a,b,c MacDonnell St.	43 McTague St. 49 McTague St. 51 McTague St.
124 King St. 132 King St.	124 Liverpool St. 128 Liverpool St.	51-55 MacDonnell St.	57 McTague St. 65 McTague St.
134/136 King St.	206 Liverpool St.	89 MacDonnell St.	73/75 McTague St.
138/138A King St. 154/156 King St.	208-214 Liverpool St.	20-26 MacDonnell St.	6/8 McTague St. 14 McTague St.
188 King St.	224 Liverpool St. 15/15A London Rd.	28-32 MacDonnell	22 McTague St. 26 McTague St.
198 King St. 210 King St.	E	St. 44 MacDonnell St.	30 McTague St.
9 Kirkland St.	19 London Rd. E	72-76 MacDonnell	36 McTague St. 42 McTague St.
17 Kirkland St. 25 Kirkland St.	25/27 London Rd. E 29 London Rd. E	St. 82 MacDonnell St.	60 McTague St.
37 Kirkland St.	14 London Rd. E	88 MacDonnell St.	35/37/39/41 Meadowview Ave.
47 Kirkland St. 57 Kirkland St.	18 London Rd. E 25 London Rd. W	90 MacDonnell St. 92-96 MacDonnell	47 Meadowview Ave.
67 Kirkland St.	29 London Rd. W 31/33 London Rd. W	St.	100 Memorial Crst. 106-112 Memorial Crst.
12 Kirkland St. 16/18 Kirkland St.	37/39 London Rd. W	98 MacDonnell St. MacDonnell St.	132 Memorial Crst.
38 Kirkland St.	41 London Rd. W 51 London Rd. W	(Bridge)	13 Merion St. 29-39 Merion St.
42 Kirkland St. 66/68 Kirkland St.	55 London Rd. W	MacDonnell St. (Rail Viaduct)	33 Merion St.
26 Kron Dr.	59 London Rd. W 175 London Rd. W	99 Maltby Rd. W	57 Merion St. 27 Merritt Blvd.
L 134 Lane St.	193 London Rd. W	19 Manitoba St. 29 Manitoba St.	32 Merritt Blvd.
45 Lemon St.	195 London Rd. W 197 London Rd. W	75 Manitoba St.	49 Metcalfe St. 140 Metcalfe St.
51 Lemon St. 24 Lemon St.	16/18 London Rd. W	48 Manitoba St. 60 Manitoba St.	236 Metcalfe St.
46 Lemon St.	20 London Rd. W 26 London Rd. W	66 Manitoba St.	41 Mitchell St. 14 Mitchell St.
56 Lemon St. 3 Liverpool St.	36 London Rd. W	74 Manitoba St. 65 Maple St.	24 Mitchell St.
15 Liverpool St.	42 London Rd. W 50 London Rd. W	34 Maple St.	40/42 Mitchell St. 27 Mont St.
23/25 Liverpool St. 33 Liverpool St.	76 London Rd. W	66 Maple St. 104 Maple St.	33 Mont St.
37 Liverpool St.	128 London Rd. W 140 London Rd. W	124 Maple St. 7 Maplewood Dr.	59 Mont St. 69 Mont St.
41 Liverpool St. 71/73 Liverpool St.	19 Lyon Ave.	13 Marcon St.	75 Mont St.
77/79 Liverpool St.	21 Lyon Ave. 23-33 Lyon Ave.	14 Marcon St. 6 Margaret St.	12 Mont St. 20 Mont St.
83 Liverpool St. 117 Liverpool St.	23 Lyon Ave.	40 Margaret St.	28 Mont St.
129 Liverpool St.	33 Lyon Ave. 59 Lyon Ave.	31 Margaret St. 37 Margaret St.	44 Mont St. 5 Monticello Crst.
135 Liverpool St. 18 Liverpool St.	51-63 Lyon Ave.	63/65 Martin Ave.	2 Monticello Crst. 21 Monticello Crst.
22 Liverpool St.	12 Lyon Ave. 24 Lyon Ave.	15 McTague St. 21/23 McTague St.	23 Monticello Crst.
26/28 Liverpool St. 42 Liverpool St.	50 Lyon Ave.	29 McTague St.	112 Morris St.
68 Liverpooi St.	52 Lyon Ave. 70 Lyon Ave.	35 McTague St.	N

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5-7 Neeve St.	28 Norfolk St.	37 Norwich St. E	43 Ontario St.
11 Neeve St.	72 Norfolk St.	41 Norwich St. E	49 Ontario St.
33 Neeve St.	122 Norfolk St.	111 Norwich St. E	55 Ontario St.
35 Neeve St.	150 Norfolk St.	129 Norwich St. E	65 Ontario St.
83 Neeve St.	186 Norfolk St.	18 Norwich St. E	73 Ontario St.
	190 Norfolk St.	20 Norwich St. E	79 Ontario St.
101-103 Neeve St.			93 Ontario St.
109 Neeve St.	206 Norfolk St.	30 Norwich St. E	
115 Neeve St.	Northumberland St.	34 Norwich St. E	131 Ontario St.
123-141 Neeve St.	61/63	40 Norwich St. E	155 Ontario St.
129 Neeve St.	Northumberland St.	110 Norwich St. E	2-8 Ontario St.
159/161 Neeve St.	67/69	114 Norwich St. E	20 Ontario St.
167/169 Neeve St.	Northumberland St.	126 Norwich St. E	28 Ontario St.
195 Neeve St.	73 Northumberland	132 Norwich St. E	38 Ontario St.
14 Neeve St.	St.	1-9 Norwich St. W	44 Ontario St.
22 Neeve St.	79 Northumberland	17 Norwich St. W	50 Ontario St.
24 Neeve St.	St.	21 Norwich St. W	68/70/72 Ontario St.
26 Neeve St.	83 Northumberland	25/27 Norwich St. W	88 Ontario St.
30 Neeve St.	St.	31 Norwich St. W	104-110 Ontario St.
34A/34B Neeve St.	89 Northumberland	12 Norwich St. W	120 Ontario St.
36 Neeve St.	St.	32/34 Norwich St. W	132 Ontario St.
90-100 Neeve St.	99 Northumberland	44 Norwich St. W	7 Orchard Crs.
132 Neeve St.	St.	50 Norwich St. W	21 Oxford St.
	127/129	35/37 Nottingham	29 Oxford St.
156/158 Neeve St.	Northumberland St.	St.	31 Oxford St.
172 Neeve St.		45 Nottingham St.	39/41 Oxford St.
174 Neeve St.	32 Northumberland	-	61 Oxford St.
202/206/210 Neeve	St.	47 Nottingham St.	65 Oxford St.
St.	38 Northumberland	115 Nottingham St.	
11 New St.	St.	14 Nottingham St.	75 Oxford St.
10/12 New St.	40 Northumberland	16 Nottingham St.	79/81 Oxford St.
20 New St.	St.	50 Nottingham St.	83/85 Oxford St.
35 Niska Rd.	58/60	68 Nottingham St.	111 Oxford St.
49 Norfolk St.	Northumberland St.	104/106 Nottingham	123/125 Oxford St.
75 Norfolk St.	62/64	St.	135 Oxford St.
99 Norfolk St.	Northumberland St.	114 Nottingham St.	145 Oxford St.
109 Norfolk St.	70 Northumberland	0	36 Oxford St.
111-113/115 Norfolk	St.	15/17 Oliver St.	38 Oxford St.
St.	74 Northumberland	21/23 Oliver St.	42 Oxford St.
119/121 Norfolk St.	St.	33/35 Oliver St.	66/68 Oxford St.
123 Norfolk St.	76/78	8 Oliver St.	72 Oxford St.
131 Norfolk St.	Northumberland St.	10 Oliver St.	80 Oxford St.
137 Norfolk St.	86 Northumberland	14 Oliver St.	82 Oxford St.
143 Norfolk St.	St.	5-9 Omar St.	110 Oxford St.
147 Norfolk St.	88 Northumberland	59 Omar St.	130 Oxford St.
153 Norfolk St.	St.		P
161 Norfolk St.	108/110	7/9 Ontario St.	-
177 Norfolk St.	Northumberland St.	15 Ontario St.	305B/307B Paisley Rd.
183 Norfolk St.	120 Northumberland	19 Ontario St.	387 Paisley Rd.
187 Norfolk St.	St.	23/25 Ontario St.	9/11/13 Paisley St
191/193 Norfolk St.	33 Norwich St. E	35 Ontario St.	15/17 Paisley St.
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21 Paisley St.	20 Park Ave.	41 Quebec St.	1 Richardson St.
25 Paisley St.	24/26 Park Ave.	20 Quebec St.	41/43 Richardson St.
27 Paisley St.	28 Park Ave.	30/32 Quebec St.	101 Riverview Dr.
29 Paisley St.	40 Park Ave.	34/36 Quebec St.	143 Riverview Dr.
35 Paisley St.	46 Park Ave.	38/42 Quebec St.	153 Riverview Dr.
47 Paisley St.	50 Park Ave.	44/46 Quebec St.	177 Riverview Dr.
61 Paisley St.	54 Park Ave.	50 Quebec St.	62 Robinson Ave.
65 Paisley St.	60/62 Park Ave.	1 Queen St.	S
77 Paisley St.	64 Park Ave.	5 Queen St.	15 Sherwood Dr.
101 Paisley St.	11/13 Pearl St.	29 Queen St.	31 Sherwood Dr.
119 Paisley St.	21 Pearl St.	35 Queen St.	22 Sherwood Dr.
121 Paisley St.	23 Pearl St.	39 Queen St.	
125/127 Paisley St.	12 Pearl St.	43 Queen St.	43 Short St.
131 Paisley St.	16 Pearl St.	67 Queen St.	44 Short St.
155 Paisley St.	19 Powell St. E	73 Queen St.	35 Skov Crst.
·	20 Powell St. E	75 Queen St.	20 Sloan Ave.
193/195 Paisley St. 205/207 Paisley St.	17 Powell St. W	85 Queen St.	37/39 Southampton St.
• •	29 Powell St. W	107 Queen St.	150 Speedvale Ave. E
209/211 Paisley St.	35/37 Powell St. W	109 Queen St.	212 Speedvale Ave. E
18 Paisley St.	22 Powell St. W	113 Queen St.	85 Speedvale Ave. W
52/54/56 Paisley St.	28 Powell St. W	117 Queen St.	93 Speedvale Ave. W
88 Paisley St.	30 Powell St. W	121 Queen St.	111 Speedvale Ave. W
138 Paisley St.		-	245 Speedvale Ave. W
186 Paisley St.	34 Powell St. W	14 Queen St.	463 Speedvale Ave. W
196 Paisley St.	54 Powell St. W	20-26 Queen St.	38 Speedvale Ave. W
236 Paisley St.	56-68 Powell St. W	52 Queen St.	92 Speedvale Ave. W
23-29, 35 Palmer St.	58 Powell St. W	62 Queen St.	660 Speedvale Ave. W
35 Palmer St.	64 Powell St. W	64 Queen St.	35 Spring St.
55 Palmer St.	7 Preston St.	72 Queen St.	55 St. Arnaud St.
107 Palmer St.	9 Preston St.	80 Queen St.	71 St. Arnaud St.
6/8 Palmer St.	47 Preston St.	92 Queen St.	70/72 St. Arnaud St.
10 Palmer St.	59 Preston St.	100 Queen St.	80 St. Arnaud St.
40 Palmer St.	69 Preston St.	102 Queen St.	56 St. George's Sq.
84 Palmer St.	77 Preston St.	108 Queen St.	527 Stone Rd. E
112 Palmer St.	44 Preston St.	114-118 Queen St.	480 Stone Rd. E
122 Palmer St.	48 Preston St.	120 Queen St.	1 Stuart St.
144 Palmer St.	54 Preston St.	R	7 Stuart St.
154 Palmer St.	66 Preston St.	21-41 Raglan St.	13 Stuart St.
7 Park Ave.	76/78 Preston St.	63 Raglan St.	45 Stuart St.
15 Park Ave.	Q	28 Raglan St.	101 Stuart St.
29 Park Ave.	5/7 Quebec St.	34 Raglan St.	112 Stuart St.
39 Park Ave.	9 Quebec St.	74-80 Raglan St.	120 Stuart St.
45 Park Ave.	11-13 Quebec St.	74 Raglan St.	7-25 Suffolk St. E
49 Park Ave.	15 Quebec St.	1 Regent St.	10 Suffolk St. E
55/57 Park Ave.	17 Quebec St.	17 Regent St.	13 Suffolk St. W
61 Park Ave.	27 Quebec St.	23/25 Regent St.	31 Suffolk St. W
63 Park Ave.	29 Quebec St.	30 Regent St.	37 Suffolk St. W
71 Park Ave.	31-35 Quebec St.	32-46 Regent St.	41/43 Suffolk St. W
10 Park Ave.	37 Quebec St.	48 Regent St.	
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COMMITTEE AGENDA



TO Community Development and Environmental Services Committee

DATE December 5, 2008

LOCATION Council Chambers TIME 9:30 a.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

October 31 and November 7, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
STORM WATER MANAGEMENT MASTER PLAN	Approve
Presentation:- • Colin Baker, Environmental Engineer	
THAT the Community Design and Development Services Report 08-110, dated December 5, 2008, entitled 'Stormwater Management Master Plan', be received for information.	
AND THAT the proposed work plan appended as Attachment #1 to this report be endorsed.	
GO TRANSIT EA FOR RAIL SERVICE EXTENSION	Approve
THAT the Community Design and Development Services Report 08-125, dated December 5, 2008, on 'GO Transit EA for Rail Service Extension', be received;	
AND THAT Council inform the GO Transit EA Project Team of the City's preference to use the existing Downtown VIA Station site as the location for a future GO Station in Guelph;	

AND THAT Council direct City staff to work with GO Transit EA Project Team to identify local bus connections and parking, as well as improvements to the VIA Station and the surrounding area that will be required to accommodate initial GO Rail Service, as described in this report;	
AND THAT Council direct the City Clerk to forward the Council Resolution and Staff Report to the GO Transit EA Project Team, Wellington County Council, and Liz Sandals, MPP, for their information.	
SIGN BY-LAW EXEMPTION REQUEST FOR 72 CARDEN STREET	Approve
THAT Report 08-115 regarding sign variance requests for 72 Carden Street from Community Design and Development Services, dated December 5, 2008, be received;	
AND THAT the request for variances from the Sign By-law for 72 Carden Street to permit six building signs below a clearance of 2.4 metres attached perpendicular to the wall and to allow two portable signs with a height of 1.6 metres with a separation distance of 3 metres, in lieu of the by-law requirements, be refused.	
SIGN BY-LAW VARIANCE FOR GUELPH MEDICAL PLACE AT 83 DAWSON ROAD	Approve
THAT Report 08-121, regarding a sign variance for 83 Dawson Road from Community Design and Development Services, dated December 5, 2008, be received;	
AND THAT the request for a variance from the Sign By-law for 83 Dawson Road to permit one freestanding sign to be situated with a setback of 5 metres (16.4') from the front property line and a side yard setback of 1 metre (3.2') and a size of 22.3 square metres in lieu of the by- law requirements, be approved.	

NOTICE OF INTENTION TO DESIGNATE 9 DOUGLAS STREET PURSUANT TO THE ONTARIO HERITAGE ACT	Approve
THAT Report 08-126, dated December 5, 2008 from Community Design and Development Services, regarding the heritage designation of 9 Douglas Street, be received;	
AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 9 Douglas Street in accordance with the <i>Ontario Heritage Act</i> 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 thirty (30) day objection period.	
NOTICE OF INTENTION TO DESIGNATE 65 WYNDHAM STREET NORTH PURSUANT TO THE ONTARIO HERITAGE ACT	Approve
THAT Report 08-109, dated December 5, 2008 from Community Design and Development Services, regarding the heritage designation of 65 Wyndham Street North, be received;	
AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 65 Wyndham Street North in accordance with the <i>Ontario Heritage Act</i> 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 thirty (30) day objection period.	

MUNICIPAL PROPERTY AND BUILDING COMMEMORATIVE NAMING POLICY	Approve
THAT the Community Design and Development Services Report 08-116 dated December 5, 2008, be received;	
AND THAT the Municipal Property and Building Commemorative Naming Policy (Naming Policy) be approved as outlined in Appendix 4 of this Report;	
AND THAT Council approve the establishment of a Commemorative Naming Policy Committee (Naming Committee) to facilitate the Procedures of the Commemorative Naming Policy;	
AND THAT Council direct staff to immediately implement the Commemorative Naming Policy, and include all unnamed assets of 2007 and 2008 with the 2009 asset review and procedures.	

OTHER BUSINESS

NEXT MEETING

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services, Engineering Services
DATE	December 5, 2008
SUBJECT REPORT NUMBER	Stormwater Management Master Plan 08-110

RECOMMENDATION

"THAT the Community Design and Development Services Report 08-110, dated December 5, 2008, entitled 'Stormwater Management Master Plan' be received for information;

AND THAT the proposed work plan appended as Attachment #1 to this report be endorsed."

BACKGROUND

Since the early 1990s, stormwater management plans for new development sites within the City have been prepared in the context of subwatershed studies. Subwatershed studies prepared for Hanlon Creek, Torrence Creek, Clythe Creek and Hadati Creek subwatersheds have provided guidance related to stormwater management for new development. Based on these subwatershed studies, stormwater systems were designed to not only reduce the impacts to the development from flooding, but also maintain and enhance the natural environment by addressing surface and groundwater quality and quantity, wetlands, terrestrial systems, aquatic/fisheries habitat and stream baseflow issues. In essence, the subwatershed plan has enabled an ecosystem-based approach to water resource and land use management for new development.

Prior to the 1980s, the basic approach toward stormwater management in the older areas of the City was to convey the stormwater runoff away from the catchment area and to a receiving stream as quickly as possible to minimize flooding in the catchment and impacts to the development. However, recent flooding events, such as the ones experienced in a number of areas of the City last summer have caused significant flooding and, in some cases, property damage. The main characteristics associated with these storm events that are attributed to climate change are: (1) very high intensity, (2) short duration, (3) increased frequency, and (4) more localized than widespread occurrence. Given this background, the Stormwater Management (SWM) Master Plan that is being initiated will balance the need to address flooding within the City with a City-wide strategy that considers stormwater not necessarily as inconvenient runoff but as important resource that can be utilized to improve the natural environment, contribute to water conservation targets, and minimize pollutant discharges to rivers systems within the City.

REPORT

The purpose of the SWM Master Plan is to develop a long-term plan for the safe and effective management of stormwater runoff from existing urban areas, while improving the ecosystem health and ecological sustainability of the Eramosa and Speed Rivers and their tributaries. The SWM Master Plan approach will integrate flood control and stormwater drainage issues with opportunities to improve and protect groundwater and surface water quality and the natural environment.

The SWM Master Plan will explore, evaluate and identify innovative approaches to manage stormwater runoff using Low Impact Development (LID) and Water Sensitive Urban Design (WSUD) principles and policy instruments for both new construction and existing developed areas. LID is the implementation of small cost-effective project design and landscaping features to restore natural hydrologic functions. WSUD is the management of urban water streams (water supply, wastewater and stormwater) with the goals of minimizing and treating pollution discharges, reducing potable water use, and efficiently matching different water sources (such as recycled stormwater obtained through rainwater harvesting) to fit-for-purpose uses. The SWM Master Plan will also review the feasibility of a total mass loading and nutrient offset programs to improve and sustain the health of the City's river systems.

There will be a number of opportunities for the public, stakeholders and interested agencies to provide comment throughout the SWM Master Plan process. Public and agency input will be obtained through notices, Public Information Centres and a Technical Agency Committee (see page 7 of Attachment #1 for agencies that will be invited to participate on the Technical Agency Committee). There will also be an enhanced consultation component to this SWM Master Plan study with direct consultation with key project stakeholders and technical resources such as the Grand River Conservation Authority, University of Guelph and River Systems Advisory Committee. The public consultation component will also include a series of residential focus groups to understand the types of LID measures that could be successfully implemented in the City. Pages 7 and 8 of Attachment #1 to this report outline the proposed public consultation process for this study.

The consulting firm of Philips Engineering Ltd. has been selected to provide professional engineering services for the SWM Master Plan project. The project is expected to commence in November 2008 and will take approximately 18 months to complete.

CORPORATE STRATEGIC PLAN

The SWM Master Plan relates to the following goals in the 2007 Strategic Plan:

- Goal #1 An attractive, well-functioning and sustainable city; and
- Goal #6 A leader in conservation and resource protection/enhancement.

Specifically, the following strategic objectives apply to the SWM Master Plan:

- 1.2 Municipal sustainability practices that become the benchmark against which other cities are measured;
- 6.1 Coordinated management of parks, the natural environment and the watershed; and
- 6.5 Less energy and water per capita than any comparable Canadian city.

FINANCIAL IMPLICATIONS

Funding for the SWM Master Plan is included in Capital Project SW0033, approved by Council in 2005, for \$500,000 and paid from Development Charges. The contract budget for the Master Plan study is \$400,000.

DEPARTMENTAL CONSULTATION/CONCURRENCE

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment #1 – Stormwater Management Master Plan Draft Work Plan

Prepared By: Colin Baker, P.Eng., Environmental Engineer (519) 822-1260 ext. 2282 colin.baker@guelph.ca



Recommended By: Richard Henry, P.Eng., City Engineer (519) 822-1260 ext. 2248 richard.henry@guelph.ca

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Kalnu Ruilik

Endorsed By: Rajan Philips, P.Eng., Manager, Transportation Planning and Development Engineering (519) 822-1260 ext. 2369 rajan.philips@guelph.ca

Recommended By: James N. Riddell Director, Community Design and Development Services (519) 822-1260 ext. 2361 jim.riddell@guelph.ca

STORMWATER MANAGEMENT MASTER PLAN

DRAFT WORK PLAN



Making a Difference

November, 2008 City of Guelph



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PART A - OVERVIEW

INTRODUCTION

The City of Guelph (City) wishes to retain a consulting engineering team to complete a Stormwater Management (SWM) Master Plan in accordance with the Municipal Class Environmental Assessment planning and design process (October 2000, as amended in 2007). This project will examine objectives, scope, timing and costs for SWM-related projects up to the year 2031 for the City.

BACKGROUND

Prior to the 1980s, the basic approach toward stormwater management was to convey the stormwater runoff away from the catchment area and to a receiving stream as quickly as possible to minimize flooding in the catchment and impacts to the development. This approach has resulted in relatively well-designed stormwater conveyance system throughout the City to reduce the likelihood of flooding.

Since the early 1990s, stormwater management plans for new development sites within the City have been prepared in the context of subwatershed plans. Subwatershed plans prepared for Hanlon Creek, Torrence Creek, Clythe Creek and Hadati Creek subwatersheds have provided guidance for the City and developers related to stormwater management for new development. Through the 1990s to the present, the emerging trend in stormwater system design was to not only reduce the impacts to the development from flooding, but also maintain and enhance the natural environment by addressing surface and groundwater quality and quantity, wetlands, terrestrial systems, stream temperature, aquatic/fisheries habitat, and stream baseflow. In essence, the subwatershed plan has resulted in an ecosystem-based approach to water resource and land use management for new development

In 1996, the Council approved the "Design Principles for Stormwater Management" (City of Guelph, October 1996) to augment the Ministry of the Environment's (MOE) "Stormwater Management Practices, Planning and Design Manual" (MOE, June 1994). The purpose of the City's 1996 Design Principles was to ensure the highest level of utilization, aesthetics, environmental benefits and ease of maintenance for stormwater management facilities in the City.

In order to protect the natural environment, stormwater controls are required to address both the quantity and quality of the stormwater leaving the site. An example of stormwater controls include end-of-pipe controls such as stormwater management ponds, oil/grit separators (OGS) and infiltration galleries to infiltrate the "clean" rooftop runoff into the water table. These engineered controls ensure that the risk of flooding, loss of property, and pollution discharged to the receiving stream are minimized while, at the same time, recharging the stormwater into the shallow groundwater table. The discharge of shallow groundwater to creeks, streams and wetlands is a key element in the maintenance of healthy terrestrial and aquatic ecosystems.



The City of Guelph has a keen interest in the protection of the natural environment, in particular groundwater and surface water quality and quantity as the City relies on groundwater as a source of drinking water.

CONTEXT FOR A SWM MASTER PLAN

The City is part of one of the fastest growing regions in Ontario. The Province has targeted population growth to the City and surrounding Wellington County area of over 125,000 additional people. The current City population is approximately 115,000 people while that of the surrounding Wellington County is 80,000. Guelph has experienced considerable growth during the last decade. Major new residential and employment areas have been, and continue to be, developed in suburban areas of the City.

The City has prepared its "Local Growth Management Strategy" for residential and employment growth up to the year 2031. The City Council has endorsed a 2031 population of 169,000 and an additional 31,000 jobs over the 25 year planning horizon¹. While future growth will continue to be within the Greenfield area (i.e. outside the built-up area of the City), it is intended that by 2015 the overall share of infill and intensification residential growth will gradually increase to 40 percent of new residential development. Currently, approximately 10 percent of all residential development occurs within the built-up area with 90 percent of new residential growth in the Greenfield area. This infill and intensification corresponds to 18,500 units or 46,250 people over the 25 year timeframe. The infill and intensification projects within the City's built boundary will add additional strain to the City's infrastructure, in particular, the stormwater management systems.

The City has initiated a number of studies to address servicing future growth, the maintenance of existing infrastructure and environmental sustainability including:

- Water Distribution/Storage and Wastewater Conveyance Master Plan The purpose of this study is to identify the water distribution/storage and wastewater conveyance needs within the City for growth to 2031 (completed in September 2008).
- *Guelph Wastewater Treatment Plant Master Plan* The purpose of this Master Plan is to develop a strategy to provide direction for wastewater treatment infrastructure, investment and implementation to 2054 (anticipated completion: December 2008).
- Southwest Quadrant Water Supply Class Environmental Assessment This Class EA evaluates the feasibility and sustainability of a new groundwater-based water supply in the southwest portion of the City (anticipated completion: late 2009).
- *Ward One Stormwater Management Upgrades* In November 2007, the City of Guelph completed a Class EA study to address occasional flooding issues in Ward 1 through an upgrade to the SWM infrastructure in the Reformatory Ditch catchment area. The urbanized Reformatory Ditch drainage area covers approximately 285 hectares in the eastern core of the City. The City will be phasing the

¹ City of Guelph, 2008. "Council Report #08-83 – Addendum Report – Guelph's Local Growth Management Strategy Recommendations".



implementation of the preferred alternative SWM upgrades over the next several years.

- SWM Pond Maintenance Study This purpose of this study is to develop a maintenance program for the City's 104 SWM ponds (completed in October 2008).
- Sanitary Sever Condition Assessment Program The City has commenced a sanitary and storm sewer condition assessment program utilizing closed-circuit television (CCTV) to assess the condition of the City's sewers and establish a priority ranking for their replacement or upgrade (ongoing - annual program starting in 2008).
- Water Conservation and Efficiency Strategy Update The Water Conservation and Efficiency Strategy Update is intended to identify a set of preferred program alternatives, associated water savings, program implementation forecasts, and program support staff and maintenance based resources to meet the water reduction goals identified in the Guelph Water Supply Master Plan within a 20 year planning horizon (anticipated completion: early 2009).
- *Natural Heritage Strategy* The Natural Heritage System Study aims to produce a sustainable greenspace network throughout the City as envisioned by the Official Plan. The strategy will establish and up-to-date and comprehensive inventory of natural features in the City (anticipated completion: early 2009).
- Water and Wastewater Rate Structure Review Study The Rate Structure Review Study is evaluating various funding options for future water, wastewater and stormwater infrastructure projects. Stormwater infrastructure is currently funded through property taxes. This study will evaluate stormwater infrastructure project funding mechanisms through the creation of a stormwater management utility (anticipated completion: early 2009).

Figure 1 illustrates the progression of urban water management from water supply, wastewater collection, and stormwater drainage and flood protection to point source treatment and restoration and enhancement of the natural hydrologic cycle for aquatic ecosystem protection.

The City of Guelph has been a leader in the progression to the "Water Cycle City" where stormwater runoff in newer development areas is treated as a resource rather than a polluted liability. Prior to discharge to the natural environment, stormwater flows are attenuated and treated to remove sediment and dissolved pollutants where necessary. The treated stormwater and rooftop stormwater runoff are infiltrated into the ground to recharge groundwater while maintaining baseflows in creeks and streams.

The move to Water Sensitive Urban Design (WSUD) has been implemented in Australia where drought conditions have dramatically reduced the quantity of water available for potable and non-potable uses. WSUD is defined as "... interlinking the management of urban water streams (potable supply, wastewater and stormwater) with the goals of minimizing and treating pollution discharges, reducing potable water use, and efficiently matching different water sources (such as recycled water and stormwater) to fit-for-purpose



uses."² In Canada and the U.S., Low Impact Design (LID) and Sustainable Development (SD) concepts for stormwater management focus maintaining the pre-development hydrologic cycle under post-development conditions in order to maintain or restore natural hydrologic features and functions.

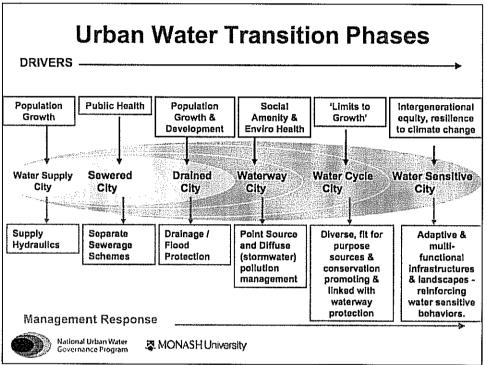


Figure 1 – Urban Water Transition Phases (Source: Monash University – National Urban Water Governance Program. Melbourne, Australia.)

In order to promote sustainable water use, the City has implemented water conservation and efficiency initiatives along with aggressive targets to reduce the Guelph's per capita water use by 20 percent or 16,000 m³/day by 2025³. Through work completed for the Guelph Wastewater Treatment Plant and Water Distribution/Storage and Wastewater Conveyance Master Plans, wastewater reuse for suitable purposes (i.e. municipal works uses; park/landscape irrigation; construction site dust control; on-site wastewater treatment plant uses; dual water systems; groundwater recharge; golf course irrigation; and industrial applications) has been identified as options to reduce the City's future per capita water demand while minimizing pollutant discharges to the receiving stream (Speed River).

STUDY AREA

The Study Area will consist of the City of Guelph boundary, stormwater drainage areas and subwatersheds that are located within the City. There will be a particular focus on the stormwater drainage areas and subwatersheds within the City that were developed prior to

² Wong, T. H. F., 2006. "Australian Runoff Quality: A Guide to Water Sensitive Urban Design", Engineers Australia, Canberra.

³ City of Guelph, 2006. "Water Supply Master Plan – Draft Final Report". p 74.



subwatershed plan approach to development. The study area is presented on Figure 2 which is located at the end of this document.

ENVIRONMENTAL GOALS AND OBJECTIVES

The main goal of the SWM Master Plan is to develop a long-term plan for the safe and effective management of stormwater runoff from urban areas while improving the ecosystem health and ecological sustainability of the Eramosa and Speed Rivers and their tributaries. The SWM Master Plan approach will integrate flood control, groundwater and surface water quality, natural environment and system drainage issues.

The objectives of the SWM Master Plan will include, but are not necessarily limited to, the following:

Water Quality

- Improve sediment, surface water and groundwater quality.
- Minimize pollutant loadings to groundwater and surface water.
- Improved aesthetics of creeks and rivers through the elimination of garbage/litter, algae growth, turbidity, and odours.

Water Quantity

- Preserve and re-establish the natural hydrologic process to protect, restore and replenish surface water and groundwater resources.
- Reduce the impacts of erosion on aquatic and terrestrial habitats and property.
- Minimize the threats to life and property from flooding.

Natural Environment

- Protect, enhance and restore natural features and functions such as wetlands, riparian and ecological corridors.
- Improve warmwater and coldwater fisheries if appropriate.

This SWM Master Plan project is required to satisfy Phases 1 and 2 of the Municipal Class EA planning and design process as described in the Municipal Class Environmental Assessment document (October 2000, as amended in 2007). The SWM Master Plan project is also required to fulfil the level of investigation, consultation and documentation requirements for the Schedule B projects identified for implementation in the short-term (approximately the 0 - 5 year timeframe) consistent with Approach #2 in Appendix 4 of the Municipal Class Environmental Assessment document.

EVALUATION CRITERIA

As a key part of assessing the SWM alternatives for both new and existing development, the SWM Master Plan will identify a series of evaluation criteria by which to assess impacts to the social and natural environment, technical feasibility, and project costs. These criteria will include, *but not be limited to*, the following topics:



- Social Environment
 - Land Use
 - Construction Impacts
 - Heritage
 - Archaeology
 - Quality of Life Health and Safety (Flooding)
 - Aesthetics
 - Property Requirement Impacts
- Natural Environment
 - Water Quality Surface Water and Groundwater
 - Groundwater Recharge/Discharge Areas
 - Aquatic Sediments
 - Benthic Organisms
 - Environmentally Sensitive Areas (ESAs)
 - Areas of Natural and Scientific Interest (ANSIs)
 - Woodlots
 - Creeks
 - Wetlands
 - Flora
 - Fauna
 - Wildlife and Fisheries Habitat
 - Community Diversity
 - Natural Heritage System (study currently underway)
- Technical
 - Level of Service (quality/quantity)
 - Meets regulatory requirements
 - Difficulty of Construction
 - Reliability
 - Life Expectancy
 - Utilities
- Cost
 - Special Studies/Class Environmental Assessments
 - Capital Costs (engineering, land and construction)
 - Operating and Maintenance
 - Life Cycle Cost



PART B - METHODOLOGY

PROJECT TEAM

The City's Project Manager and Project Team will lead the project and guide the tasks and functions of the Consultant and provide input into the Master Plan throughout the planning process.

TECHNICAL AGENCIES COMMITTEE

Given the interest of the various levels of government and public agencies in this project, the Project Team will maintain contact with key technical agencies. A Technical Agencies Committee (TAC) will meet at least three times during the course of the study. This working group of key, affected public agencies and Ministries will be formed at the outset of the study to ensure early communication on both the goals and the tasks involved in the preparation of the study.

Agencies that will be invited to participate on the TAC are:

- City of Guelph staff including:
 - Development Planning
 - Park Planning
 - Policy Planning
 - Operations
 - Waterworks
- Grand River Conservation Authority
- Department of Fisheries and Oceans
- Ministry of Transportation
- Railway (CP/CN)
- Ministry of Natural Resources
- Ministry of Environment
- Ministry of Agriculture and Rural Affairs
- Guelph Environmental Advisory Committee (EAC)
- Guelph River Systems Advisory Committee
- University of Guelph

PUBLIC CONSULTATION

It is expected that consultation with the public will aid in the identification of study goals and objectives and the development of screening criteria for the evaluation of preferred alternatives. The public consultation process will be flexible and respond to input and concerns from the public and project stakeholders.

Public and agency consultation for the SWM Master Plan will consist of:

- 1. Notice of Study Commencement;
- 2. Two (2) Public Information Centres (PIC);
- 3. Four (4) Technical Agencies Committee (TAC) meetings;
- 4. Two (2) Grand River Conservation Authority (GRCA) meetings;



- 5. One (1) Rivers Systems Advisory Committee (RSAC) meeting;
- 6. One (1) Environmental Advisory Committee (EAC) meeting; and
- 7. Notice of Completion.

The main purpose of PIC No. 1 is to seek input and feedback from the public on the goals/objectives of the study and the long list of SWM alternatives. PIC No. 1 should be structured such that to solicit public comments and suggestions on the following:

- Goals, Objectives and Targets of the SWM Master Plan Update;
- Profile of the study area;
- Issues and concerns within the study area;
- Alternatives and combinations of alternatives; and
- Criteria by which alternatives will be evaluated.

PIC No. 2 will seek input and feedback from the public on the following.

- Evaluation process;
- The recommended SWM strategy, and
- Next steps in the process.

The public consultation component will also include a series of residential focus groups to understand the types of Low Impact Development (LID) measures that could be successfully implemented in the City.

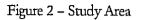
SCOPE OF WORK

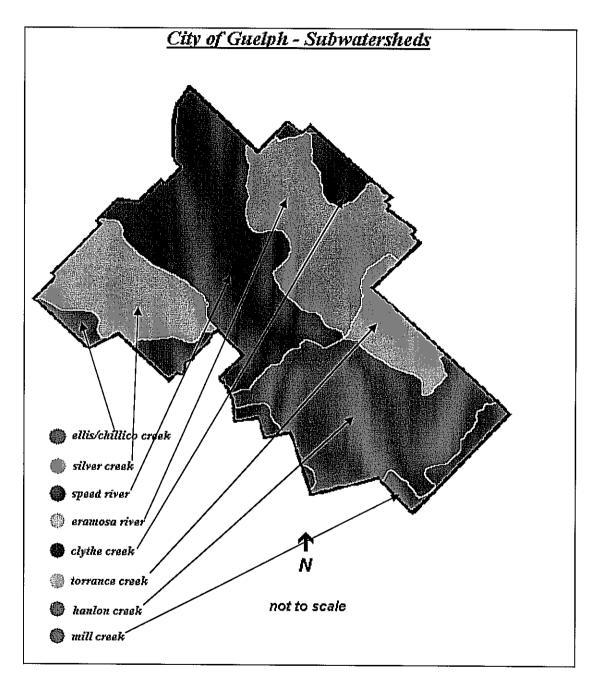
The tasks associated with the completion of the SWM Master Plan are listed below.

- Task 1 Create a Study Area Profile;
- Task 2 Define Study Goals and Objectives;
- Task 3 Develop Storm Sewer System and Water Quality Models;
- Task 4 Evaluate SWM Alternatives;
- Task 5 Identify the Preferred SWM Strategy;
- Task 6 Conduct Public Consultation Ongoing throughout the Master Plan;
- Task 7 Develop an Implementation Plan; and
- Task 8 Draft and Finalize the SWM Master Plan Report.

The SWM Master Plan will take approximately 18 months to complete.







COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services
DATE	December 5, 2008
SUBJECT	GO Transit EA for Rail Service Extension
REPORT NUMBER	08-125

RECOMMENDATION

"THAT the Community Design and Development Services Report 08-125, dated December 5, 2008, on 'GO Transit EA for Rail Service Extension' be received;

THAT Council inform the GO Transit EA Project Team of the City's preference to use the existing Downtown VIA Station site as the location for a future GO Station in Guelph;

THAT Council direct City staff to work with GO Transit EA Project Team to identify local bus connections and parking, as well as improvements to the VIA Station and the surrounding area that will be required to accommodate initial GO Rail service, as described in this report;

AND THAT Council direct the City Clerk to forward the Council Resolution and Staff Report to the GO Transit EA Project Team, Wellington County Council, and Liz Sandals, MPP, for their information."

BACKGROUND

GO Transit is carrying out an Environmental Assessment (EA) study for extending GO rail service from Georgetown to Guelph/Kitchener. The purpose of the study is to determine the demand for rail travel and identify station locations, layover facilities and track improvements between Georgetown and Kitchener over a planning horizon of 2011 to 2031.

Burnside Associates are providing consulting services for the EA study, and City and Wellington County staff have been working with the EA Project Team comprising representatives from GO Transit and Burnside Associates.

A Public Information Centre (PIC) was held on September 23, 2008, and a second PIC is expected to be held in the early part of 2009. The EA study is expected to be completed by April, 2009.

At the September PIC, three sites in Guelph were identified as potential station locations, namely, the Downtown VIA Station, Watson Road/York Road and Paisley Road/ Silvercreek Parkway (Lafarge lands). Other potential station locations have been identified in Halton Hills (two locations in Acton) and Kitchener (Breslau and Kitchener Downtown). A layover site has also been identified in Kitchener. (See attached Figures)

The purpose of this report is to provide background information to Council on the suitability of the existing downtown VIA Station as the location for the future GO Station in Guelph, and to identify the supporting initiatives necessary to accommodate the extension of GO Rail service to Guelph using this station.

REPORT

The GO Transit EA for extending rail service west of Georgetown to Guelph and Kitchener will address the infrastructure requirements for starting an initial rail service by 2011 and for expanding the service to ultimate levels by 2031.

Initial service will involve four GO trains operating from Kitchener to Toronto during the morning peak period and returning during the afternoon peak period. This service will be in addition to the current VIA service to/from Toronto comprising 3 daily trains in each direction.

Subsequent service expansion could include service during off-peak periods, as well as additional two-way service connecting Guelph to Georgetown and Kitchener, similar to the service possibilities identified in the North Mainline Rail Service Business Plan prepared in 2005 by North Mainline Municipalities including Guelph.

The infrastructure requirements for extending GO Rail service will vary from using existing station facilities and tracks with necessary improvements for the initial service, to undertaking further station upgrades including new stations, if required, along with significant track improvements to accommodate ultimate service levels.

Station Location

The GO Transit EA has identified the following criteria, including specific measures for each criterion, for selecting station locations, layover facilities and track improvement sites:

- Natural Environment (impacts to sensitive sites, habitats, floodplains/waterways)
- Social/Cultural Environment (land use compatibility, heritage, noise/air quality impacts, property requirements)
- Technical Considerations (impact on existing rail operations, mode choice benefits, road/rail safety, emergency services, utilities, construction staging, station amenities and spacing)
- Financial Considerations (capital cost, operations & maintenance cost, property acquisitions cost)

All of the three station sites in Guelph identified as potential locations in the GO Transit EA (i.e. the Downtown VIA Station, Watson Road/York Road and Paisley Road/ Silvercreek Parkway), generally satisfy the above-noted criteria. However, of the three locations, the Downtown location centered on the existing VIA Station is superior to the other two locations based on the following considerations:

- Little or no impacts on the natural environment
- High land use compatibility, positive impacts on the Downtown and low property requirements
- Conformity with technical requirements relating to rail operations, vehicular access and parking, transit connections, emergency services, utilities and potential for expansion
- Financial advantages in terms of existing station facilities, minimal property requirements, and available services

In addition, the Downtown location is central to all parts of the City and surrounding areas of the County. More than the other two locations, the Downtown site will reinforce the implementation of Guelph's Local Growth Management Strategy, developed within ambit of the Provincial Growth Plan, particularly in regard to meeting intensification targets and Transit Oriented Development (TOD) objectives.

It is, therefore, consistent with City and Provincial policies for Council to support the exiting Downtown VIA Station site as the location for the future GO Station in Guelph.

The use of the VIA Station site as the GO Station will require a number of supportive initiatives to be undertaken both by the City and GO Transit, corresponding to the initial service in 2011 and the future ultimate service by 2031.

Supporting Initiatives for Initial Service (2011)

The initiatives required for starting the initial service by 2011 include the following:

(a) Parking: GO Transit has indicated that about 210 parking spaces will be required for GO patrons at the time of the initial service in 2011. These spaces can be provided taking into account the redistribution in the use of parking in the Downtown that will occur after the completion of the Wilson Street Parking Facility. The City will finalize parking arrangements with GO Transit during the design phase after the completion of the EA.

(b) Local Transit Connection: GO Transit encourages bus-rail connection at GO Stations to minimize parking requirements and to encourage seamless transit usage by patrons. Although ideal, it is not practical to rely on 100% local transit connection to GO Rail service especially at the initial stage. However, staff in consultation with GO Transit and through the Guelph Transit Strategy and Growth Study will develop transit routing and scheduling arrangements to provide maximum bus connections to the GO Station site from the first day of the initial GO Rail service. City Staff will also make every effort to achieve fare-integration between Guelph Transit and GO Transit prior to the start of the initial service.

(c) CNR Overpass at Wyndham Street: City Staff are exploring the possibility of upgrading the overpass bridge structure as part of Wyndham Street reconstruction. It would be advantageous to complete the bridge reconstruction prior to the commencement of initial service and increase in train traffic. Staff are also exploring the possibility of cost-sharing the reconstruction between the City, GO Transit, Railway Agencies, and senior levels of government. The City's share will be paid from Development Charges contributions.

Supporting Initiatives for Ultimate Service (2031)

The ultimate service level will require potentially increased parking, higher level of local transit connections, as well as appropriate station expansions potentially involving property requirements. Based on preliminary and conceptual assessments these additional requirements can be accommodated at the downtown VIA Station site using either side of the CN tracks as appropriate. As these initiatives are required over the long term, they could be addressed during the twenty years after the start of the initial service. The same principle of cost sharing (Municipality-Provincial-Federal) will likely be applicable and the City's share of the COS of long term improvements could be included in future revisions of the DC By-Law.

CORPORATE STRATEGIC PLAN

The location of the future GO Station at the current VIA Station site in the downtown is consistent with the following goals in the 2007 Strategic Plan:

- Goal #1 An attractive, well-functioning and sustainable city; and
- Goal #6 A leader in conservation and resource protection/enhancement.

Specifically, the following strategic objectives apply to the Alternative Development Standards Review:

- 1.2 Municipal sustainability practices that become the benchmark against which other cities are measured;
- 1.4 A sustainable transportation approach that looks comprehensively at all modes of travel to, from and within the community;
- 6.2 Less total greenhouse gases for the City as a whole compared to the current global average; and
- 6.5 Less energy and water per capita than any comparable Canadian city.

FINANCIAL IMPLICATIONS

The cost estimates for improvements to station facilities, supporting initiatives and track improvements in the Study Area will be developed by GO Transit, following the completion of the EA. GO Transit will then start cost-sharing discussions with Study Area Municipalities including Guelph and other agencies as appropriate.

DEPARTMENTAL CONSULTATION

The following service areas were consulted in preparing this report: Economic Development, Planning, Traffic Parking and Transit.

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment #1 – Study Area Attachment #2 – Station Alternatives-Guelph-Downtown Attachment #3 – Station Alternatives-Guelph-Watson Road Attachment #4 – Station Alternatives-Guelph-Lafarge Site

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Prepared By: Rajan Philips, P.Eng. Manager, Transportation Planning and Development Engineering (519) 822-1260 ext. 2369 rajan.philips@guelph.ca

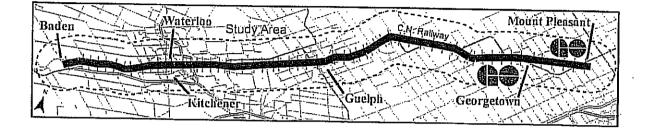
Recommended By: Richard Henry, P.Eng. City Engineer (519) 822-1260 ext. 2248 richard.henry@guelph.ca

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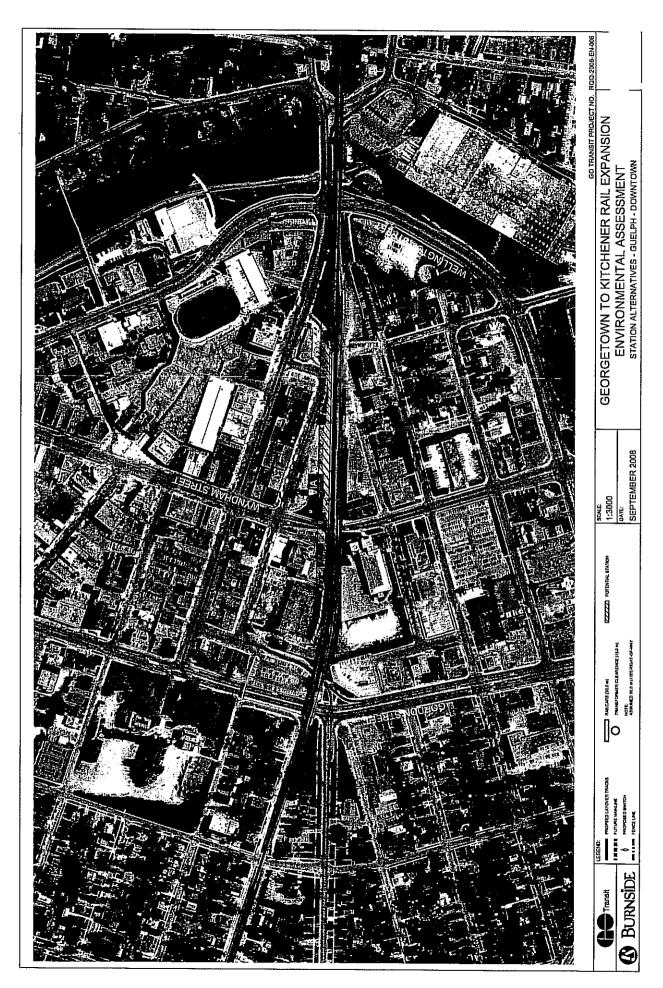
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Recommended By: Jim Riddell Director, Community Design and Development Services (519) 822-1260 ext. 2361 jim.riddell@guelph.ca

Attachment #1 – Study Area



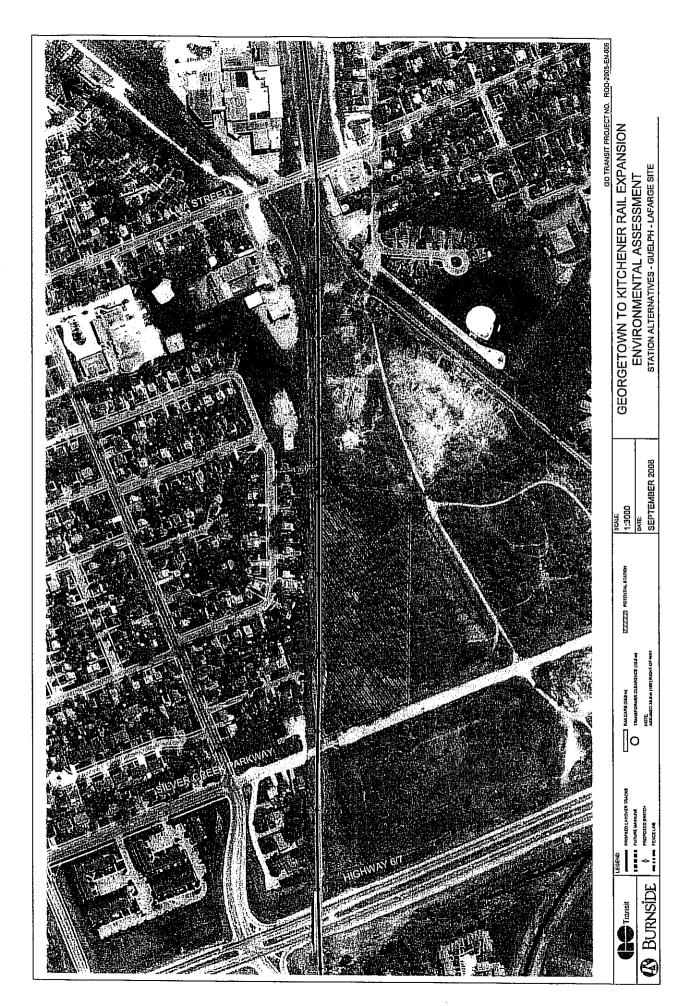
Attachment #2 - Station Alternatives - Guelph - Downtown



Attachment #3 – Station Alternatives – Guelph – Watson Road



Attachment #4 – Station Alternatives – Guelph – Lafarge Site



COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services Friday, December 5, 2008
SUBJECT REPORT NUMBER	Sign By-law Exemption Request for the 72 Carden Street 08-115

RECOMMENDATION

"THAT Report 08-115 regarding sign variance requests for 72 Carden Street from Community Design and Development Services, dated December 5, 2008, BE RECEIVED and;

THAT, the request for variances from the Sign By-law for 72 Carden Street to permit six building signs below a clearance of 2.4 metres attached perpendicular to the wall and to allow two portable signs with a height of 1.6 metres with a separation distance of 3 metres, in lieu of the by-law requirements, BE REFUSED."

BACKGROUND

The City of Guelph has received a Sign By-law Variance request for 72 Carden Street (see Schedule "A"- Location Map) on behalf of the business owner (Fuji Restaurant). The owner has installed three building signs and also has placed two portable signs on the property without permit. Staff advised the owner of the permit requirements and the non-compliance with the Sign By-law (1996)-15245. The owner subsequently applied for sign variances.

REPORT

The subject property is zoned CBD.1 Building signs in the Central Business District are regulated by Table 1, Rows 1 to 3 of the Sign By-law. The Sign By-law permits one sign only to be situated perpendicular to the building face. The maximum permitted size for the sign is 0.6 m^2 (6.4 square feet) and these building signs under this application comply with the maximum size. The minimum clearance from ground level is 2.4 metres (7.8') for safety reasons (possible obstruction to pedestrians regarding height). Three signs have been installed with the intent of installing three more. The clearance from ground for the existing signs is 1.7 metres (5.5'). Portable signs in the Central Business District are regulated by Table 5, Row 1 of the Sign By-law. The signs that have been installed at the Fuji Restaurant are shown on Schedule B- Signs and Locations. These signs have a height of 1.6 metres (5.2') and a separation distance of 3 metres (10').

The requested variances are as follows:

Building Sign (Central Business District CBD.1 zone)	By-law Requirements	Request
Permitted Location	1 sign with a maximum size of 0.6 m² located perpendicular to the building face	6 signs located perpendicular to the building face
Minimum Clearance required above ground surface	2.4 metres	1.7 metres
Portable Sign (Central Business District CBD.1 zone)	By-law Requirements	Request
Maximum Height above adjacent roadway	1.0 metre	1.6 metres
Minimum Required Separation Distance	10 metres	3 metres

Staff are recommending refusal of the application because of concerns with the overall number of signs proposed within one business address in the Central Business District and the low height causing a safety concern for pedestrians. The building signs are advertising the product available inside and this is already shown in the front windows (see Schedule B- Signs and Locations). The Sign By-law allows only one sign with a perpendicular projection due clutter and aesthetic concerns in regards to Urban Design. The portable signs are removed daily; however they are above the permitted height and separation distance and can also be illuminated which is not permitted by the by-law. One portable sign would be permitted provided that the height was reduced and there was no illumination.

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

CORPORATE STRATEGIC PLAN: An attractive, well functioning sustainable City

FINANCIAL IMPLICATIONS: N/A

DEPARTMENTAL CONSULTATION: Urban Design- Stacey Laughlin

• No concerns with building signs from an Urban Design perspective. Safety concerns to be maintained.

COMMUNICATIONS:N/A

ATTACHMENTS

Schedule "A"- Location Map Schedule "B"- Signs and Locations

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

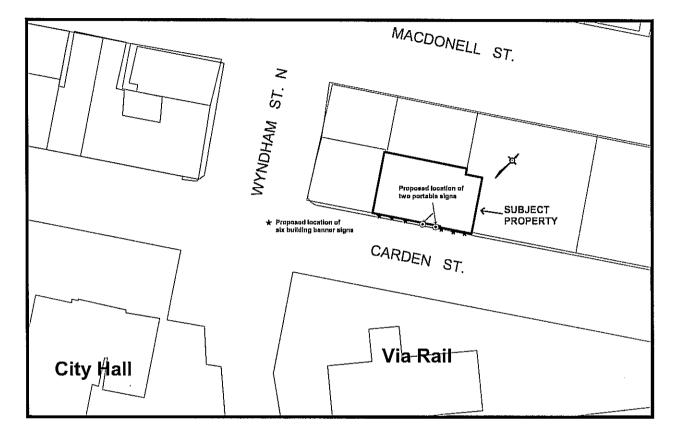
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Recommended By: Jim Riddell Director, Community Design and Development Services 837-5616 ext. 2361 jim.riddell@guelph.ca

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SCHEDULE "A"



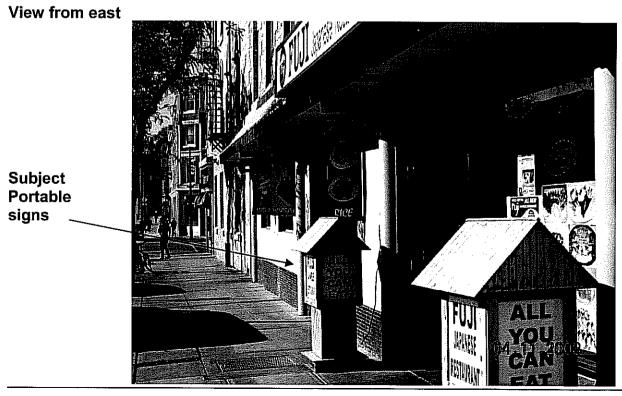


SCHEDULE "B"

SIGNS AND LOCATIONS

Building and Portable Signs- view from west





Front view



.

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA	Community Design and Development Services, Building Services
DATE	December 5, 2008
SUBJECT	SIGN BY-LAW VARIANCE FOR GUELPH MEDICAL PLACE AT 83 DAWSON ROAD
REPORT NUMBER	08-121

RECOMMENDATION:

"THAT Report 08-121, regarding a sign variance for 83 Dawson Road from Community Design and Development Services, dated December 5, 2008, BE RECEIVED and;

THAT, the request for a variance from the Sign By-law for 83 Dawson Road to permit one freestanding sign to be situated with a setback of 5 metres (16.4') from the front property line and a side yard setback of 1 metre (3.2') and a size of 22.3 square metres in lieu of the by-law requirements, BE APPROVED."

BACKGROUND:

Guelph Medical Place, located at 83 Dawson Road (see Schedule "A"- Location Map) has requested variances from the Sign By-law to permit the relocation of an existing freestanding sign to the Dawson Road frontage. The existing freestanding sign was installed in 1992 by way of a sign permit. The layout of the parking and access to the site has changed since that time, leaving the existing sign redundant in its present location (which is at the northeast corner of the property along Edinburgh Road adjacent to the railway). The applicant proposes to move the existing sign to the Dawson Road frontage. The property is zoned SC (Service Commercial) 1-14.

Variances are required for:

- permitted location of 5 metres from the front property line in lieu of the required 6 metres. If the sign is setback 1 metre to 6 metres then the height is restricted to 4.5 metres (14.7') in height. If setback 6 metres or greater, then the height is 7 metres (23')
- 1 metre from the side property line in lieu the required 3 metres
- Overall size of 22.3 square metres in lieu of the permitted 4.5 square metres. Sign face size is based on the frontage of a site. The sign is permitted a size of 0.3m² for every 1 metre of frontage. This would allow a sign size of 4.5 square metres. The existing sign is 22.3 square metres.

REPORT:

Guelph Medical Place is located at 83 Dawson Road. Variances are required from the Sign By-law due to the narrow frontage on Dawson Road. The existing 15 metre (49.2') frontage restricts the size and placement of the relocated sign (see Schedule B- Existing Sign and Schedule C-

Proposed Sign Location). Additionally, the views of the sign would be blocked by existing trees on Dawson Road if put to a complying location of 6 metres back and 3 metres from the side property line. The sign would be ineffective in terms of property identification. The requested variances are as follows:

Freestanding Sign (Service Commercial SC.1-14 zone)	By-law Requirements	Request
Maximum Sign Face Area per Face	0.3 m ² for every 1 metre of frontage (15m frontage permits 4.5 square metres	One freestanding sign with a size of 22.3 square metres
Permitted Location on Private Property	On private property and at least 6 m away from a nearest public road allowance and at least 3.0 m away from any adjacent property	One freestanding sign with a setback of 5 m from the public road allowance and 1 m from the side property line

The requested variances from the Sign By-law for the location and size of one freestanding sign is recommended for approval because:

- The sign has existed on site in another location for 16 years
- The sign will not adversely impact adjacent land uses. The property is abutted to the south by an existing trucking warehouse. The sign will not create any sight line interference when accessing this property. The property to the north is occupied by an existing banquet hall which is mainly used on weekends. The proposed sign will not create sight line concerns for this property either. Across the street are an existing service commercial mall and industrial uses.
- To install the sign in a complying location would lessen the overall effectiveness of the sign

The applicant has been advised of our recommendation and of the date, time and location of this meeting.

CORPORATE STRATEGIC PLAN: An attractive, well functioning sustainable City

FINANCIAL IMPLICATIONS: N/A

ATTACHMENTS

Schedule A- Location map Schedule B- Proposed Sign Schedule C- Proposed Sign Location

Prepared By: Pat Sheehy Senior By-law Administrator 837-5616 ext. 2388 patrick.sheehy@guelph.ca

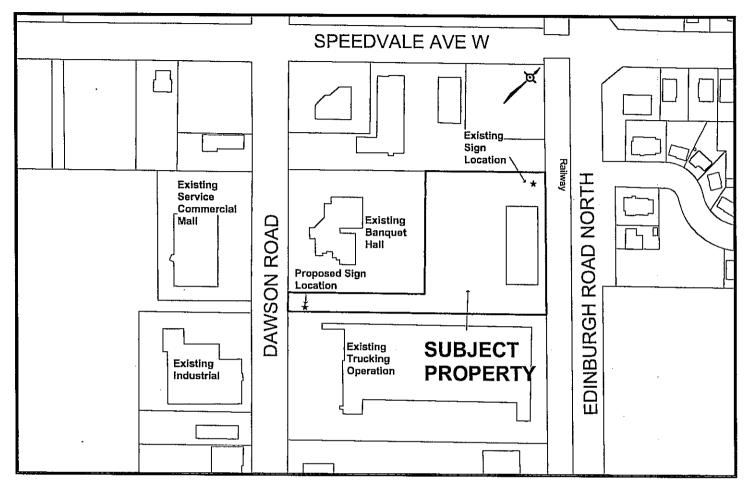
addl

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

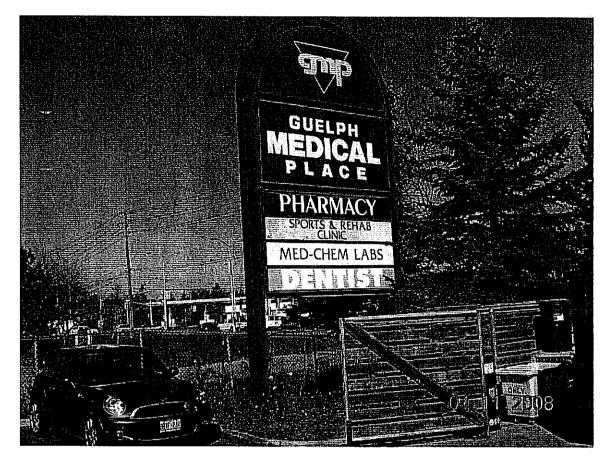
T:\Planning\CD&ES REPORTS\2008\83 Dawson Road- Sign Variance (08)-(121).doc

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

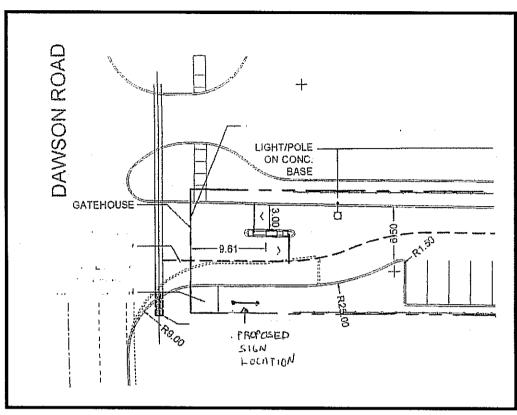
SCHEDULE A LOCATION MAP



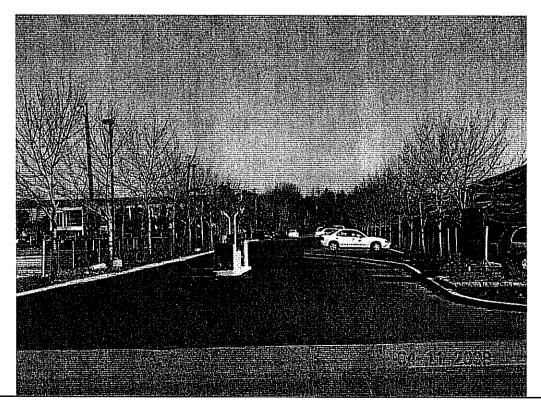
SCHEDULE B EXISTING SIGN



SCHEDULE C PROPOSED SIGN LOCATION



View from Dawson Road entrance



COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services December 5, 2008
SUBJECT	NOTICE OF INTENTION TO DESIGNATE 9 DOUGLAS ST. PURSUANT TO THE <i>ONTARIO HERITAGE ACT</i>
REPORT NUMBER	08-126

RECOMMENDATION

THAT Report 08-126, dated December 5, 2008 from Community Design and Development Services, regarding the heritage designation of 9 Douglas St. be received;

AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 9 Douglas St. 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 9 Douglas St. be designated under Part IV of the *Ontario Heritage Act*. The property is located on the east side of St. George's Square in downtown Guelph (see Attachment 1). The property dimensions are 4.75 m by 28.16 m (15.6 feet by 92.4 feet) with a lot area of approximately .01 ha. (.03 acre).

The property was part of a severe fire in the spring of 2007 which caused extensive damage to the adjacent Brownlow/Gummer building and Victoria Hotel. The building at 9 Douglas St. retained its exterior shell but all interior finishes were lost. On June 23, 2008 City Council authorized the Mayor and City Clerk to enter into a Financial Assistance Agreement with the owner subject to a number of conditions including the designation of the site under the *Ontario Heritage Act*.

The two storey stone commercial building, built in 1878, is constructed of locally quarried limestone and pale yellow brick. Designed in the Late Italianate style, the building has a low sloped shed roof, projecting architraves to semi-elliptical window heads, incised arch stones and paneled keystones, and a paneled and denticulated cornice. The building is adjoined to the north wall of the Brownlow/Gummer

building. Contextually, the building is situated along Douglas Street, one of the first officially recognized streets following Guelph's inception as a Town in 1856.

The property is linked to two of the most prominent families in the history of Guelph, the Tovell and Mitchell families. The Tovell and Mitchell families ran an undertaking business on the site. The Mitchell home was located next to the undertakers shop in 1892 but was demolished in 1967 and replaced with a parking lot.

Aside from the undertaking business, the building has been used by a variety of retail businesses including a barbershop, wig and beauty salon, bookstore and most recently a women's clothing store (Stelle). A full description of the history and cultural heritage value of the property is described in Attachment 2 – Heritage Guelph Background Report.

The owner of the property is supportive of the designation. Heritage Guelph is pleased to recommend this property for heritage designation.

REPORT

The two storey stone commercial building located at 9 Douglas St. 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 9 Douglas St. 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, if no objections have been filed, Council may choose to pass a by-law registering the designation of the property on title. In the event of an objection, a Conservation Review Board hearing is held and following the issuance of the Board's report findings, Council may decide to withdraw the Notice and not proceed with the designation or it may choose to pass the by-law registering the designation of the property on title.

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. The historic designation of the structure is one of the conditions included in a Financial Assistance Agreement being drafted for the property under the City's Heritage Redevelopment Reserve.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

None.

DEPARTMENTAL CONSULTATION

At the July 14, 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.

ATTACHMENTS

Attachment 1 - Location Map

Attachment 2 – Heritage Guelph Background Information Report: 9 Douglas St. Attachment 3 – Designation Assessment – Criteria for Determining Cultural Heritage Value or Interest

Attachment 4 – Statement of Reasons for Designation

Prepared By:

Joạn Jylanne Senior Policy Planner 519 837-5616 x 2519 joan.jylanne@quelph.ca

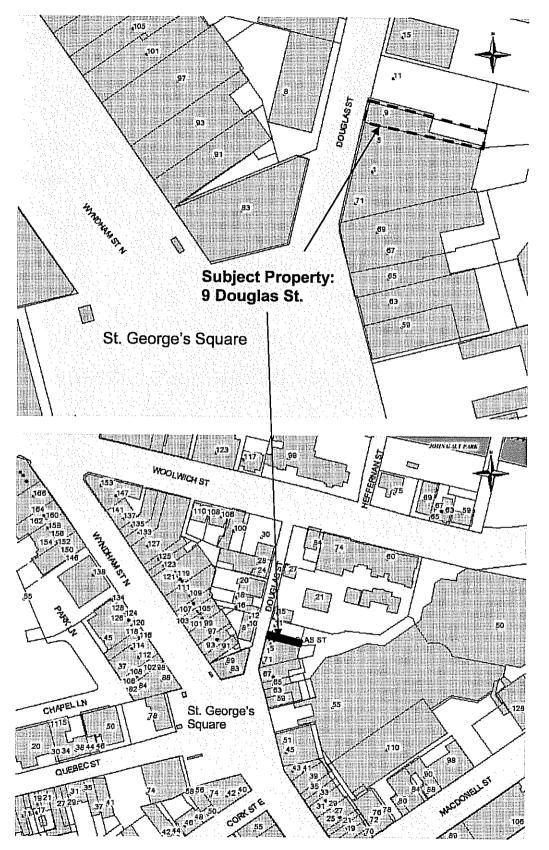
Resommended By: Marion Plaunt Manager of Policy Planning and Urban Design 519 837-5616 x 2426 marion.plaunt@guelph.ca

Recommended By: Paul Ross Chair, Heritage Guelph

1=10

Recommended By: James N. Riddell Director of Community Design and Development Services 519 837-5616 x 2361 jim.riddell@guelph.ca

Attachment 1 - Location Map

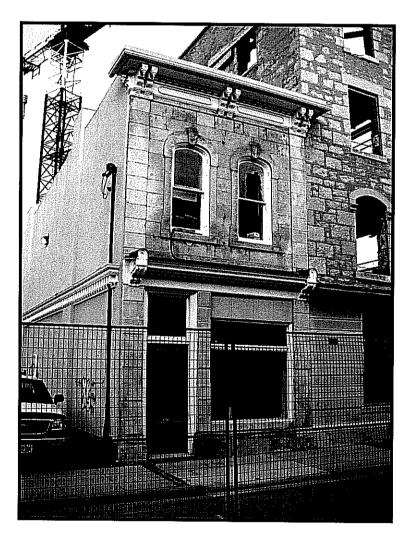


Attachment 2 – Heritage Guelph Background Information Report: 9 Douglas St.

City of Guelph *Heritage Guelph (The Municipal Heritage Committee)*

Background Report for Proposed Heritage Designation

9 Douglas Street



Prepared By: James Jackson July 2008

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Cover Photo: #9 Douglas from the north, July 2008

Source: James Jackson

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1.0 Introduction:

This report contains information gathered on behalf of Heritage Guelph, the City of Guelph's Municipal Heritage Advisory Committee, as background for the assessment of the cultural and historical value of the stone building located at 9 Douglas Street. The report includes: a description of the property and its location; a review of various historical and contemporary sources linked to the history of the property, including tax assessment rolls and newspaper clippings; a statement of the cultural heritage attributes of the property and; numerous photographs and maps of the site.

The stone building at 9 Douglas Street, built in 1878, remains as one of the oldest stone commercial buildings in the heart of downtown Guelph. Contextually, the building is situated along Douglas Street, one of the first officially recognized streets following Guelph's inception as a Town in 1856.

One of the earliest and most successful undertaking businesses in the City of Guelph was located at 9 Douglas Street. The property is also closely associated with one of the most powerful families in Guelph's early history, the Tovell Family. The location of one of the first undertaking business in Guelph, established by James Tovell after his family arrival from England in 1832, is unknown and James Tovell was listed as a "Wandering Undertaker" upon his death in 1854. Following his death, his nephew Nathan Tovell assumed control of the business which he operated from his Nelson Street shop. In 1868, Nathan and an employee named John Mitchell purchased the business outright, and established their shop on the corner of Quebec Street and Wyndham Street. Around 1878 John Mitchell moved his portion of the business to Lot 18 on Douglas Street and operated it until his son A.M. Mitchell assumed control of the business in 1906. A.M. Mitchell was born in Guelph, and he emerged as one of the successful business men in Guelph's early 20th century history.

This building was damaged as part of the 2007 Easter fire which also destroyed the Gummer building and Victoria Hotel. While the structure avoided much of the damage inflicted by the fire itself, 9 Douglas Street was severely afflicted by smoke and water damage; the shell of the building remains, but all interior finishes were lost, including mechanical and electrical systems. Much of the damage was a result of humidity and mould which developed in the days and weeks following the fire. Furthermore, the roof was extensively damaged and needed to be replaced.

The current owners, Ella and Robert Ward, bought the building in 2005 and have confirmed that they are willing to have the property designated under the Ontario Heritage Act and that a Heritage Easement Agreement be entered on title of the property to further protect the designated elements.

2.0 Location and History of Property:

The property at 9 Douglas Street is actually located on part of two lots: Lot 18 and Lot 19. The Gummer Building is located on the other portion of Lot 19, and the former Mitchell home at 11 Douglas Street occupied the other portion of Lot 18. This has caused some confusion in the attempts to assess the land registry and tax rolls for 9 Douglas Street. The property has undergone numerous changes over the years, and has had a multitude of owners and tenants.

The lot is adjoined to the north wall of the Gummer Building on the east side of Douglas Street between St. George's Square on Wyndham Street North, and Woolwich Street (Figure 1, 2, & 3).

Despite its location near the heart of Downtown Guelph, Douglas Street is not one of the original roadways that John Galt laid out in his official plan for Guelph in 1827. In 1827, the area was referred to as Division A, Guelph Township. Any improvements done to streets were carried out by the appointed *Pathmasters*, who used statute labour to accomplish the tasks that needed to be done¹. There was never sufficient labour, however, to do more than simple road improvements and as a result very little progress was made in the development of Guelph's streets from 1830-1851.

Once Guelph's population surpassed 10,000 in 1855, a proclamation was made on December 26th whereby Guelph was incorporated as a Town, and subsequently divided into four wards: north, south, east, and west, with Douglas Street situated in the north ward. Due to this increased population, a number of informal roadways were also chosen to be formally designated and recognized by the Town, including Douglas Street. Effective January 1st, 1856 under Bylaw No. 55 of the Town of Guelph, Douglas Street received its name. The name is associated with John Douglass, a brewer who was among the first people to live in that area. That same bylaw also emphasized that the correct spelling of Douglas Street was, in fact, Douglass Street with a double 's' on the end. This spelling was done in a very inconsistent manner, and even the 1852 fire map for Guelph, drawn a mere six years after the street's inception, spells Douglas with one 's'.

On April 23, 1879 Guelph was incorporated as a City, and the number of Wards was again increased, this time to six: St. Patrick's; St. George's; St. John's; St. James's; St. Andrew's; and St. David's. Douglas Street was located in St. George's Ward. The property is legally described as: "Priors Block" Plan 8 Part Lot 18 and Part Lot 19, and is located in Ward 1.

3.0 Description of Property

The building at 9 Douglas Street is a two-storey structure built of locally quarried limestone, and pale yellow brick. It features a fine stone façade with well-styled stone craftsmanship, and is an excellent surviving example of the Late Italianate architectural style (Figure 4). Two large windows feature prominently on the second floor of the front façade and consist of: projecting architraves to semi-elliptical window heads, incised arch stones, panelled keystones, and a panelled and denticulated cornice (Figure 5). The north wall of 9 Douglas now faces a parking lot which had previously been the site of the Mitchell home, 11 Douglas, which was demolished in 1967. 11 and 9 Douglas Street were interconnected on the 2nd floor.

¹ The Statute Labour could vary, but was typically 2 days of labour per year from all able-bodied men.

The door opening is still visible on the interior of 9 Douglas, and this connection was required for the fact that undertakers needed to be available to their clients 24/7. Finally, the wall which faces the parking lot to the north was covered in stucco by the current owners in 2005.

4.0 Historical Background

Given the fact that it actually occupies part of Lot 18 and part of Lot 19 on Douglas Street, it was sometimes difficult to gain a clear understanding of which portions of land were passed to whom, and when.

Historically, the property is linked to two of the most prominent families in the history of the City of Guelph, the Tovell family and the Mitchell family.

Mark Tovell (1769-1844) was born in England, the son of a pay officer in the British Army. He was a farmer by trade and had a wife, Hannah, and five children: John, Samuel, Jonathan, James, and Mark Jr. They moved to Canada in 1832, making the eight-week passage from London to Quebec. Mark Tovell left his family in Hamilton for a month until he could secure a home in Guelph, and in July 1832, his family moved to Guelph. They lived in a house on the estate of Judge Johnson Ferguson-Blair on the outskirts of town. Mark Tovell farmed until his death in 1844, and was a respected member of the Guelph community.

His five sons went on to become much respected members of the Guelph community and prominent business men as well. John Tovell was a carpenter and joiner and lived the rest of his life in Guelph. Samuel Tovell was a farmer, just as his father had been, and settled on Lot 16, Con. 6 of Eramosa Township in 1841. He was a broad minded man, well respected, and an active member of the church. Johnathan Tovell rose to prominence as a City Counsellor for 27 years, and a Constable for over 50 years. Mark Tovell Jr. was a chair and cabinet maker, a carpenter, painter, and a natural mechanic. In 1871 he opened his harness and saddle shop, and in 1881 he built the Tovell Block, solidifying his position as one of the most prominent business men in the city. Finally, James Tovell became a carpenter, builder, and undertaker, and worked as a "Wandering Undertaker" with the exact location of his shop unknown.

Upon his death on June 17th 1854², James Tovell left very clear instructions in his final will and testament concerning what to do with the property he owned on Lot 18 Douglas Street.³ On page one of his will, James Tovell specifically referred to "Prior's Block" Lot No. 18, saying that it would go to his widow Maria for her sole use and benefit. There was a clause on page two however, that stated if his widow Maria were to marry again, she forfeited all use of this land and the rights were then to be transferred to their surviving children. This land transfer is reflected in the Tax Assessment rolls; in 1853 James Tovell is listed as the primary occupant of the home and owner of the property, yet in 1858 (the next available year of

² Dumfries Reformer, June 28th 1854.

³ Wellington County Estate Files, MS 638 Reel #23. June 24th, 1854.

documentation), his brother John is listed as an occupant of the property, with Maria Tovell listed as the property owner.

In February, 1872 Maria Tovell sold the entire property of Lot 18 Douglas Street to Donald Guthrie, and in March 1872 Guthrie sold the property to Mary Mitchell, the wife of John Mitchell, who had been listed as an occupant of the property since 1865. Likewise, in November 1874 John Howitt purchased the entire property of Lot 19 on Douglas Street, and from 1874 to 1881 he sold three portions of the lot to three separate buyers, including a portion to John Mitchell in February of 1878.

By examining the City of Guelph city plan of 1862, and fire map of 1875, it is clear that the stone structure now standing at 9 Douglas Street had not yet been built (Figure's 6 & 7 respectively). However, by the 1881 edition of these maps, the building on 9 Douglas is clearly visible along with the Mitchell home next door (Figure 8). John Mitchell and Nathan Tovell had been partners in the undertaking business at the corner of Quebec Street and Wyndham Street (Figure 9). Then, according to the tax assessment records, between 1878 and 1879 the taxes levied on 18 Douglas Street rose 33%, from \$1,800 to \$2,400. Moreover, the *Building Operations in Guelph Log* indicates that in 1878, John Mitchell had built an *undertakers wareroom* on Douglas Street which was two-storey cut stone with heavy cornices, which closely resembles the construction style of 9 Douglas St. to this day. This supports the date of construction for 9 Douglas Street as 1878, and marked the end of the Mitchell and Tovell partnership on Quebec and Wyndham Street.

The fire map from 1881 also shows the Mitchell home next door to the undertaker's shop, a reflection of the map's 1892 update. This fact is supported by an examination of the *Building Operations in Guelph Log* which, in 1892, reports a two-storey terra cotta brick building of modern design being built by John Mitchell on Douglas Street. There is an associated jump in the value of the property from 1892 to 1893. In 1892 the property was assessed at \$2,200 but in 1893 that value almost doubled to \$4,000 and this supports the fact that the home was built in late 1892. Likewise, by examining the map in person, it is clear that this portion of the fire map had new additions pasted over the previous map during the last revision in 1892.

John Mitchell was also listed as the primary occupant and owner of the property until 1898, when the Tax Assessment Rolls stop. In April, 1904 following the death of Mary Mitchell, John Mitchell was also named as the Grantee of all property on 18 Douglas Street.

John Mitchell, who also worked as a carpenter and cabinet maker for many years in Guelph, operated the undertaking business until his son A. M. Mitchell, an expert embalmer and graduate of the *Canadian School of Toronto* and the *Massachusetts School of Embalming*, assumed control of the family business in 1906. In Canada's early history, particularly in small towns such as Guelph, it was common for the town's cabinet maker to double as the town's undertaker and to build caskets for the deceased.

Over the past century, the property on 9 Douglas Street has seen various changes and a variety of different tenants. A.M. Mitchell lived at the house on 11 Douglas (Figure 10) until his death in 1952. After his death his wife continued to live there until 1964. The house was vacant until 1967, when it was demolished and a parking lot was established. The side wall where the home had stood continued to bare the evidence of the former structure (Figure 11) until 2005, when the new owners stuccoed over the wall and removed the roof-top gable (Figure 12).

Other than a few modifications made to the outer stone over the past century, very little has changed on the stone façade of 9 Douglas Street from 1878 to 2008. It has been occupied by, among others, a barbershop, a shoe shiner, a wig and beauty salon, a bookstore, and most recently, a women's clothing store (*Stelle*). The building survived the devastating Easter 2007 fire, which caused extensive damage to the adjacent Gummer Building and Victoria Hotel, relatively intact. The roof did need to be replaced, and the interior also suffered from water, mould, and smoke damage.

5.0 Summary

The designation of 9 Douglas Street will help to preserve its stunning 19th century stone construction. In conjunction with the restored façade on the Gummer Building and Victoria Hotel, the designation of 9 Douglas Street as a heritage property will continue to arouse the quaint, old-world feeling which Douglas Street has exuded for generations. The property has borne witness to the development of the City of Guelph, and its contextual link to historic Douglas Street makes it an important piece of the downtown streetscape. Finally, its historical association with the early Tovell family, as well as the successful Mitchell family business, renders it a site of cultural importance as well. The elements of the building to be protected include; the exterior walls, including the front and rear walls, including sills, surrounds, and dressings on the front façade; and the architectural details of the front façade, including all original door and window openings, the windows and storefront details, the parapet cornice, and the storefront awning.

6.0 Photographs and Maps

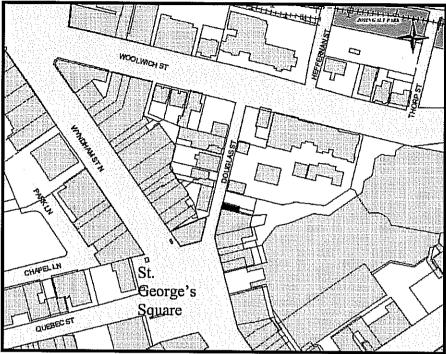


Figure 1: Aerial view of property, 9 Douglas Street, highlighted in black Source: City of Guelph, 2006

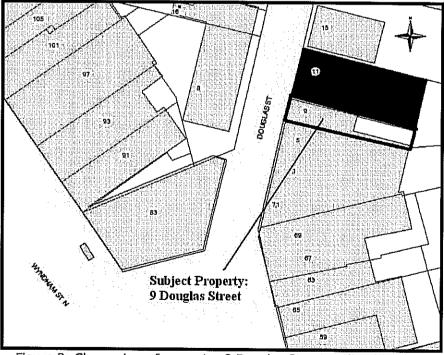


Figure 2: Closer view of property: 9 Douglas Street outlined in black & 11 Douglas Street (site of former Mitchell home) indicated by solid black Source: City of Guelph, 2006

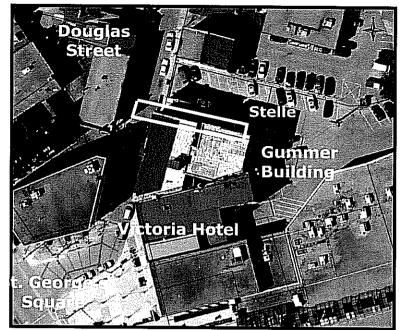


Figure 3: Orthographic aerial photo of 9 Douglas Street, outlined in white Source: The City of Guelph, 2006

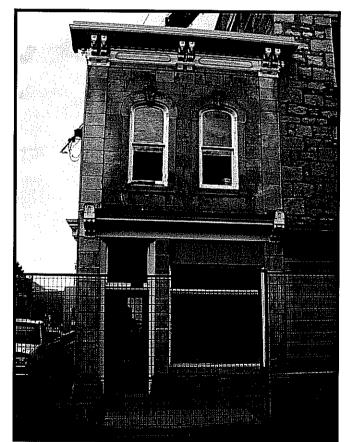


Figure 4: Front façade of 9 Douglas Street Source: James Jackson, July 2008

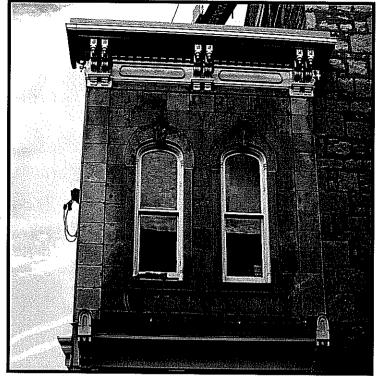


Figure 5: Prominent windows on front façade Source: James Jackson, July 2008



Figure 6: 1862 City Plan of Douglas Street. Notice James Tovell's name is still on the property Source: Guelph Civic Museum

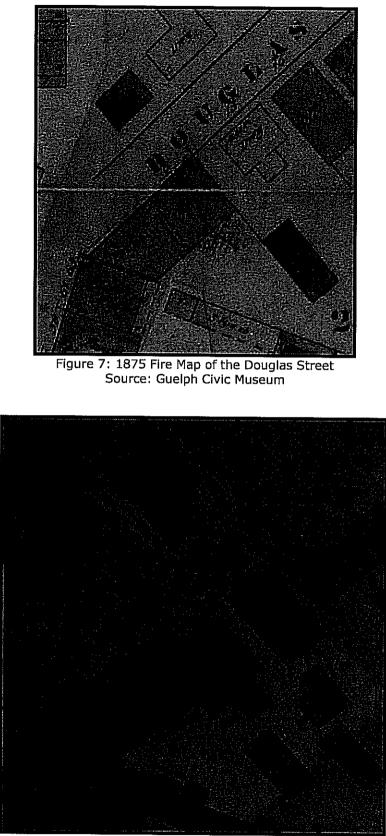


Figure 8: 1881 Fire Map of Douglas Street (Revised 1888 & 1892) Source: Guelph Civic Museum

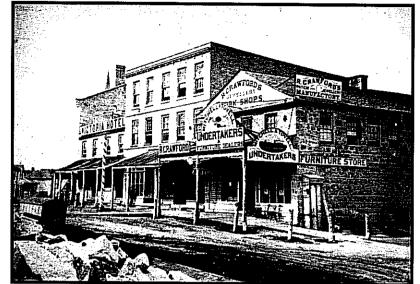


Figure 9: View of Mitchell & Tovell Undertakers on the corner of Quebec Street & Douglas Street, c. 1870 Source: Courtesy of Guelph Public Library Archives

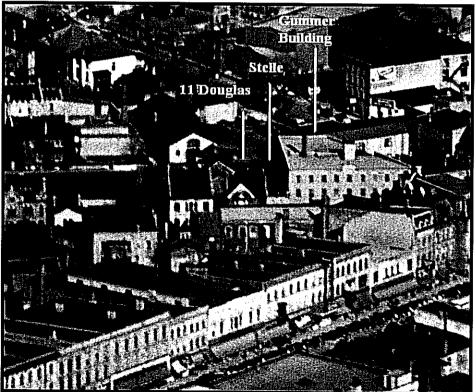


Figure 10: Aerial photo of downtown Guelph with Mitchell home, 11 Douglas Street. 1946 Source: City of Guelph Heritage Inventory File



Figure 11: Side view of 9 Douglas taken from the north; evidence of home at 11 Douglas still apparent Source: Burcher-Stokes Inventory of Heritage Structures in Guelph, 1995

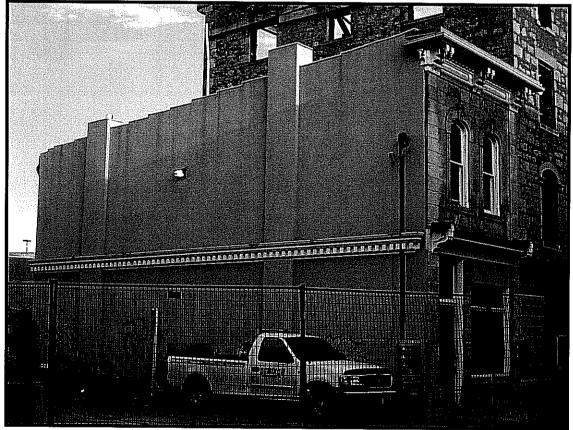


Figure 12: Side view of 9 Douglas taken from the north, stuccoed over in 2005 Source: James Jackson, July 2008

7.0 Sources: 7.1 Primary

Books and Articles

Abstract of Deeds for the City of Guelph, Plan 8 Priors Block, Lots 18 & 19, 1873-1972.

Guelph Land Registry Office Microfilm.

- 'Last Will and Testament of James Tovell, June 24th 1852.' *Wellington County Estate Files, MS 638 Reel #23. Guelph Public Library Microfilm*.
- Property Tax Assessment Rolls for the Town of Guelph, 1852-1898. *Guelph Public Library microfilm*.
- Vernon's City Directory for the City of Guelph, 1924-2002. Guelph Public Library microfilm.

Maps

- Cooper, Thomas W. 1862. *Map of the Town of Guelph in the County of Wellington Canada West.* Guelph Civic Museum.
- Goad, Chas E. 1881 (revised 1888 & 1892). *Insurance Plan of the City of Guelph.* Guelph Civic Museum.

Sandborn, D.A. August, 1875, Revised 1878. Fire Map for the Town of Guelph, Can.

Guelph Civic Museum.

7.2 Secondary

Books and Articles:

Biographical Sketches of Early Settlers of Wellington County. *Historical Atlas of the County of Wellington, Ontario.* Toronto: Historical Atlas Publishing Co. 1906.

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

Irwin, Ross W. Guelph: Origin of Street Names 1827-1997. Guelph, Ontario.

Newspapers:

'Deaths', Dumfries Reporter, June 28th 1854.

'Building Operations in Guelph Log' Guelph Evening Mercury, 1878-1892.

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

DESIGNATION ASSESSMENT

Property: 9 Douglas Street

Date: July 2008

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
The property has design value or	physical value because it	
is a rare, unique, representative or early example of a style, type, expression, material or construction method	one of the oldest remaining stone commercial buildings in the heart of downtown Guelph.	
displays a high degree of craftsmanship or artistic merit demonstrates a high degree of technical or scientific		
achievement		
The property has historical value	or associative value because it	
has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community	one of the earliest and most successful undertaking businesses in the City of Guelph was located at 9 Douglas Street. Also closely associated with two of the most influential and successful families of Guelph's early history, the Tovell and Mitchell families.	
yields, or has the potential to yield, information that contributes to an understanding of a community or culture		
demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community		
The property has contextual value		
is important in defining, maintaining or supporting the character of an area	contributes greatly to the historic and visual character of Douglas St. and St. George's Square.	
is physically, functionally, visually or historically linked to its surroundings	historically linked to the City's early businesses and representative of commercial structures near the City's central square.	
is a landmark	along with the Victoria Hotel and Brownlow/Gummer Building, 9 Douglas St is a prominent landmark near St. George's Square.	M

Attachment 4 – Statement of Reasons for Designation

WHY THE PROPERTY IS BEING DESIGNATED:

Built in 1878, the building at 9 Douglas Street is a two-storey structure built of locally quarried limestone and pale yellow brick. Designed in the Late Italianate style, the building has a low sloped shed roof, projecting architraves to semi-elliptical window heads, incised arch stones and paneled keystones, and a paneled and denticulated cornice. The building is adjoined to the north wall of the Brownlow/Gummer building.

Contextually the building, with its location along Douglas Street and its close affiliation with the Brownlow/Gummer Building and Victoria Hotel, provides important information about the commercial development of late 19th century Guelph. These buildings also encompass a key visual landscape in downtown Guelph, and help provide the old-world, 19th century charm of Douglas Street, one of the first officially recognized streets following Guelph's inception as a Town in 1856. The property is linked to two of the most prominent families in the history of Guelph, the Tovell and Mitchell families and was the site of one of Guelph's earliest and most successful undertaking businesses. The Mitchell home was located next to the undertakers shop in 1892 but was demolished in 1967 and replaced with a parking lot.

The building's link to the late 19th Century development of the City; association with a pair of prominent families in Guelph's history, the Tovell and Mitchell families; and its contextual value in defining the charm and character of the downtown streetscape of Guelph, in particular St. George's Square and Douglas Street; warrants its designation under Part IV of the *Ontario Heritage Act*.

WHAT IS TO BE PROTECTED BY DESIGNATION:

- The exterior stone walls, including the front and rear walls, including sills, surrounds, and dressings of the front façade;
- The architectural details of the front façade, including all original door and window openings, the windows and shopfront details, the parapet cornice and shopfront awning.

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.

COMMITTEE REPORT



то	Community Development and Environmental Services Committee
SERVICE AREA DATE	Community Design and Development Services December 5, 2008
SUBJECT	NOTICE OF INTENTION TO DESIGNATE 65 WYNDHAM ST. N. PURSUANT TO THE ONTARIO HERITAGE ACT
REPORT NUMBER	08-109

RECOMMENDATION

THAT Report 08-109, dated December 5, 2008 from Community Design and Development Services, regarding the heritage designation of 65 Wyndham St. N. be received;

AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 65 Wyndham St. N. 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 65 Wyndham St. N. be designated under Part IV of the *Ontario Heritage Act*. The property is located on the east side of St. George's Square in downtown Guelph (see Attachment 1). The property dimensions are 5.33 m by 35 m (17.5 feet by 115 feet) with a lot area of approximately .02 ha. (.05 acre).

The three storey stone commercial building, built circ. 1856-58, is constructed of locally quarried limestone. The building has tooled stone sills and a band course, five voussoir flat arch lintels, and a bracketed and moulded stone cornice. The original building had five bays and two street level shops. The south portion of the original structure was demolished in 1968 to make way for a new Canadian Imperial Bank of Commerce building. The remaining two bay section is one of the few nineteenth century buildings to survive on St. George's Square. The structure makes a significant contribution to the historic character of Guelph's downtown and contributes to our understanding of the layout and appearance of the square prior to the major redevelopments occurring around the area during the late 1960's and 1970's.

The property was originally awarded by the Canada Company in 1830 to an early settler of Guelph, James Hodgert Esq., who did the first weaving in town. After changing ownership a few times, Thomas Heffernan, a clothing merchant, purchased the lot in 1845. In 1876 the lot was subdivided into four new lots as part of Heffernan's estate.

The building has been used by a variety of retail businesses, most notably with the local pharmacy trade (Alex Stewart's Drugs (1890-1946/7), F.E. Wagner (1948/9 – 1961/2) and Stewart's Drug Store (1962/3 – 2000/01). The building's most recent use was as the West End Bakery. A full description of the history and cultural heritage value of the property is described in Attachment 2 – Heritage Guelph Background Report.

The owner of the property is supportive of the designation. Heritage Guelph is pleased to recommend this property for heritage designation.

REPORT

The three storey stone commercial building located at 65 Wyndham St. N. 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 Designation*, which includes the specific elements to be protected, is presented in Attachment 4.

This report recommends that a Notice of Intention to Designate 65 Wyndham St. N. 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, if no objections have been filed, Council may choose to pass a by-law registering the designation of the property on title. In the event of an objection, a Conservation Review Board hearing is held and following the issuance of the Board's report findings, Council may decide to withdraw the Notice and not proceed with the designation or it may choose to pass the by-law registering the designation of the property on title.

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 the August 11, 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.

ATTACHMENTS

Attachment 1 - Location Map Attachment 2 – Heritage Guelph Background Information Report: 65 Wyndham St. N., Stewart's Drugs Attachment 3 – Designation Assessment – Criteria for Determining Cultural Heritage Value or Interest

Attachment 4 – Statement of Reasons for Designation

Prépared By:

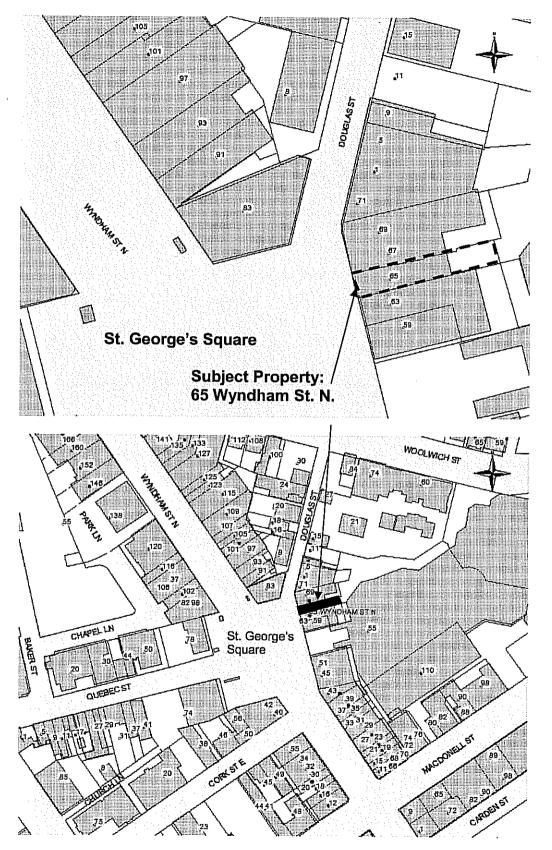
Jøan Jylanne Senior Policy Planner 519 837-5616 x 2519 joan.jylanne@guelph.ca

Recommended By: Paul Ross Chair, Heritage Guelph

Recommended By: Marion Plaunt Manager of Policy Planning and Urban Design 519 837-5616 x 2426 marion.plaunt@guelph.ca

Recommended By: James N. Riddell Director of Community Design and **Development Services** 519 837-5616 x 2361 jim.riddell@quelph.ca

Attachment 1 - Location Map



Attachment 2 – Heritage Guelph Background Information Report: 65 Wyndham St. N., Stewart's Drugs

CITY OF GUELPH

HERITAGE GUELPH (THE MUNICIPAL HERITAGE COMMITTEE)

BACKGROUND INFORMATION FOR PROPOSED DESIGNATION OF SITE

65 Wyndham Street North Stewart's Drugs



PREPARED BY: LIBBY PERCIVAL JULY 2008

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Figure 2. Detail of a *Plan of the Town of Guelph* drawn by John McDonald for the Canada Company, 1855. Source: Guelph Land Registry Office

Figure 3. Detail of Registered Plan 250, October 1876. Source: Guelph Land Registry Office

Figure 4. Details of a *Map of the Town of Guelph*, drawn by T W Cooper, 1862. Source: Guelph Civic Museum

Figure 5. Details of a bird's eye view of Guelph, drawn by H Brosius, circa 1872, Source: Guelph Civic Museum

Figure 6. Details of a Fire Insurance Plan of the Town of Guelph, Sheet 1, by D A Sanborn, August 1875 (revised by Chas E Goad January 1878), Source: Guelph University Library Archives

Figure 7. Detail of a Fire Insurance Plan of the Town of Guelph, by Charles E Goad, February 1881 (revised June 1888 and November 1892). Source: Guelph Civic Museum

Figure 8. Detail of a Fire Insurance Plan of the Town of Guelph, by Charles E Goad, February 1897. Source: Guelph Public Library microfilm

Figure 9. Detail of a Fire Insurance Plan of the Town of Guelph, by Charles E Goad, 1911. Source: Guelph Public Library microfilm

Figure 10. Detail of an Insurance Plan of the City of Guelph, March 1922 (revised October 1929), Underwriter's Survey Bureau Limited. Source: Guelph Civic Museum

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Figure 12. Photo of the buildings on Lot 49 Wyndham Street, circa 1858-68. Source: Guelph Public Library photo database

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Figure 14. Photo of C L Nelles' Book, Stationery and Wallpaper Store, c 1892. Source: Guelph Public Library photo database

Figure 15. Photo of St George's Square, circa 1896. Source: Guelph Public Library photo database

Figure 16. Photo of Alex Stewart's Drugs and Chemist, c 1900. Source: Robert Stewart, *A Picture History of Guelph*, page 153

Figure 17. Photo of interior of Stewart's Drugs and Chemist, c 1900. Source: Robert Stewart, *A Picture History of Guelph*, page 154

Figure 18. Postcard of St George's Square, 1955. Source: Wellington County Museum and Archives

Figure 19. Postcard of St George's Square, circa 1965. Source: Guelph Public Library Photo database

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Figure 22. Advertisement in Guelph's City Directory for 1882-83. Source: Guelph Public Library microfilm

Figure 23. Advertisement in C Acton Burrows, *The Annals of the town of Guelph*, *1827-1877*, *1877*, page 168. Source: http://www.ourroots.ca/e/page.aspx?id=593862

Figure 24. Photo of St George's Square, Guelph, taken from the west, July 2008. Source: Libby Percival

Figure 25. Photo of the north and east (rear) sides of the building at 65 Wyndham Street North, May 2008. Source: Libby Percival

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 65 Wyndham Street North, known as "Stewart's Drugs" for the purposes of heritage designation.

This report contains information that has been prepared to support the designation process, including an assessment of the property's cultural heritage value. The property is recommended for designation for its physical, contextual and historical value.

65 Wyndham Street North is a three storey stone commercial building, located on the east side of St George's Square in downtown Guelph. The building was originally constructed circa 1856-58 with five bays and two street level shops. However, the south part of the building (three bays) was demolished in 1968 to make way for the modern Canadian Imperial Bank of Commerce building.

The remaining portion of the building (two bays) provides a representative example of the vernacular commercial architecture of mid-nineteenth century Guelph. Constructed of locally quarried limestone, it makes a significant contribution to the historic character of Guelph's downtown district.

The history of this building is closely associated with the development of St George's Square as an early commercial node in Guelph. The building was occupied by a range of retail businesses, including Guelph's post office (1862–1876), Joseph Mimmack's barber shop (1867–1876), Mrs Janet Wright's Fancy Goods (1877–1888) and C L Nelles' Books, Stationery and Wallpaper (1891–1899). In later years, the building had a long association with the local pharmacy trade, beginning with Alex Stewart's Drugs (1890–1946/7), followed by F E Wagner (c 1948/9–1961/2) and Stewart's Drug Store (c 1962/3–2000/1). This association has contributed to the building's prominence in the social context of the community, as well as in the physical context of St George's Square.

65 Wyndham Street North is one of the few nineteenth century buildings to survive on St George's Square today. As such, it contributes to an understanding of the function and layout of this important centre prior to the major redevelopments of the late 1960s and 1970s.

2.0 Location of Property

Stewart's Drugs is located at 65 Wyndham Street North, within Ward 1 of the City of Guelph. The area has previously formed part of the North Ward of the Town of Guelph, and St George's Ward.

The property is located on the east side of St George's Square, between Douglas Street and the Quebec Street Mall.

The boundary of the property is legally described as: Lot 2, Plan 250.

The property has previously been described as: Part Lot 49, Plan 8.

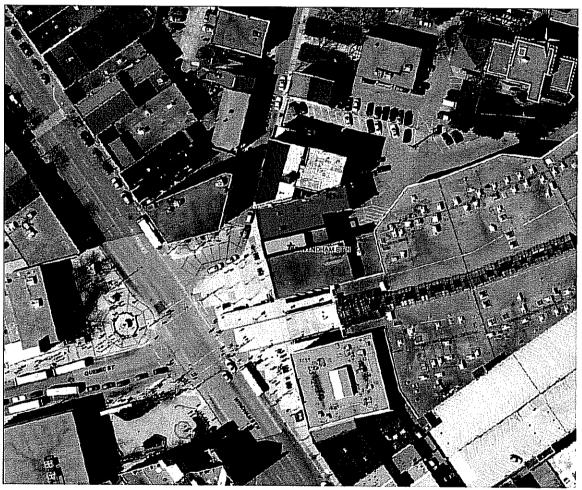


Figure 1. Aerial photo of 65 Wyndham Street North, Guelph. Lot 2, Plan 250 is outlined in red. This photo was taken prior to the fire that destroyed the adjacent building in 2007. Source: City of Guelph.

3.0 Assessment of Cultural Heritage Value or Interest

3.1 Design or Physical value

65 Wyndham Street North is a three storey stone commercial building located on the east side of St George's Square in downtown Guelph. The building was originally constructed with five bays and two street level shops. However the south part of the building (three bays) was demolished in 1968 to make way for the modern Canadian Imperial Bank of Commerce building.

Constructed of locally quarried limestone, the remaining portion of the building provides a representative example of the vernacular commercial architecture of mid-nineteenth century Guelph. The front façade has a relatively simple composition, featuring dressed limestone blocks, a parapet roof with a bracketed stone cornice, and flat arches over the windows. Two plain carved stone string courses mark the division between the stories. The side walls are constructed of random rubble.

3.2 Historical or Associative Value

The history of the building at 65 Wyndham Street North is closely associated with the development of St George's Square as an early commercial node in Guelph. It has also had a long association with the local pharmacy trade, particularly Stewart's Drugs. This association has contributed to the building's prominence in the social context of the community, as well as in the physical context of St George's Square.

Lot 49 on Wyndham Street was originally awarded to one of the first settlers in Guelph, as part of John Galt's scheme to attract skilled workers to the town and induce its growth as a commercial centre:¹

The Canada Company's offer of a town lot and house for the first weaving done in the town was awarded to the late James Hodgert, Esq., who had a loom running in the winter of 1827-8. This lot is situate on the corner of Quebec Street and St. George's Square, lately the property of the Messrs. Heffernan.²

The Abstracts of titles from Guelph's Land Registry office record that Hodgert received the title to the lot in October 1830, and sold it in April 1832.

In March 1845, the lot was purchased by Thomas Heffernan, a clothing merchant and a prominent member of the Irish Catholic community. The Heffernan family constructed three stone buildings on the lot, along the east side of St George's Square: Thomas Heffernan erected a two storey

¹ See Leo Johnson, *History of Guelph, 1827-1927*, 1977, pp 16-25.

² Robert Thompson, A Brief Sketch of the Early History of Guelph, 1977, p 7.

merchant building on the corner of Wyndham and Quebec Streets in 1848;³ a two storey hotel was constructed on the corner of Wyndham and Douglas Streets around 1856;⁴ and a three storey commercial building was erected in the middle, circa 1856-1858. The commercial building was divided into two shops, one slightly larger than the other. Early occupants of these shops included a shoemaker, Paepe Smith (1858), and an auctioneer, J B Forbes (1859-1860).⁵

The north part of the commercial building was subsequently occupied by another shoemaker, William Montgomery (c 1862-1865/6) and a barber, Joseph Mimmack (1867-1876), while the south part of the building housed Guelph's post office (1862-1876, see Figure 4), with Col William Kingsmill as the Postmaster.⁶

Col William Kingsmill was born in Kilkenny, Ireland in 1794. He joined the 66th Regiment of the army at 17 years old and came to Canada with the regiment in 1828. He retired from service as a Senior Captain, but went on to raise two regiments to serve in the rebellion of 1837 and subsequently had command of the 3rd Regiment of Incorporated Militia. He later served as Sheriff of the Niagara District for twenty years, before moving to Guelph in 1862. Kingsmill was appointed to the position of Postmaster on 1 May 1862.⁷ He held the position for 14 years until his death on 6 May 1876, aged 86 years. For much of this time, the postmaster's duties were performed by Kingsmill's deputy, Arthur Wells. Following Kingsmill's death, the post office was moved to a cheaper location, in the Hazelton Block on the west side of Upper Wyndham Street. It remained in this location until a grand new post office building was opened on St George's Square on 1 May 1878.⁸

On 3 October 1876, the executors of Thomas Heffernan's Estate subdivided Lots 48 and 49 into four new lots (Figure 3). The commercial building was split into two lots – the north part of the building was located on Lot 2, and

³ C Acton Burrows, The Annals of the Town of Guelph, 1877, p 60.

⁴ Property Tax Assessment Rolls, Town of Guelph: Denis Coffee, proprietor of the Victoria Hotel, is first listed as a Householder on Lot 49 in 1856.

⁵ Property Tax Assessment Rolls, Town of Guelph for the years 1857 and 1858 indicate that there are four buildings on Lot 49 Wyndham Street, one of which was 22 feet wide. An 1862 *Map of the Town of Guelph*, by Thomas W Cooper, indicated that there were three buildings on the lot (Figure 4), however it is likely that the commercial building was divided into two parts. The measurement of 22 feet is consistent with the south part of the commercial building. This division is also confirmed by later Fire Insurance Plans of the property (Figures 6-11).

⁶ Map of the Town of Guelph by Thomas W Cooper, 1862; Property Tax Assessment Rolls, Town of Guelph for the years 1862 to 1876.

⁷ C Acton Burrows, *The Annals of the Town of Guelph*, 1877, pp 123-124; John W Kelcher, The Guelph Post Office, *Historic Guelph* 21, 1981-82, pp 10-11, 13.

⁸ John W Kelcher, The Guelph Post Office, *Historic Guelph* 21, 1981-82, pp 13-17. Contruction on the new post office building began in April 1876 and was finished in April 1878.

the south part was located on Lot 3. Annie Flannery took possession of Lot 2, while Thomas A Heffernan took possession of Lot 3.

From 1877 until 1888, Mrs Janet Wright operated a "Fancy Goods" shop in the north part of the building, selling imported fabrics, patterns and toys (Figure 22). The occupants of the south part of the building included jewelers and watchmakers: Robert Crawford (c 1877-1878/9, Figure 23), John and David Kennedy (c 1880-1886).⁹

In April 1888, Annie Flannery sold Lot 2 to William F Barber. In the same, year, John A Nelles established a book, stationery and wallpaper shop in the north part of the building.¹⁰ In 1891, the lot was sold to John Crown, and John A Nelles sold his business to C L Nelles (Figures 14-15). C L Nelles moved the business to larger premises at 81 Wyndham Street in 1899.¹¹

The north part of the building was used as a pharmacy throughout the twentieth century, operated in turn by Alex Stewart (c 1899-1946/7), F E Wagner (c 1948/9 - 1961/2), and Stewart's Drug Store (c 1962/3 - 2000/1).¹²

Alex Stewart was born in Eramosa and graduated from the Ontario College of Pharmacy in 1889. He initially established his drug laboratory and pharmacy in the south part of the building in 1890. He moved his business to the north part of the building in 1899 (Figure 16-17). The 1908 *Souvenir Industrial Number of the Evening Mercury of Guelph* recorded that Stewart's business occupied all three floors: the first floor was devoted to the shop, which sold drugs and medicine, as well as physicians and nurses supplies; the second floor was used as a stock room; while bottles and glassware were stored on the third floor. The business also manufactured baking powder and flavouring extracts.¹³

Twentieth century occupants of the south part of the building included Misses E & H Ross' Fancy Goods, Daly's News Cigar Store, and the Province of Ontario Savings Office. The Canadian Bank of Commerce, which had constructed a three-storey bank building on the corner of Wyndham and Quebec Streets in 1883-1884, took over the south part of the commercial building in the late 1950s. The bank building and the south part of the

⁹ Property Tax Assessment Rolls, Town of Guelph for the years 1877 to 1888; Guelph's City Directory for 1882-83.

¹⁰ Abtracts of Titles, Land Registry Office; Property Tax Assessment Rolls, Town of Guelph for the years 1889 to 1891.

¹¹ *The Royal City of Canada, Guelph and her Industries*, Souvenir Industrial Number of the Evening Mercury of Guelph, Canada, 1908, p 51; Guelph's City Directories for the years 1889 to 1899. ¹² Guelph's City Directories for the years 1901 to 1979.

¹³ *The Royal City of Canada, Guelph and her Industries*, Souvenir Industrial Number of the Evening Mercury of Guelph, Canada, 1908, p 15.

commercial building were subsequently demolished in 1968 to make way for an enlarged Canadian Imperial Bank of Commerce building.

In 2001 the north part of the commercial building was taken over by the West End Bakery. The bakery was relocated in 2007 following a substantial fire in the neighbouring Victoria Hotel building.

3.3 Contextual Value

The building at 65 Wyndham Street North makes a significant contribution to the historic character of Guelph's downtown district, where the streetscape is dominated by nineteenth century commercial buildings constructed of local limestone.

That being said, this modest building is one of the few nineteenth century buildings to survive on St George's Square today. As such, it contributes to an understanding of the history and layout of this important commercial node prior to the major redevelopments of the late 1960s and 1970s.

65 BURNI SE 34° 10'N N.S. NI 202 Inmin ī e . E , S. 30, 98 105 104 103 MSDONNELL 8 2 Store?

Figure 2. Detail of a *Plan of the Town of Guelph* drawn by John McDonald for the Canada Company, 1855. The Heffernan family constructed several commercial buildings on Lot 49, on the east side of St George's Square. Source: Guelph Land Registry Office

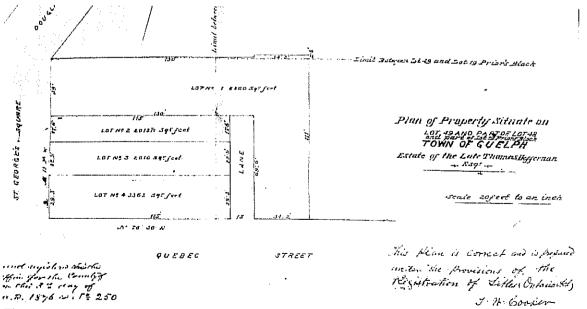
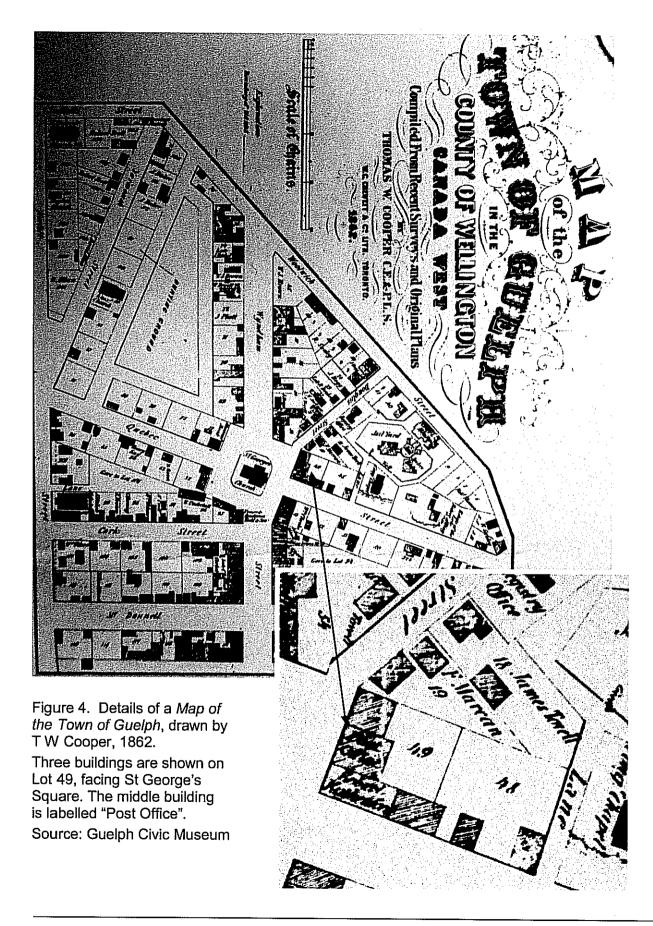


Figure 3. Detail of Registered Plan 250, October 1876. The plan shows Lot 49 and part of Lot 48 subdivided into four new lots. The north part of the building was located on Lot 2, the south part was located on Lot 3. Source: Guelph Land Registry Office

4.0 Maps and Photographs



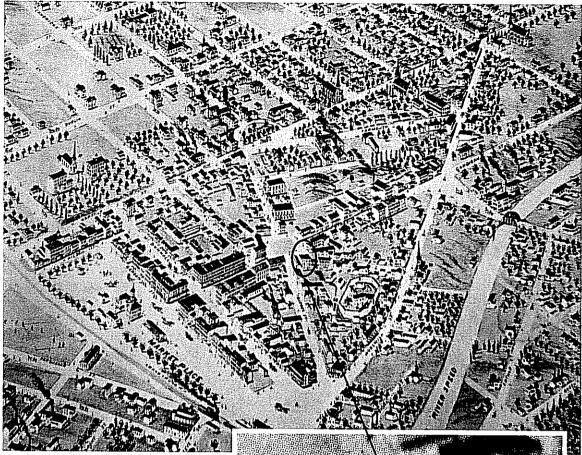
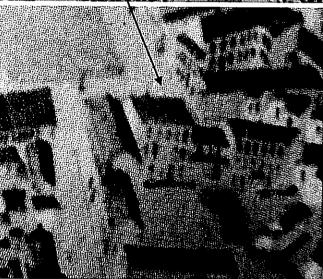
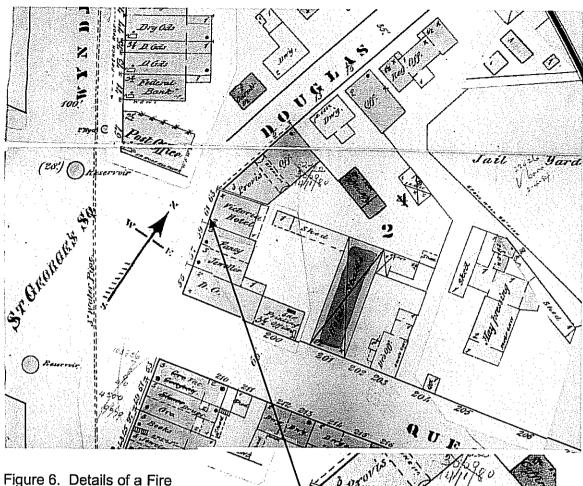


Figure 5. Details of a bird's eye view of Guelph, drawn by H Brosius, circa 1872.

The three storey, five bay stone commercial building constructed by the Heffernan family on Lot 49 is circled in red.

Source: Guelph Civic Museum





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Figure 6. Details of a Fire Insurance Plan of the Town of Guelph, Sheet 1, by D A Sanborn, August 1875 (revised by Chas E Goad January 1878)

Lot 2 formed the north part of a three storey stone building. In 1878, a Fancy Goods shop occupied this part of the building (No. 59), while a Jeweller occupied the south part of the building (No. 57). The buildings on either side, The Victoria Hotel and a Dry Goods shop, were still two stories tall at this date.

Source: Guelph University Library Archives

Attachment 2 Page 14 of 25

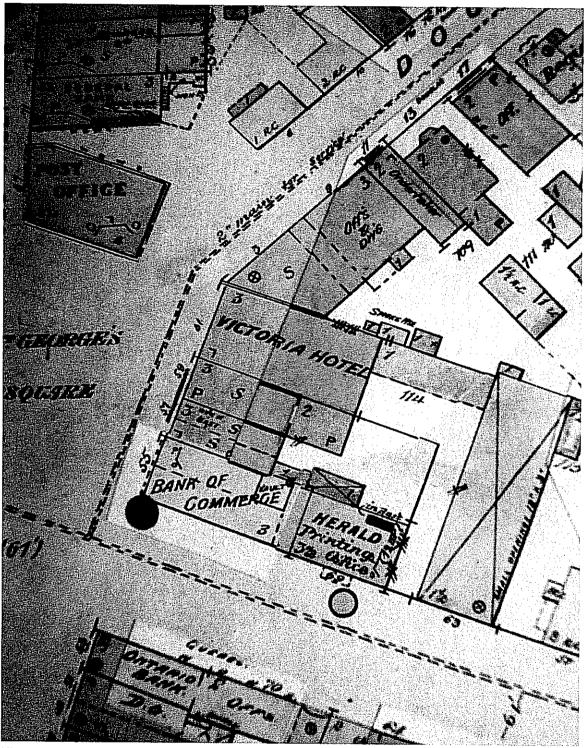


Figure 7. Detail of a Fire Insurance Plan of the Town of Guelph, by Charles E Goad, February 1881 (revised June 1888 and November 1892)

By 1892, the north part of the building (No. 59) had a two storey brick addition to the rear. The south part of the building (No. 57) was divided into two shops. The buildings on either side, the Victoria Hotel and the Bank of Commerce, were three stories tall by this date. Source: Guelph Civic Museum

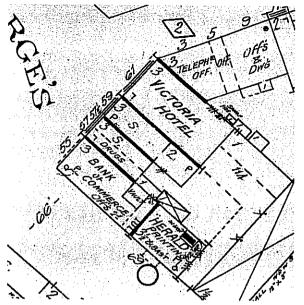


Figure 8. Detail of a Fire Insurance Plan of the Town of Guelph, by Charles E Goad, February 1897. Stewart's Drugs is shown in the south part of the building. Source: Guelph Public Library microfilm

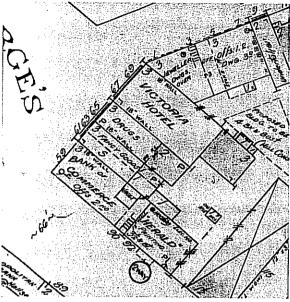


Figure 9. Detail of a Fire Insurance Plan of the Town of Guelph, by Charles E Goad, 1911. Stewart's Drugs has moved to the north part of the building by this date. Source: Guelph Public Library microfilm

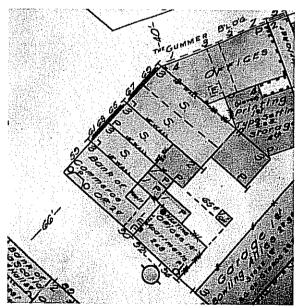


Figure 10. Detail of an Insurance Plan of the City of Guelph, March 1922 (revised October 1929), Underwriter's Survey Bureau Limited.

Source: Guelph Civic Museum

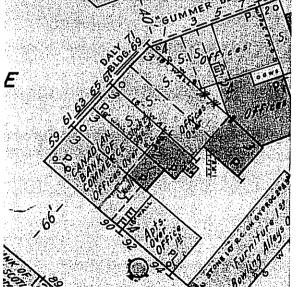


Figure 11. Detail of an Insurance Plan of the City of Guelph, June 1960, Underwriter's Survey Bureau Limited. The Canadian Bank of Commerce had taken over the south part of the building by this date.

Source: Guelph Public Library microfilm

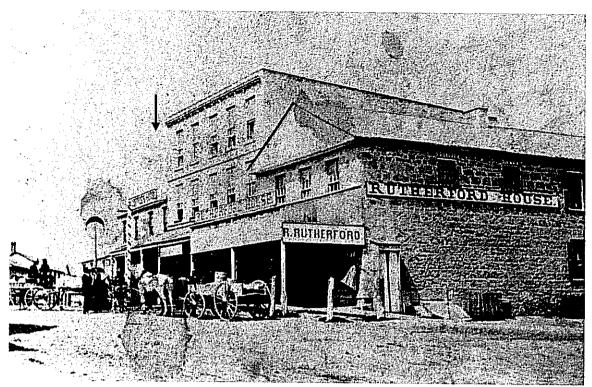


Figure 12. Photo of the buildings on Lot 49 Wyndham Street, circa 1858-68. The three storey stone commercial building was located between the Victoria Hotel and Robert Rutherford's store. Source: Guelph Public Library photo database, F38-0-14-0-0-239

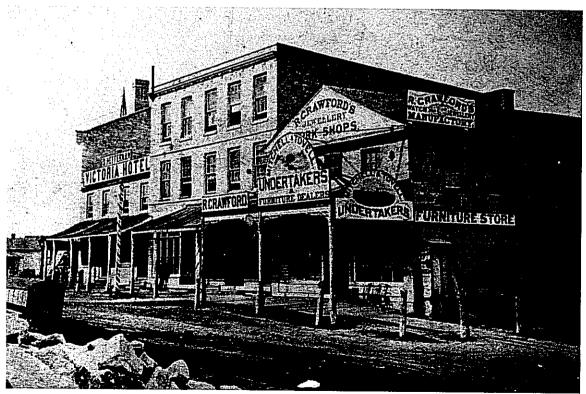


Figure 13. Photo of the buildings on Lot 49 Wyndham Street, circa 1872-75. The three storey stone commercial building had 6-over-6 sash windows on the upper storeys; at street level larger multi-pane windows allowed passers-by to peer into the shop. Source: Guelph Public Library photo database, F38-0-14-0-0-240

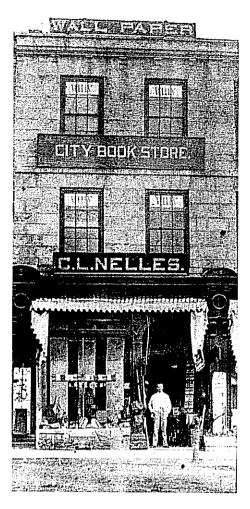


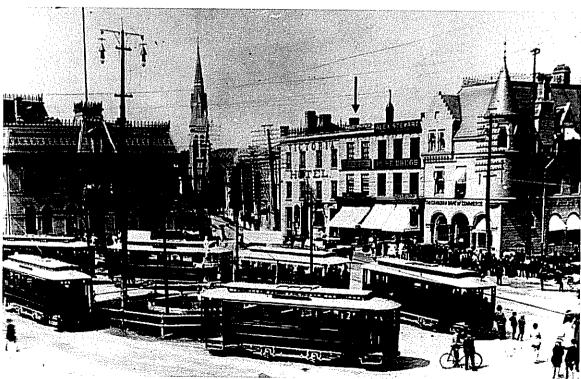
Figure 14 (left). Photo of C L Nelles' Book, Stationery and Wallpaper Store, c 1892

By the 1890s the shop front had been replaced by a large plate glass window, with decorative wood surrounds and canvas awnings.

Source: Guelph Public Library photo database, F38-0-7-0-0-63. (Also published in *The Globe*, 6 August 1892.)

Figure 15 (below). Photo of St George's Square, circa 1896

The photo shows C L Nelles' Book Store in the north part of the building, at 59 Wyndham Street, and Alex Stewart's Drugs in the south part of the building, at 57 Wyndham Street. A new, grand Bank of Commerce building can be seen to the right of Stewart's Drugs, at the corner of Wyndham and Quebec Streets. This building was constructed around 1883-1884. Source: Guelph Public Library photo database, F38-0-7-0-0-10



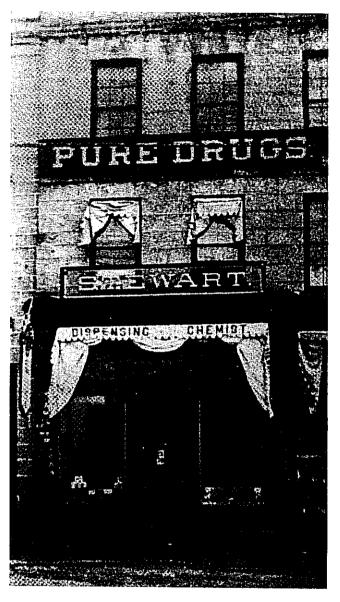


Figure 16 (left). Photo of Alex Stewart's Drugs and Chemist, c 1900

Alex Stewart's Drugs was originally located in the south part of the building. The shop was moved to the north part of the building in 1899.

Source: Robert Stewart, A Picture History of Guelph, page 153. (Also published in The Royal City of Canada, Guelph and her Industries, Souvenir Industrial Number of the Evening Mercury of Guelph, 1908)

Figure 17 (below). Photo of interior of Stewart's Drugs and Chemist, c 1900 The photo shows that the interior of the shop had a decorative, pressed metal ceiling, and could be lit up in the evening by gas lights.

Source: Robert Stewart, A Picture History of Guelph, page 154

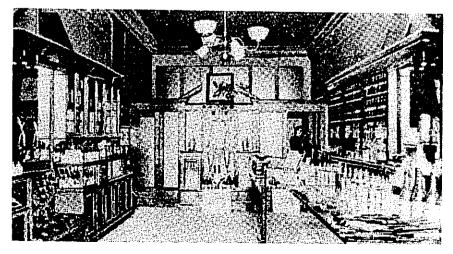




Figure 18. Postcard of St George's Square, 1955

The photo was taken from the west side of the square. Stewart's Drugs can be seen in the middle of the picture.

Source: Wellington County Museum and Archives

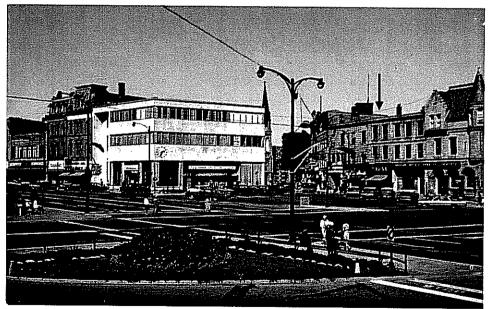


Figure 19. Postcard of St George's Square, circa 1965

Photo was taken from the southwest corner of the square. It shows that the Canadian Imperial Bank of Commerce had taken over the south part of the building by this date. Source: Guelph Public Library Photo database C6-0-0-0-667



Figure 20. Photo of St George's Square, circa 1966 Source: Guelph Public Library Photo database, F38-0-7-0-0-39



Figure 21. Photo of St George's Square, circa 1970

The south part of the building was demolished in 1968 to make way for a new Canadian Imperial Bank of Commerce. The north part of the building continued to be used by Stewart's Drugs.

Source: Guelph Public Library Photo database, C6-0-0-0-666



Figure 22. Advertisement in Guelph's City Directory for 1882-83, complied and published by William W Evans. Source: Guelph Public Library microfilm

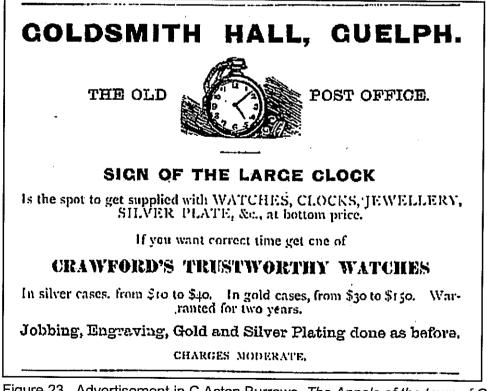


Figure 23. Advertisement in C Acton Burrows, *The Annals of the town of Guelph, 1827-1877*, 1877, page 168. Source: http://www.ourroots.ca/e/page.aspx?id=593862

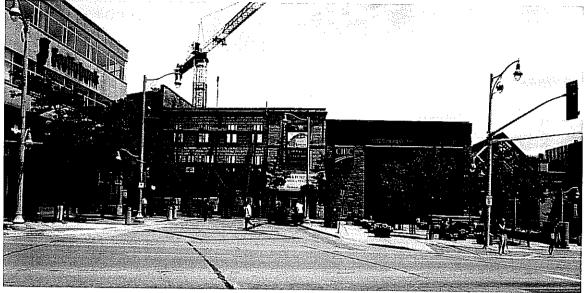


Figure 24. Photo of St George's Square, Guelph, taken from the west, July 2008 Source: Libby Percival

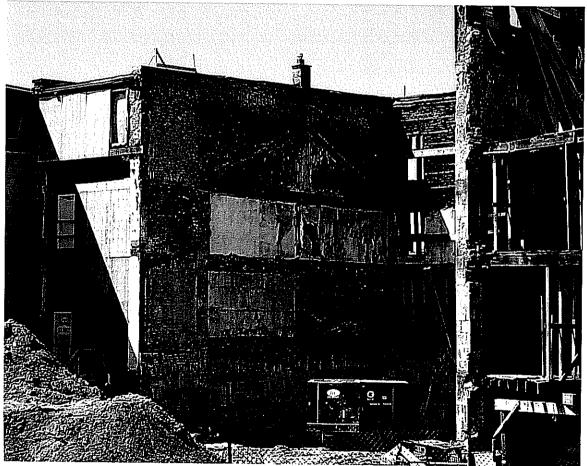


Figure 25. Photo of the north and east (rear) sides of the building at 65 Wyndham Street North, May 2008. The building shared its north wall with the former Victoria Hotel. Source: Libby Percival

5.0 Sources

5.1 Primary Sources

Abstracts of Titles for the County of Wellington, 1830-1994. Guelph Land Registry Office microfilm

City Directories for the Town of Guelph, 1875-1979. Guelph Public Library microfilm

Property Tax Assessment Rolls for the Town of Guelph, 1852-1891. Guelph Public Library microfilm

Maps:

Brosius, H, c1872. Bird's eye view of Guelph. Guelph Civic Museum

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

Goad, Charles E, February, 1881 (revised June 1888, November 1892). Fire Insurance Plan of the Town of Guelph. Guelph Civic Museum

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

McDonald, John, 1855 Plan of the Town of Guelph drawn for the Canada Company. Guelph Land Registry Office

Registered Plan 250, October 1876. *Plan of Property Situate on Lot 49 and Part of Lot 48 and part of Lot 19 Priors Block, Town of Guelph, Estate of the Late Thomas Heffernan Esqr*, County of Wellington. Guelph Land Registry Office

Sanborn, D A, August 1875 (revised by Chas E Goad January 1878). Fire Insurance Plan of the Town of Guelph. Guelph University Library Archives

Underwriter's Survey Bureau Limited, March 1922 (revised 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

5.2 Secondary Sources

Books and articles

Burrows, C Acton, 1877, The Annals of the Town Of Guelph, 1827-1877, Guelph

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

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

Kelcher, John W. 1981-82. The Guelph Post Office, *Historic Guelph* 21, pp 4-37

Thompson, Robert, 1977. A Brief Sketch of the Early History of Guelph, by one of the First Settlers, Guelph Civic Museum, Friends of the Museum

Newspapers

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

Websites

Guelph Public Library Photo Database http://www.library.guelph.on.ca/localhistory/photodbase/index.cfm

Wellington County Museum and Archives http://www.wcmaonline.on.ca

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

DESIGNATION ASSESSMENT

Property: 65 Wyndham Street North

Date: July 2008

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	
The property has design value or physical value because it			
is a rare, unique, representative or early example of a style, type, expression, material or construction method displays a high degree of	is a representative example of the vernacular commercial architecture of mid-nineteenth century Guelph.	✓	
craftsmanship or artistic merit demonstrates a high degree of technical or scientific achievement			
	ue or associative value because it	· · · · · · · · · · · · · · · · · · ·	
has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community	is closely associated with the development of St George's Square as an early commercial node in Guelph. The building was occupied by a range of retail businesses, including: Guelph's post office (1862–1876), Joseph Mimmack's barber shop (1867–1876), Mrs Janet Wright's Fancy Goods (1877– 1888) and C L Nelles' Books, Stationery and Wallpaper (1891–1899). In later years, the building had a long association with the local pharmacy trade, including: Alex Stewart's Drugs (1890–1946/7), F E Wagner (c 1948/9– 1961/2) and Stewart's Drug Store (c 1962/3–2000/1). This association has contributed to the building's prominence in the social context of the community.		

yields, or has the potential		
to yield, information that		
contributes to an		
understanding of a		
community or culture		
demonstrates or reflects		
the work or ideas of an		
architect, artist, builder,		
designer or theorist who is		
significant		
to a community		
The property has contextual va	lue because it	
is important in defining,	supports the historic character of	1
maintaining or supporting the	Guelph's downtown district, where the	▼
character of an area	streetscape is dominated by nineteenth	
	century commercial buildings	
	constructed of local limestone,	
is physically, functionally,	is one of the few nineteenth century	
visually or historically linked	buildings to survive on St George's	√
to its surroundings	Square today. As such, it contributes to	
	an understanding of the function and	
	layout of this important centre prior to	
	the major redevelopments of the late	
	1960s and 1970s.	
is a landmark		

.

Attachment 4 – Statement of Reasons for Designation

WHY THE PROPERTY IS BEING DESIGNATED:

The building at 65 Wyndham Street North is a three storey stone commercial structure, located on the east side of St George's Square in downtown Guelph. The building was originally constructed circa 1856-58 with five bays and two street level shops. However, the south part of the building (three bays) was demolished in 1968 to make way for a new Canadian Imperial Bank of Commerce building.

The remaining portion of the building (two bays) provides a representative example of the commercial architecture of mid-nineteenth century Guelph. The building has tooled stone sills and a band course, five voussoir flat arch lintels, and a bracketed and moulded stone cornice. Constructed of locally quarried limestone, it makes a significant contribution to the historic character of Guelph's downtown district.

The history of this building is closely associated with the development of St. George's Square as an early commercial node in Guelph. The property was originally awarded by the Canada Company in 1830 to an early settler of Guelph, James Hodgert Esq., who did the first weaving in town. After changing ownership a few times, Thomas Heffernan, a clothing merchant, purchased the lot in 1845. The property was subdivided into four new lots in 1876 as part of Heffernan's estate. The building has been occupied by a range of retail businesses, including: Mrs. Janet Wright's Fancy Goods (1877–1888) and C L Nelles' Books, Stationery and Wallpaper (1891–1899). In later years, the building had a long association with the local pharmacy trade, including: Alex Stewart's Drugs (1890–1946/7), F. E. Wagner (c 1948/9–1961/2) and Stewart's Drug Store (c 1962/3–2000/1). The building's uses over the years has contributed to the structure's prominence in the social context of the community, as well as in the physical context of St. George's Square.

The building is one of the few nineteenth century buildings to survive on St. George's Square. As such, it contributes to an understanding of the function and layout of this important centre prior to the major redevelopments of the late 1960s and 1970s.

WHAT IS TO BE PROTECTED BY DESIGNATION:

- The exterior stone front façade facing Wyndham St. (excluding ground floor); and
- All original window openings including sills, surrounds and dressings on the exterior front façade (excluding ground floor).

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.

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee	
SERVICE AREA DATE	Community Design and Development Services December 5, 2008	
SUBJECT	Municipal Property and Building Commemorative Naming Policy	
REPORT NUMBER	08-116	

RECOMMENDATION

THAT the Community Design and Development Services Report 08-116 dated December 5, 2008, be received, and;

THAT the Municipal Property and Building Commemorative Naming Policy be approved as outlined in Appendix 4 of this Report, and;

THAT Council approve the establishment of a Commemorative Naming Policy Committee (Naming Committee) to facilitate the Procedures of the Commemorative Naming Policy, and;

THAT Council direct staff to immediately implement the Commemorative Naming Policy, and include all unnamed assets of 2007 and 2008 with the 2009 asset review and procedures.

BACKGROUND

In April of 2007, staff presented Report 07-19: Naming of New Parks, to CDES which requested Council to approve a list of new park names. These names were derived under the guidelines of the existing park naming policy, 'Parks and Open Space Facility Naming' (Appendix 1). This policy is a simple 'priority system' with no public input, system of tracking requests or staff committee input. The manner in which parks are named under this policy are as follows:

1. The major road on which it has frontage.

2. The subdivision or community area the facility resides within,

3. Named after an individual who has contributed towards the development of park and open space facilities for the City of Guelph.

As the name suggests, this policy is also used only for the naming of parks and open space facilities. No other policy exists within the City that gives direction or a process to name other City owned assets, such as buildings, trails, structures, etc., except for the Street Naming Process. Since the existing policy did not include a comprehensive and open nomination procedure, evaluation criteria or public consultation process, the Committee passed a resolution on June 8, 2007 directing staff to prepare a policy and procedure for the Naming of Public Spaces in accordance with, but not limited to, the criteria set out in Schedule 1 of the Resolution (Appendix 2).

When Report 07-19: Naming of New Parks, was presented to Council on June 18, 2007, further debate among Council regarding the naming of other City owned assets brought about a Council Resolution that stated, 'THAT no further namings be considered until a comprehensive naming policy has been approved by Council' (Appendix 3).

REPORT

As per the Committee and Council Resolutions noted above, staff have prepared a Municipal Property and Building Commemorative Naming Policy (Appendix 4).

Staff began the process of developing this Commemorative Naming Policy by first exploring how other municipalities name their assets. Staff did not limit themselves to municipalities of similar size, though of the ten cities that were included in the Best Practice Study, only one was outside the province of Ontario -The City of Vancouver, British Columbia. Cities that were part of the Study included: Brantford, Oakville, Peterborough, Toronto, Burlington, Brampton, Mississauga, Hamilton, Ottawa and London. A matrix chart was created using seven (7) of the cities involved with the Study to show the general similarities and differences found (Appendix 5). Staff took what they believed to be the most widely used and accepted procedures from all the municipalities involved in the Study and then added other procedures noted from a few cities in which naming policies were quite detailed, to help fulfill the requirements set out in the Committee Resolution. The resulting proposed Commemorative Naming Policy is not only derived using generally accepted procedures by other municipalities, but also includes procedures used by a few, possibly more 'experienced' cities, that will assist in a complete and comprehensive policy.

Staff also organized a Committee to provide input and feedback during the development of the Naming Policy. This Committee was comprised of the Manager of Development and Parks Planning, a Policy Planner, a Park Planner, the Manager of Recreation and Culture, a Supervisor of Program Development, the Manager of Parklands and Greenways, the Director of the Museum, a member of Heritage Guelph, and a member of the Guelph Arts Council (GAC). This Committee was circulated a draft of the Commemorative Naming Policy and then met once as a group to discuss the draft. The group was given further opportunity to comment with revised drafts, and discussion took place on a one to one basis with a number members and the Park Planner overseeing the development of this policy.

During the Best Practice Study, staff discovered that the naming of City owned assets was, in some cases, divided into two policies– one that covered Commemorative Naming and a second that covered Naming Rights.

The most obvious difference between these two policies is the transaction of money. While a Commemorative Naming Policy involves the naming of City owned assets in recognition of an outstanding individual, a geographic feature or historic moment, a Naming Rights Policy involves receiving financial compensation for the right to name a City owned asset. With the financial transaction also come a number of legal agreements that are to be approved by all parties involved. A Naming Rights policy is quite complicated and it is staff's opinion that such a policy goes beyond the direction set out in the Resolutions by Committee and Council noted above (Appendix 2 and 3). Hence, this report includes only a policy that outlines procedures and processes of Commemorative Naming of City owned assets. A Naming Rights Policy will be presented to Council once the new Commemorative Naming Policy has been approved and implemented.

Commemorative Naming Policy:

The Commemorative Naming Policy applies to the commemorative naming or renaming of the following municipal assets: Parkland, Other Open Spaces, Trails, Structures and Public Buildings (Definitions of these assets can be found within the Naming Policy as outlined in Appendix 4). The Commemorative Naming Policy is intended to honour a geographic, historic, or civic significance, or an individual or groups outstanding achievement, distinctive service, or significant community contribution. The Commemorative Naming Policy is not intended to address individual naming dedications such as park benches or tree program memorials, Naming Rights, City-owned facilities leased to commercial tenants, City Core Services such as the City Hall, Fire halls, Police Stations, or Streets and Public Libraries.

The Commemorative Naming Policy includes a set of Procedures that help to select and approve a proposed name through a step by step process that occurs over the course of five months, beginning in the fourth quarter of a year.

A Commemorative Naming Policy Committee (Naming Committee) comprised of a Heritage Guelph Member, Culture Advisory Group Member, two Council Appointed Citizens, the Manager of Development and Parks Planning(or Designate) and the Director of Community Services (or Designate), oversee the Procedures from start to finish. A Corporate Communications staff member will be available to assist and support any requests made by the Naming Committee. The criteria for the selection of Council Appointed Citizens should include an expertise, or a strong interest in, the historic, geographic and cultural significance of Guelph.

Procedure:

<u>Nomination Process</u> (Public Input): The Commemorative Naming Policy Procedure begins with an open nomination process, where proposed names for new facilities are requested by the City.

<u>Verification of Submissions</u>: The Naming Committee gathers and appoints a member to verify the accuracy of all applications by researching and confirming submission material at the local library/museum, etc.

Analysis Against the Scoring Matrix:

The verified submissions are then subject to a Scoring Matrix that each Naming Committee Member completes.

<u>Scoring Matrix</u>: The Scoring Matrix is comprised of a list of criteria that were gathered during the Best Practice Study and from Committee Member feedback. Each of these criteria were rated and weighted against each other. The rating and weighting system is based on information gathered during the Study. The proposed Matrix indicates that geographic or historic significance has a higher initial rate and weight than other criteria, such as having an 'original proposed name', or 'any past financial contributions to the City'. This rating and weighting system will establish a clear and fair review process for all submissions.

<u>Consensus</u>: Once analyzed and a consensus is reached among Members, staff prepare a Report to CDES on behalf of the Naming Committee outlining the proposed names for each new asset for CDES Committee and then Council approval. If by any chance a consensus can not be reached by the Naming Committee, a vote will be taken amongst members and this information will be presented as part of the Report to CDES.

The renaming of municipal assets follows the same process.

Commencement of Naming Process:

Staff suggest that once Council has approved the establishment of a Naming Committee, that direction be given to include the assets of 2007 and 2008 in the 2009 Procedures. This is due to the backlog of municipal assets that were not named in 2007 and 2008.

Staff will bring forward, for Council approval, the proposed names for each new asset as soon as possible in 2009. Timing will be based on the establishment of the Naming Committee and the appointment of the two citizen members by Council. For 2010, staff will proceed with the recommended schedule as outlined in the Procedures.

Staff also suggests Council give direction to implement this Policy immediately and that staff begin the inventory map, specifying all new approved municipal assets and the Open Nomination Process, in an effort to meet the 2009 schedule as outlined in the Policy.

CORPORATE STRATEGIC PLAN

5.2 A consultative and collaborative approach to community decision making. 5.3 Open, accountable and transparent conduct of municipal business.

FINANCIAL IMPLICATIONS

Operating Budgets -

1. Staff time.

2. Costs associated with new signage, plaques, etc. that do not fall under new Capital Budgets.

DEPARTMENTAL CONSULTATION

Community Design and Development Services: Planning, Engineering, Community Services, Corporate Services: Realty Services Operations: Parklands and Greenways, Traffic and Parking, Museum.

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix 1 – Park and Open Space Facility Naming Policy

Appendix 2 – Committee Resolution

Appendix 3 - Council Resolution

Appendix 4 – Municipal Property and Building Commemorative Naming Policy Appendix 5 – Best Practice Matrix

Prepared By: Rory Barr Templeton Parks Planner 519 822 1260 x2436 rory.templeton@guleph.ca

Recommended By: James N. Riddell Director of Community Design and Development Services 519 822 1260 x2361 jim.riddell@guelph.ca

Recommended By: Scott Hannah Manager of Development and Parks Planning 519 822 1260 x2359 scott.hannah@guelph.ca

APPENDIX 1

CORPORATE POLICY AND PROCEDURE



POLICY No. CS-P-PL02

PAGE

1 of 1

EFFECTIVE DATE JAN 7/97

REVISION NOVEMBER 2005

· ·	
Tab	Community Services Group
Authority	Parks Department – Planning Division
Subject	Park and Open Space Facility Naming
Related Policies	Park Signs CS-P-PL12
Approved by	Community Services Committee
Revision Date	November 1, 2005
POLICY STATEMENT	 "THAT the naming of Park and Open Space Facilities be done in the following manner and priority: 1. The major road on which it has frontage. 2. The subdivision or community area the facility resides within. 3. Named after an individual who has contributed towards the development of park and open space facilities for the City of Guelph."
PURPOSE	To provide consistency in the naming of park and open space facilities within the City of Guelph.
PROCEDURE	 Report to the Community Services Committee annually (or as required) with recommended park and open space facilities names for approval.
DEFINITIONS	Subdivision: a registered plan of subdivision

APPENDIX 2

COMMUNITY DESIGN AND DEVELOPMENT SERVICES JUN 20 2007

INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 Website: guelph.ca

June 19, 2007

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

THE CITY OF

Guelph

At the meeting of the Community Development and Environmental Services Committee held on June 8, 2007, the following resolution was adopted:

"WHEREAS the City of Guelph is in the process of updating its Park Naming Process as per a motion of Council passed on April 16, 2007;

AND WHEREAS the City of Guelph has no comprehensive and open nomination procedure, evaluation criteria or public consultation process for the naming of public spaces;

AND WHEREAS there are potentially hundreds of deserving nominations honouring a wide range of significant contributions to the City;

AND WHEREAS rapid development and redevelopment of public spaces is anticipated over the next few years;

BE IT RESOLVED THAT staff be directed to prepare a policy and procedure for the Naming of Public Spaces in accordance with, but not limited to, the criteria set out in Schedule 1 attached hereto."

Yours truly,

Ms. T. Agnello Deputy City Clerk

Attach.

THE CITY OF GUELPH

Schedule 1 June 8, 2007

SUGGESTED CRITERIA FOR NAMING OF PUBLIC SPACES

Public Spaces:

parks

- trails or portions of trail systems
- bridges
- rail lines or portions of rail lines
- .streets
- squares
- downtown open space
- green spaces
- buildings or structures
- public areas within buildings (ie. Lobbies)
- gardens
- river system features (ie. Lookouts)
- other spaces deemed appropriate

Significant Contributors:

- pioneers/early settlers
- veterans
- fallen police officers or firefighters
- industrialists, inventors and innovators
- exemplary political service
- public and community service
- athletes or leaders in sports and recreation
- art, music, literature or culture
- heritage architects, builders, trades
- historical figures
- philanthropists
- others as deemed appropriate who have brought national or international recognition to the City of Guelph

Policy to Include:

- open nomination process
- evaluation criteria (ie. Geographical association, level of significances, etc.)
- objective assessment tool/scoring matrix
- consultation and research process for nominations with appropriate stakeholders (ie. Guelph Historical Society, GRCA, sports associations, Manager of Culture & Tourism, residents, etc.)
- procedure for recognition (ie. Plaque, sign, etc.)



INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 -Website: guelph.ca

APPENDIX 3

June 20, 2007

Mr. J. Riddell Director of Community Design & Development Services

Dear Mr. Riddell:

At the meeting of Guelph City Council held on June 18, 2007, the following resolution was adopted:

"THAT no further namings be considered until a comprehensive naming policy has been approved by Council."

Yours truly,

Lois A. Giles City Clerk/ Manager of Council Administrative Services

CC.

Mr. G. Stahlmann

LAG:db

CORPORATE POLICY AND PROCEDURE

POLICY	Municipal Property and Building Commemorative Naming Policy
CATEGORY	Corporate
AUTHORITY	Community Design and Development Services
RELATED POLICES	Street Naming Policy
APPROVED BY	Jim Riddell – November 2008
EFFECTIVE DATE	January 01, 2009
REVISION DATE	January 01, 2014

POLICY STATEMENT

- To ensure a clear, efficient and timely naming or renaming process;
- To ensure the application of key criteria to determine the accuracy of a name;
- To ensure the application of a transparent consultation process and community participation;
- To ensure the compilation of a comprehensive Names Reserve List of parks and facilities;
- To ensure proper approval process and the importance of the role played by legislative bodies i.e. Committee and Council approval.

PURPOSE

The purpose of this policy is to provide clear guidance regarding Commemorative Naming or Renaming of City assets. The goal is to provide comprehensive and open public consultation with a consistent evaluation framework and approval process when considering municipal property and building commemorative naming proposals.

SCOPE

This Policy applies to the commemorative naming and/or renaming of the following municipal assets: Parkland*; Other Spaces*; Trails*; Structures*; and Public Buildings* (*see definitions). The Commemorative Naming Policy is intended to honour geographic, historic, or civic significance, or an individual's or group's outstanding achievement, distinctive service, or significant community contribution.

This Policy is not intended to address:

A) Individual naming dedications such as park bench or tree program memorials (subject to a future policy).

- B) Naming Rights* for Municipal Properties and Buildings (subject to future policy).
- C) City-owned facilities leased to commercial tenants.

D) City Core Services (City Hall, fire halls, police stations).

Making a Difference

APPENDIX 4

E) Streets and Public Libraries (subject to separate existing policies).

DEFINITIONS

1. Parkland: All parkland designations defined by the City of Guelph Recreation, Parks and Culture Strategic Plan and Zoning Bylaw (P1,P2,P3,P4, P5).

2. Other Open Spaces: Valleys, forests/woodlots, watercourses (lakes, rivers), utility features such as storm-water management areas, downtown squares, plazas.
 3. Trails: Pedestrian ways (Limestone, Asphalt walkways).

4. Structures: Built Infrastructure (vehicular or pedestrian bridges, lookouts, fountains, monuments)

5. Public Buildings: City owned public buildings and their outdoor service areas (pools, arenas, parking garages, recreation centres, facility yards, plazas, courtyards, squares, gardens, lawns, etc.), as well as their indoor components (wings, halls, auditoriums, galleries, lounges, lobbies, boardrooms, etc).

6. Public Consultation Process: The two-way exchange of information between The City of Guelph staff /Council and the public before decisions are made. It is an open and accountable process allowing individuals and groups to participate in the decision-making process of naming City owned assets. Statistical information on comments received under consultation will be provided to individuals other than the staff, upon request. However, specifics and written comments received will be available only to the Committee and City Council.

7. Naming Committee: Comprised of a Heritage Guelph Member, Culture Advisory Group Member, Council Appointed Citizen, Manager of Development and Parks Planning (or Designate) and Director of Community Services (or Designate) (4 year term).

8. Matrix Rating System: Comprised of weighted questions, the matrix will assist the Committee Members analyze and determine qualified/appropriate names for city assets (refer to Appendix 'A' of the Naming Policy).

9. Name Reserve List: Names submitted that qualify, but may not be chosen by the Committee for a particular asset, will be added to a list and can be considered for future assets (Names will be kept on the Name Reserve List for 5 years).

10. Naming Rights: Refers to the granting by the owner the right to name a piece of property or portions of a property usually granted in exchange for financial consideration (subject to future policy).

PROCEDURE:

The following section sets out the procedures for the selection and approval of a Name.

1. Fourth Quarter - Community Design and Development Services (CDDS) will prepare an inventory map showing the location, timing and project specifications for all *new approved municipal assets*.

2. First Quarter - Public notice will be given in the local newspaper and City of Guelph Website as part of the Public Consultation Process*; requesting names for *new approved municipal assets* listed by CDDS (eg. four new parks and one building). Also included will be information pertaining to the location of the Commemorative Naming Policy and submission process on the City of Guelph website. Community Groups, Sports Groups, Heritage Guelph, Cultural Groups, etc., will also be notified.

3. First Quarter - An appointed Naming Committee* will gather to review the Name Reserve List*, new submissions and complete a Matrix Rating System* for each completed submission. They will also appoint a member to verify the accuracy of the proposed names for each asset, using reference documents including atlases, other official municipal/civic publications and local historians/contacts.

First consideration by the Naming Committee will be given to those Names that have geographic, civic or historic significance of the neighbourhood/community where it shall be located.

Second consideration by the Naming Committee will be given to those Names that fall under at least one of the following criteria:

- The individual will have demonstrated excellence, courage or exceptional service to the citizens of the City of Guelph, the Province of Ontario or Canada;
- The individual will have worked to foster equality and reduce discrimination;
- The individual will have risked or given his/her life to save or protect others;
- Where the individual is a current City employee, the individual will have made an outstanding contribution to the City of Guelph outside of his/her capacity and duties as a City employee or he/she maybe recognized for exceptional service once he/she is no longer a City employee.

4. First Quarter - The Naming Committee will prepare a public notice for the local newspaper and City of Guelph website outlining the names chosen for each new asset for Community Design and Environmental Services Committee (CDES) consideration. The notice will also include the date on which a report will be scheduled for the CDES Committee.

5. First Quarter - The Naming Committee will prepare and send a report to the CDES Committee outlining the proposed name for each new asset and the reasons why the name was chosen (i.e. analysis against the criteria).

6. Following Committee consideration, the Name is subject to Council approval.

7. After Council approval, staff will initiate the implementation of the approved Names on official documents, construction and permanent signage and plan/implement the appropriate protocols (e.g. dedication ceremony).

8. Third Quarter - Public notice will be given in the local newspaper and City of Guelph website as part of the Public Consultation Process*; reminding citizens and groups that the City may require names for municipal assets in the coming year and that suggestions/requests should be submitted. Also included will be information pertaining to the location of the Commemorative Naming Policy and submission process on the City of Guelph website. Community Groups, Sports Groups, Heritage Guelph, Cultural Groups, etc., will also be notified.

Renaming: The Naming Committee will consider renaming an existing Municipal

Asset after receiving a submission from a private individual or organization with a petition of community support (see requirements below), or direction from City Council to undertake the Naming procedure outlined above.

Recognizing that established names contribute significantly to community identity and pride, proposals to rename existing municipal property, buildings and features must be predicated by exceptional circumstances. Existing names will not be changed without consideration of:

- The historical significance of the existing name
- The impact on the individual or organization associated with the existing name
- The cost and impact of changing existing signage, rebuilding community recognition and updating records (data bases, letterhead, promotional materials, etc).

All renaming requests must be submitted in the same format as listed below: Submission Process.

All private individuals or organizations seeking the renaming of any municipal property or buildings will be required to submit a petition of community support for the naming initiative. Where a renaming initiative is initiated by the City of Guelph, a public support petition is not required. The petition must be in a format acceptable to the City of Guelph (contact the Clerks Office) and must include the name, address, telephone number and signature of all supporters. The petition must be signed by a minimum of two -thirds (2/3) of the owners of property immediately surrounding the proposed site.

SUBMISSION PROCESS:

All applicants will submit a written request for the naming or renaming of municipal property and/or building to The Naming Committee, providing sufficient information as to how the proposed name satisfies the criteria of this policy. Specifically, the written request will provide the following information:

1. Background information and/or biographical information (if named after an organization or an individual) demonstrating that the proposed name is of significance to the community.

2. Documentation including letters from organizations and individuals providing substantial support for the request;

3. Documentation verifying that the person /organization being honoured is in agreement with the naming proposal if they are living, or by their legal representative;

4. A public support petition, where a private individual is seeking the renaming of a municipal property and/or building they are required to submit a public support petition.

APPENDIX 'A'

MATRIX RATING SYSTEM - FOR USE BY THE NAMING COMMITTEE

ASSET:

PROPOSED NAME

Check one(1) box for each criteria met. When complete, add and total at the bottom (5= excellent, 1= poor).

NO	Criteria			RATE	67		WEIGHTING
		Ϋ́.	4	ñ	77	-	(rate x weighting number)
	Civic significance						ъ
2	Geographic significance	-					S
Г.	Historic significance						. 2
4	Demonstrated excellence, courage or exceptional service to the Province or Canada						3
ນົ	Demonstrated excellence, courage or exceptional service to the Guelph community		-				3
. 9	Has worked to foster equality and reduce discrimination						2
÷.	Has risked or given his/her life to save or protect others	- 	-				
œ	Other - creativity and/or originality of the proposed naming (e.g. Nick's Dragonfly Playground, The Bird's Eye Boardroom)				-		. 1
<u>ر</u>	Have no other City owned asset designations (multiple existing designations will result in a lower rate)						←

TOTAL

APPENDIX 5

BEST PRACTICE MATRIX

		~ · · · · · · · · · · · · · · · · · · ·						-
Naming Committee	ou	yes	оц	по	yes	рü	yes	, yes
Procedure for recognition (plaque)	ou	0 U	OU OU	yes	ou	yes	ou	ou
Naming of Geographic or Historic significance, as well as Individuals.	yes	yes	yes	yes	yes	yes	yes	ycs
Committee or Council Approval	yes	ycs	yes	yes	yes	yes	yes	yes
Renaming Procedure	OU	yes	yes	yes	yes	yes	yes	yes
Those Honoured are Deceased	оц	ou	O U	OU		Ou	ОU	OU
Public Consultation Process	yes	ou	yes	yes	yes	ycs	ycs	yes
Evaluation Criteria (Scoring Matrix or assessment tools)	о	ycs	OU	yes	оп	ou	ou	yes
Comprehensive and open nomination procedure	ycs	yes	yes	yes	yes	yes	yes	yes
	Brantford	Hamilton	Toronto	London	Ottawa	Mississauga	Vancouver	Guelph (Proposed Naming Policy)

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The Corporation of the City of Guelph Community Development & Environmental Services Committee

Friday, December 5, 2008, 9:30 a.m.

A regular meeting of the Community Development and Environmental Services Committee was held on Friday, December 5, 2008 in Council Chambers at 9:30 a.m.

Present: Councillors Billings, Piper and Salisbury Also Present: Councillor Bell

Absent: Councillor Burcher & Mayor Farbridge

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. R. Henry, City Engineer; Mr. S. Hannah, Manager of Development and Parks Planning; Mr. B. Poole, Chief Building Official; Mr. D. Kudo, Manager of Infrastructure Planning; Design & Construction; Ms. J. Jylanne, Senior Policy Planner; Mr. C. Baker, Environmental Planner; Mr. R. Templeton, Park Planner; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no declaration of pecuniary interest. .

1. Moved by Councillor Piper

Seconded by Councillor Billings THAT the minutes of the Community Design & Environmental Services Committee meeting held on October 31, 2008 and November 7, 2008 be confirmed as recorded and without being read.

Carried

Storm Water Management Master Plan

Mr. Colin Baker, Environmental Engineer, outlined the climate change and rainfall totals and then addressed stormwater management transition phases that will assist with issues. He explained the purpose, goals and objectives of the Storm Water Management Master Plan as it pertains to water quality, water quantity and preservation of the natural environment. He said that low impact developments, rain gardens and bio-swales are going to be implemented to assist with storm water management within the City. He also stated they will be recommending:

- capital projects to address rehabilitation, retrofits, and replacements;
- infill and intensification guidelines
- alternative development guidelines and
- official plan storm water management policies.

He also stated they will be evaluating the feasibility of:

December 5, 2008	 a nutrient offset program Community Development and Environmental Services Page 2 Committee 						
	 additional nutrient loading (and hydraulic capacity) from the Guelph Wastewater Treatment Plant through reductions in nutrient loading from stormwater discharges. He outlined the work plan including the level of public consultation, the municipal class EA process and the committee and working group levels of involvement. 						
REPORT	 Moved by Councillor Billings Seconded by Councillor Piper THAT the Community Design and Development Services Report 08- 110, dated December 5, 2008, entitled 'Stormwater Management Master Plan', be received for information. 						
	AND THAT the proposed work plan appended as Attachment #1 to this report be endorsed, hereto attached as Schedule 1.						
	Carried						
	GO Transit EA for Rail Service Extension						
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT the Community Design and Development Services Report 08- 125, dated December 5, 2008, on 'GO Transit EA for Rail Service Extension', be received; 						
	AND THAT Council inform the GO Transit EA Project Team of the City's preference to use the existing Downtown VIA Station site as the location for a future GO Station in Guelph;						
	AND THAT Council direct City staff to work with GO Transit EA Project Team to identify local bus connections and parking, as well as improvements to the VIA Station and the surrounding area that will be required to accommodate initial GO Rail Service, as described in this report;						
	AND THAT Council direct the City Clerk to forward the Council Resolution and Staff Report to the GO Transit EA Project Team, Wellington County Council, and Liz Sandals, MPP, for their information.						
	Carried						
	Sign By-law Exemption Request for 72 Carden Street						
	4. Moved by Councillor Billings Seconded by Councillor Piper						

December 5, 2008 Community Development and Environmental Services Page 3 Committee

REPORT THAT Report 08-115 regarding sign variance requests for 72 Carden Street from Community Design and Development Services, dated December 5, 2008, be received;

> AND THAT the request for variances from the Sign By-law for 72 Carden Street to permit six building signs below a clearance of 2.4 metres attached perpendicular to the wall and to allow two portable signs with a height of 1.6 metres with a separation distance of 3 metres, in lieu of the by-law requirements, be refused.

> > Carried

Sign By-law Variance for Guelph Medical Place at 83 Dawson Road

5. Moved by Councillor Piper Seconded by Councillor Billings

REPORT

THAT Report 08-121, regarding a sign variance for 83 Dawson Road from Community Design and Development Services, dated December 5, 2008, be received;

AND THAT the request for a variance from the Sign By-law for 83 Dawson Road to permit one freestanding sign to be situated with a setback of 5 metres (16.4') from the front property line and a side yard setback of 1 metre (3.2') and a size of 22.3 square metres in lieu of the by-law requirements, be approved.

Carried

Notice of Intention to Designate 9 Douglas Street Pursuant to the Ontario Heritage Act

Ms. J. Jylanne, Senior Policy Planner reviewed the reasons and criteria used for designation and advised the owner of the property is supportive of the designation. She then advised of the elements of the property that are to be protected.

REPORT Seconded by Councillor Piper THAT Report 08-126, dated December 5, 2008 from Community Design and Development Services, regarding the heritage designation of 9 Douglas Street, be received;

Moved by Councillor Billings

6.

AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 9 Douglas Street in accordance with the *Ontario Heritage Act* and as recommended by Heritage Guelph;

December 5, 2008	Community Development and Environmental Services Committee	Page 4
	AND THAT the designation by-law be brought before City approval if no objections are received within thirty (30) daperiod.	
		Carried
	Notice of Intention to Designate 65 Wyndham Stree Pursuant to the Ontario Heritage Act	t North
	Ms. J. Jylanne, Senior Policy Planner reviewed the reasons criteria used for designation and advised the owner of the supportive of the designation. She then advised of the ele- the property that are to be protected	property is
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT Report 08-109, dated December 5, 2008 from Comp Design and Development Services, regarding the heritage of 65 Wyndham Street North, be received; 	
	AND THAT the City Clerk be authorized to publish and ser Intention to Designate 65 Wyndham Street North in accor the <i>Ontario Heritage Act</i> and as recommended by Heritage	dance with
	AND THAT the designation by-law be brought before City approval if no objections are received within thirty (30) daperiod.	
		Carried
	Municipal Property and Building Commemorative Na Policy	iming
	Mr. Rory Templeton, Parks Planner answered questions reproposed process as it pertains to other possible criteria for	
REPORT	 Moved by Councillor Piper Seconded by Councillor Billings THAT the Community Design and Development Services R 116 dated December 5, 2008, be received; 	eport 08-
	AND THAT the Municipal Property and Building Commemo Naming Policy (Naming Policy) be approved as outlined in of this Report;	

AND THAT Council approve the establishment of a Commemorative Naming Policy Committee (Naming Committee) to facilitate the Procedures of the Commemorative Naming Policy;

December 5, 2008 Community Development and Environmental Services Page 5 Committee

AND THAT Council direct staff to immediately implement the Commemorative Naming Policy, and include all unnamed assets of 2007 and 2008 with the 2009 asset review and procedures.

Carried

Councillor Billings advised this was her last meeting as a member of the Community Development and Environmental Services Committee and wished to thank staff for their hard work, effort and cooperation over the past eight years that she has been on this Committee.

9. Moved by Councillor Billings Seconded by Councillor Piper

THAT the Community Development & Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to:

• personal matters about an identifiable individual.

The remainder of the meeting was held In-Camera.

1. Moved by Councillor Billings Seconded by Councillor Piper

REPORT TO COMMITTEE THAT staff be given direction regarding a personal matter about an OF THE WHOLE Identifiable individual.

The meeting adjourned at 11:20 a.m.

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Chairperson