- ADDENDUM -

- Community Development and Environmental Services Committee Council Committee Room

- July 20, 2009 - 12:30 p.m.

**

1) Request for City to Purchase 168 Fife Road for Parkland (CDES-2009 A.25)

Delegations

Roberto Andurray

Other Business

1) Westminster Woods Fencing

Delegations

- Therese Dorais
- Michelle Dorais
- Eva Chalmers or Cora McBride

committee AGENDA



Community Development & Environmental Services

Committee

DATE July 20, 2009

LOCATION City Hall Committee Room (112)

TIME 12:30 p.m.

disclosure of pecuniary interest

confirmation of minutes - June 15, 2009

CONSENT AGENDA

- a) Reports from Administrative Staff
- b) Items for Direction of Committee

Items to be extracted from the Community Development & Environmental Services Committee Consent Agenda.

Resolution to adopt the Community Development & Environmental Services Committee Consent Agenda.

"THAT the balance of the Community Development & Environmental Services Committee Consent Agenda be adopted."

PRESENTATIONS

- a) Natural Heritage Strategy (CDES 2009 A.29)
 - Marion Plaunt, Manager of Policy Planning and Urban Design
 - Margot Ursic

DELEGATIONS

- a) Changes to Administrative Procedures for Lodging Houses and Accessory Apartments (CDES-2009 A.31)
 - Daphne Wainman-Wood on behalf of Old University Neighbourhood Residents Association (OUNRA)

Other business

- a) River Valley Development Update
 - Janet Laird, Director of Environmental Services will provide a verbal

update

Next meeting September 21, 2009

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, June 15, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, June 15, 2009 in Council Committee Room 112 at 12:30 p.m.

Present: Councillors Burcher, Bell, Piper, and Mayor Farbridge

Absent: Councillor Salisbury

Also Present: Councillors Farrelly, Hofland, Kovach and Wettstein

Staff in Attendance: Mr. S. Hannah, Manager of Development & Parks Planning; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Ms. A. Pappert, Director of Community Services; Ms. J. Pathak, District Park Planner; Mr. R. Henry, City Engineer; Ms. J. Jylanne, Senior Policy Planner; Ms. J. McDowell, Transportation Demand Management Coordinator; 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 Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on May 19, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Beverley Robson Park Master Plan Victoriaview Subdivision in Ward 2
- Notice of Intention to Designate 83 Essex Street Pursuant to the Ontario Heritage Act
- Work Plan for Transit Growth Strategy and Mobility Services Study
- Westminister Square Ltd. Request for Waiver for Development Charges

Tree Cutting

Ms. Marion Plaunt, Manager of Policy Planning and Urban Design provided information on tree cutting taking place on 100 acres on property in the south end of the City. She advised that the purpose of the cutting of the white pine plantation was for fence posts. She

stated that the City and the Ministry of Natural Resources (MNR) were contacted in April, 2008 and were informed that cutting would occur for thinning purposes at that time. In April of 2009, the MNR removed the property from the Forest Management Tax Incentive Program and the lands were converted back to agricultural use. She confirmed that the property owner is in compliance with the Natural Heritage Strategy. The Legal Department is trying to ascertain if the owner of the property has adhered to the Tree Cutting By-law. She also advised that staff believe there are buildings of heritage value and staff are trying to obtain access to the property to make a determination. Staff are also investigating the well on the property to ensure regulations pertaining to the well are being met. She stated the owner has ceased cutting to allow the City to investigate the matter.

Staff will provide written documentation and updates to Council on this matter.

Deerpath Skateboard Park

Mr. J. Cmarada, a resident in the area, advised there have been numerous problems in the neighbourhood regarding noise and property damage from the skateboard park users. He stated the users have issued threats and the stress is affecting his health. He stated he cannot use his backyard without verbal abuse from the skateboard park user. He stated the neighbourhood is living in fear of the skateboard park users.

Mr. S. Hannah, Manager of Development & Parks Planning advised he was aware of the issues and stated a number of departments have been involved with investigating and trying to resolve the issues. Staff needs to determine if they can resolve the issues or if it would be necessary to relocate the skateboard park.

Staff will report back to Committee with suggestions regarding how to mitigate the issues with phased and/or escalated responses regarding short term and long term scenarios. They will give consideration to the following issues in their deliberations:

- the benefits, costs, and pros and cons of providing lighting
- the cultural aspect of graffiti and consequences of use of graffiti
- conflict repercussions on a phased/escalating scale
- forms and level of communications including signage, consultation process and programs
- safety and visibility concerns including conducting a SEPTED study

Staff advised that the purpose of the meeting held early in May was to advise of the consequences of the existing conflicts and it became

a forum for both sides. Staff also stated that their strategic plan includes three skateboard parks; however, the proposed skateboard park for Exhibition Park is currently on hold until staff can ensure that the issues at Deerpath Skateboard Park would not be duplicated elsewhere.

Staff stated they will contact the Police Department's communications officer o investigate a previous art program he held that appeared to be effective in directing their art tendencies.

Moved by Mayor Farbridge Seconded by Councillor Bell

THAT staff be directed to report back to Committee with recommendations to resolve the issues at the Deerpath Skateboard Park.

Carried

Notice of Intention to Designate 83 Essex Street Pursuant to the *Ontario Heritage Act*

Ms. J. Jylanne, Heritage Planner, outlined the property location, the reasons for designation and the designation criteria that are met under the *Ontario Heritage Act*. She highlighted the features to be protected and advised that the owner is in favour of the designation.

3. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT Report 09-52, dated June 15, 2009 from Community Design and Development Services, regarding the heritage designation of 83 Essex St. be received;

AND THAT the City Clerk be authorized to publish and serve Notice of Intention to Designate 83 Essex 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.

Carried

Work Plan for Transit Growth Strategy and Mobility Services Study

Ms. Jennifer McDowell, Transportation Demand Management Coordinator, outlined the three parts of the study and advised of the committees involved in the process.

Mr. R. Puccini, representative of Dillon Consulting Limited, outlined

Mr. J. Riddell

REPORT

the study objectives and the various partners involved in the project. He reviewed the opportunities to increase ridership and provided highlights of the work plan. He then outlined the consultation strategy and next steps.

Items to be considered within the study are:

- servicing the south end of the City, particularly the industrial areas;
- inclusion of surrounding municipalities in the consultation process;
- including PRTs within the principle components;
- Community Energy Plan calculations to determine how changes in ridership or routes will affect gas emissions;
- addressing the perception of buses being empty too often;
- comparing how to service undeveloped areas versus higher density usage

The consultant advised they will be working closely with the planning department to ensure City policies and strategies are incorporated.

4. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT the Community Design and Development Services Report 09-55, on the `Work Plan for Transit Growth Strategy and Mobility Services Study' dated June 15, 2009, be received;

AND THAT Council authorize staff to proceed with Transit Growth Strategy and Mobility Services study as outlined in this report and the attached Work Plan, as amended to include:

- principle components to include PRTs; and
- add two (2) County elected officials to the composition of the Advisory Committee

Carried

Beverley Robson Park Master Plan Victoriaview Subdivision in Ward 2

Ms. J. Pathak, outlined the components of the park and provided details on the sight lines.

5. Moved by Councillor Bell Seconded by Councillor Piper

THAT the Community Design and Development Services Report 09-22 dated June 15, 2009, pertaining to the proposed master plan for Beverley Robson Park, be received;

AND THAT the Master Plan for the development of the Beverley Robson Park, as proposed in Appendix 2 of the Community Design and Development Services Report 09-22 dated June 15, 2009, be

REPORT

REPORT

approved;

the

AND THAT staff be directed to proceed with the implementation of

Beverley Robson Park Master Plan.

Carried

Westminister Square Ltd. – Request for Waiver of Development Charges

6. Moved by Mayor Farbridge Seconded by Councillor Bell

Ms. M. Neubauer Councillor Beard THAT staff be directed to report back to the Finance, Administration and Corporate Services Committee with a response to the request from Westminister Square Ltd. to waive development charges for the medical clinic in Westminister Woods.

	Carried
The meeting adjourned at 1:28 p.m.	
Chairperson	



Community Development and Environmental Services Committee

July 20, 2009



Purpose of the Report

- Recommend that the Council direct staff to apply the criteria developed through the Natural Heritage Strategy as the basis for identifying the Natural Heritage System and policies to be incorporated into the Official Plan Update
- Update the Council on the results of the EBR Review regarding the adequacy of existing legislation and policy to protect the Paris/Galt Moraine
- Recommend that Council direct staff to address protection of the significant portions of the Paris/Galt moraine through the NHS and the OP Update



 That the Criteria developed for the Recommended Natural Heritage System form the basis of the mapping and policy for incorporation in OP Update



10 Criteria

- Areas of Natural and Scientific Interest
- Habitat of Provincially Threatened and Endangered Species
- Significant Wetlands
- Surface Water and Fisheries Resources
- Significant Woodlands
- Significant Valleylands
- Significant Landform associated with the Paris Galt Moraine
- Significant Wildlife Habitat
- Supportive Ecological Functions Naturalization and Restoration Areas
- Wildlife Crossings



- Importance of the Natural Heritage System as part of the Official Plan Update
 - ➤ Defines the "developable area" in the Greenfield area
 - Essential to determine if there is sufficient land within the City to accommodate the forecasted growth



Natural Heritage Strategy – Greenfield Area

- There is approximately 1300 ha of developable area within the Greenfield Area, outside the Recommended Natural Heritage System
- Based on the Growth Plan density target of 50 persons and jobs/ha, the Greenfield Area would accommodate 65,000 persons and jobs



Natural Heritage Strategy _ Greenfield Area

- However it is anticipated that not all of the Recommended Natural Heritage System will be "netted out"
- For Example, the Growth Plan currently does not recognize that the Significant Landform criteria and the stormwater management facilities can be netted out of the developable area



Natural Heritage Strategy – Greenfield Area

- It is anticipated that The Developable Area may be closer to 1500 ha
- At 50 persons and jobs per ha, approximately 75,000 persons and jobs would need to be accommodated in the Greenfield Area in order to meet the Growth Plan density target



Natural Heritage Strategy – Greenfield Area

- At either 65,000 or 75,000 persons and jobs within the Greenfield Area, there is more than sufficient land to accommodate the projected 54,000 additional population and 32,400 new jobs within the City boundaries
- E.g., the Built-up area of the City has been estimated to accommodate 18,500 new units or 37,000 46,250 persons (@2.0 -2.5 ppu)



Environmental Bill Of Rights Review

- Summer 2007 City of Guelph and Ms Sandals, MPP requested a review to determine if there was adequate protection through provincial policy and legislation to protect the Paris/Galt moraine
- May 4 2009 MOE Review concluded:

"new provincial policy or legislation is not required to protect the functions of the Paris and Galt moraines"



Environmental Bill of Rights Review – MOE Conclusions

- There is adequate protection of the groundwater recharge in the Upper Grand River Watershed and other watersheds located along the Paris and Galt moraines through:
 - ➤ Provincial Policy Statement
 - > Clean Water Act, 2006
 - > the Greenbelt Plan, and
 - ➤ policies for protection of water quality and quantity such as the *Ontario Water Resources Act*



Environmental Bill of Rights Review MOE Conclusions

Further concluded that:

- 1.The *Planning Act*, and the PPS provide clear policy direction to municipalities through the preparation of official plans to plan future land uses, including restricting where development and site alteration may occur.
- 2."The policies of the PPS are designed to ...recognize linkages between and among natural heritage features and areas, surface water features and groundwater features..."



Environmental Bill of Rights Review MOE Conclusions

Conclusions cont'd:

"The water policies require the identification of surface and groundwater features and hydrologic functions necessary for the ecological and hydrological integrity of the watershed.

These features include recharge, discharge, and storage areas. Vulnerable and sensitive ground and surface water features. Their functions shall be protected, improved or restored through restrictions on development and site alteration." Sections 2.1.2 (Natural Heritage) and Sections 2.2 (Water) of the PPS.



Natural Heritage System – Significant Landform of Paris Galt Moraine

 The identification of the Significant Landform associated with the Paris/Galt moraine as part of the Natural Heritage System relies upon these same sections of the PPS (Sections 2.2.1(Natural Heritage) and 2.2(Water))



• On October 10, 2008, (CDES) resolution:

"That the matter of "Growing the Greenbelt" be referred to staff for consideration in the development of the Local Growth Management Strategy and the Natural Heritage Strategy."



Growing the Greenbelt – 6 Criteria

- > Demonstrate a functional relationship with Greenbelt Plan
- Request must come through a Municipal Council resolution
- Embraces Purpose of Greenbelt Plan
- Demonstrate functional relationship with the Greenbelt systems (Natural Heritage System, Water Resources System or Agricultural System)
- Complements and does not impede the Growth Plan targets or the goals of the Greenbelt Plan
- Demonstrate that the expansion will not undermine implementation of complimentary provincial initiatives -Source Protection Plans under Clean Water Act.



Recommendation:

That staff be directed to address the protection of significant portions of the Paris/Galt Moraine through the Natural Heritage System and policies to be incorporated into the Official Plan Update



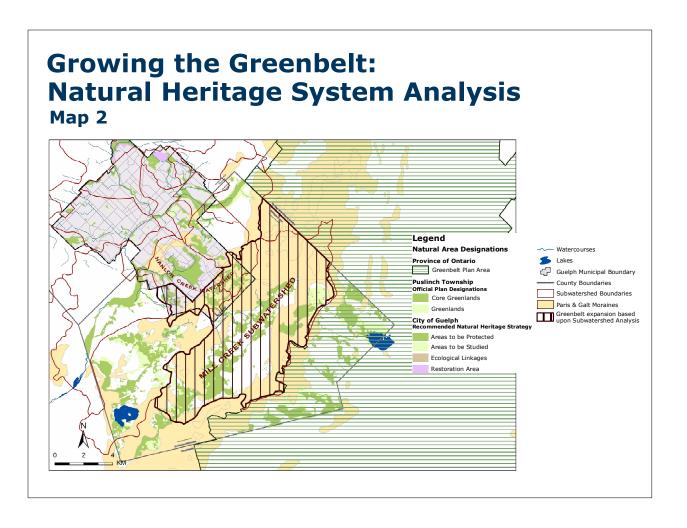
Two approaches considered:

- Water Resource System
- Natural Heritage System



Water Resources System Approach

- In order to reflect the "provincial scale approach" applied to the Greenbelt Plan, a Subwatershed analysis would include the Hanlon Creek and Mill Creek subwatersheds
- Would require support from Wellington County and Puslinch Township
- Would include large portion of the City south of Clair Road in the Greenbelt "Protected Countryside" designation – Urban Development would not permitted
- Would conflict with Growth Plan and the City's ability to meet the population and employment targets

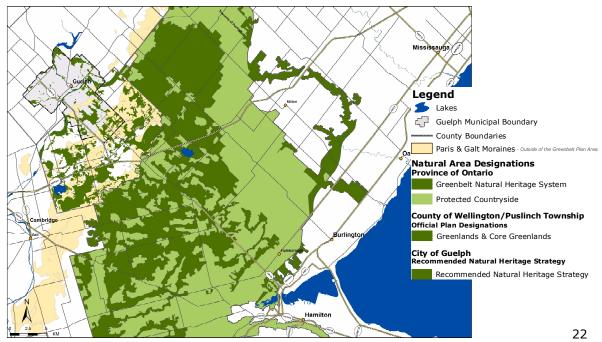




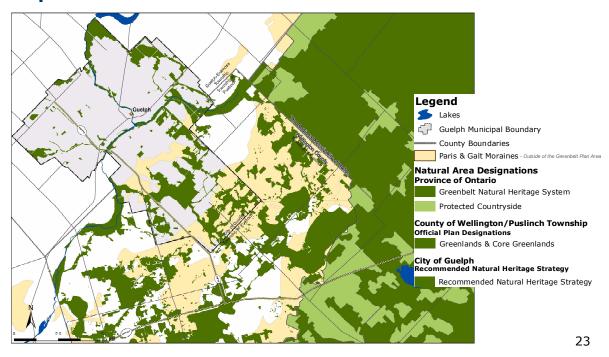
Natural Heritage System Approach

- The Natural Heritage System must first be approved as part of the Official Plan Update
- Support of Wellington County and Puslinch Township would be required to demonstrate "a significant connection to the Greenbelt area"





Growing the Greenbelt: Natural Heritage System Analysis Map 3A





Natural Heritage System Approach - Cont'd

- MMAH advised that connectivity to the Greenbelt Plan was not necessary
- To expand the Greenbelt Plan in Guelph without the connectivity of the Natural Heritage System through the Township of Puslinch, to the Greenbelt, contradicts the intent of a systems approach.



Natural Heritage System Approach - Cont'd

- Lands are required to be designated "Protected Countryside" in the Greenbelt Plan
- The NHS within the Protected Countryside designation in the Greenbelt Plan would not provide long term protection to the moraine from certain uses, such as aggregate extraction or agriculture
- The Official Plan cannot be more restrictive than the Greenbelt Plan with respect to aggregate extraction and agricultural uses



Natural Heritage System Approach - Cont'd

 Under the Official Plan approach through the Planning Act and PPS, development could not expand into the NHS without Council approval through an Official Plan Amendment



Natural Heritage System Approach - Cont'd

- Under the Greenbelt Plan, development could not expand into the Natural Heritage System without an amendment to the Greenbelt Plan
- Only the Minister can initiate an amendment to the Greenbelt Plan
- The Minister requires Council support and justification before initiating an amendment (initiation is at the Minister's discretion)
- Cabinet makes the final decision



Natural Heritage System Approach - Cont'd

- Under either approach, support from Council is required
- The only apparent advantage is that private proponents cannot initiate an amendment
- Staff recommend that Council not pursue Growing the Greenbelt



Recommendation

- That, staff be directed to apply the criteria developed through the Natural Heritage Strategy as the basis for identifying the Natural Heritage System to be incorporated into the Official Plan Update;
- And that, staff be directed to address the protection of significant portions of the Paris/Galt Moraine through the Natural Heritage System to be incorporated into the Official Plan Update."

29



Questions?

30



NATURAL HERITAGE STRATEGY

Phase 2: Terrestrial Inventory & Natural Heritage System (NHS)

FINAL REPORT & RECOMMENDATIONS



Presentation to

Committee to
Community Design
and Environmental
Services (CDES)

July 20, 2009





Presentation Outline

- Study Phasing & Goals
- Study Rationale
- Phase 2 Overview & 3 Status



- Key Findings: Existing Conditions
- Overview of Comments & Key Revisions
- Approach for NHS Identification
- Recommended Criteria & Draft Policies
 - application in mapping
 - associated draft policies
- Recommended Natural Heritage System (NHS)
- Concluding Remarks & Key Recommendations

Natural Heritage Strategy

PHASE 1 (2004 - 2005)

- Consolidated existing information (subwatershed studies, OMNR, GRCA)
- Developed working criteria for identifying locally significant natural areas

PHASE 2 (2005 - 2009)

- Added information (from Environmental Impact Studies, OMNR, GRCA)
- Added data from field studies and habitat classification mapping
- Finalized criteria for locally significant natural areas and applied them to create Natural Heritage System

PHASE 3 (2008 - 2009)

 Using Phase 2 work as the basis for natural heritage policies.

**All phases have involved consultations with the steering committee, stakeholders and

Natural Heritage Strategy Goals

- Update the City's natural heritage mapping and data (Phases 1 & 2)
- Identify what is locally significant based on current provincial guidelines, status lists, and other available information (Phase 2)
- Recommend a Natural Heritage System (NHS) based on current information and defensible criteria (Phase 2)
- Use this information to develop natural heritage policies that both recognize the existing conditions in the City and are consistent with current Provincial policies (Phase 3)



Study Rationale

1. Provincial Policy & Legislation

- Provincial Policy Statement (2005)
- Species at Risk Act for Ontario (2007)

2. Regional & Local Policies

- Growth Plan for the Greater Golden Horseshoe (2006)
- City's current Official Plan (1994, 2006)
- Environmental Action Plan (2003)
- City's Strategic Plan (2006)

Goal 6: "A leader in conservation and resource protection / enhancement"





Provincial Policy (2005)

- 2.1.1 Natural features and areas shall be protected for the long term.
 - 2.1.2 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.



Provincial Policy cont'd

- 2.1.3 Development and site alteration shall not be permitted in:
 - significant habitat of endangered species and threatened species
 - significant wetlands in Ecoregions 5E,
 6E and 7E1
 - significant coastal wetlands
- 2.1.4 Development and site alteration shall not be permitted in:
 - significant woodlands south and east of the Canadian Shield
 - significant valleylands south and east of the Canadian Shield
 - significant wildlife habitat
 - significant areas of natural and scientific interest (ANSIs)

unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions

Study Rationale cont'd

3. Provision of Ecosystem Services

- contribute to air pollution control
- moderate temperature extremes
- help protect groundwater
- help prevent erosion & flooding
- opportunities for leisure & recreation
- contribute to social wellbeing

4. Taking Responsibility

- contributing to biodiversity protection
- Having a connected system may support some adaptation to climate change



Phase 2 Overview

- Updates to natural heritage data
 - Various background sources
 - Habitat classification
 - Field surveys (outside wetlands and floodplains)
- Criteria revisions and application
- Consultations:
 - Ongoing with City Staff & Steering
 Committee
 - FALL WINTER 2008: Committee to Council, Stakeholders / Public, Agencies / Local Municipalities
- Draft Report (August 2008)
- Final Report (March 2009)



Phase 3 Status

 Draft natural heritage policies under development

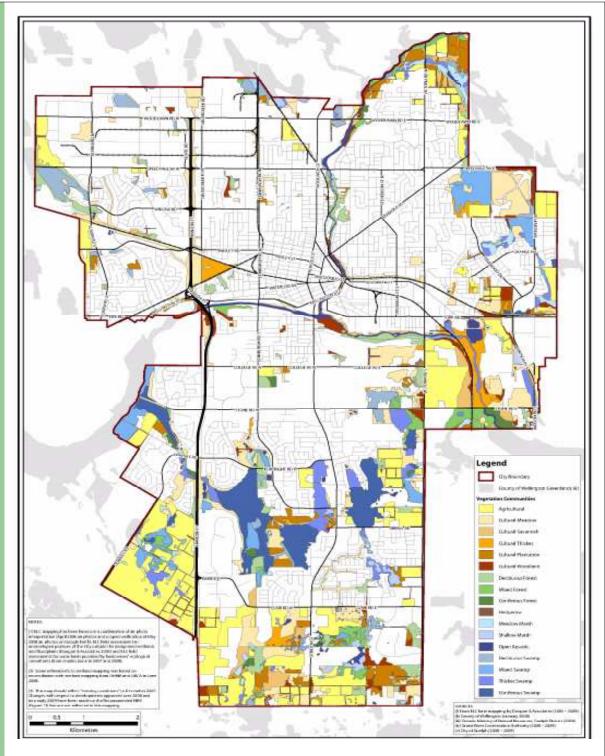
Note: Close correspondence with the recommended NHS criteria

- Input to date received from:
 - City staff
 - Guelph EAC
 - NHS Steering Committee
 - Stakeholders (e.g., agencies, small and large landowners)
 - Community
- Draft policy direction presented today



Existing Conditions - Habitats

- CITY OF GUELPH (~8800 ha)
 - 24% still "natural" (~2160 ha)
- **UPLAND WOODS / FOREST** (incl. plantations)
 - 7% of City (~600 ha)
- WETLANDS & OPEN WATER (incl. swamps)
 - 9% of City (~800 ha)
- SUCCESSIONAL HABITATS (incl. meadows, thickets)
 - 8% of City (~750 ha)
- OTHER LAND COVERS (residential, commercial, industrial, institutional, parklands, agricultural)
 - 76% (~6700 ha)
- FOREST COVER
 - 12.5% of City (~ 1100 ha) incl. swamps
 - 9% of City deciduous, coniferous & mixed forest
 - 3.5% plantations, cultural woodlands, hedgerows
 - some forested swamp habitats large, but upland forests very fragmented



Ecological Land Classification

Key Findings: Existing Conditions - Species

PLANT SPECIES

- 1 federally & provincially END
- 6 provincially rare
- 27 locally significant

BIRD SPECIES

- 28 locally significant
- incl. 12 area-sensitive

AMPHIBIANS

- 4 of 9 species locally significant
- 1 federally THR species



Approach: Criteria-based

- Assessment of all remaining natural areas in the City of Guelph
- Screening of those areas to determine which are significant from a natural heritage perspective
- Identification of a Natural Heritage
 System (NHS) using criteria that are:
 - consistent with requirements of the PPS, supporting guidelines, related legislation
 - readily applied with existing data, or data that can be readily obtained
 - rooted in the current principles and practice of conservation biology
 - consistent with approaches in other comparable municipalities
 - reflective of Guelph's unique natural heritage

Approach: Mapping Qualifications

- Based on compilation of the most current available information, but still requires verification at the site level through more detailed studies
 - E.g., feature boundaries, fish habitat,
 "other" wetlands status
- Significant species mapping not comprehensive



Comments on Draft Report (1 of 2)

- General support for NHS & a criteriabased approach
- Some comments re. specifics of the criteria & their application:
 - the use of a weighted approach (i.e. primary + secondary criteria)
 - inclusion of cultural woodlands as Significant Woodlands
 - exclusion of plantations from Significant Woodlands
 - Significant Landform criterion
 - Habitat for Sig Species criterion



Comments on Draft Report (2 of 2)

• Need for:

- more refined ELC
- minimum buffers
- restoration areas

Some areas overlooked:

- City and GRCA owned natural areas
- University of Guelph Arboretum lands

Some areas captured that should not:

- some areas already identified for development through detailed studies in progress, including linkages
- some wildlife crossings and linkage opportunities overlooked



Key Changes from Draft

- Integration of more refined ELC for some areas (where provided)
- Criteria Revised
 - all criteria made primary
 - Landform criterion
 - Sig Species criteria
 - Minimum Buffers added
- Linkages reviewed
- Identification of Restoration Areas



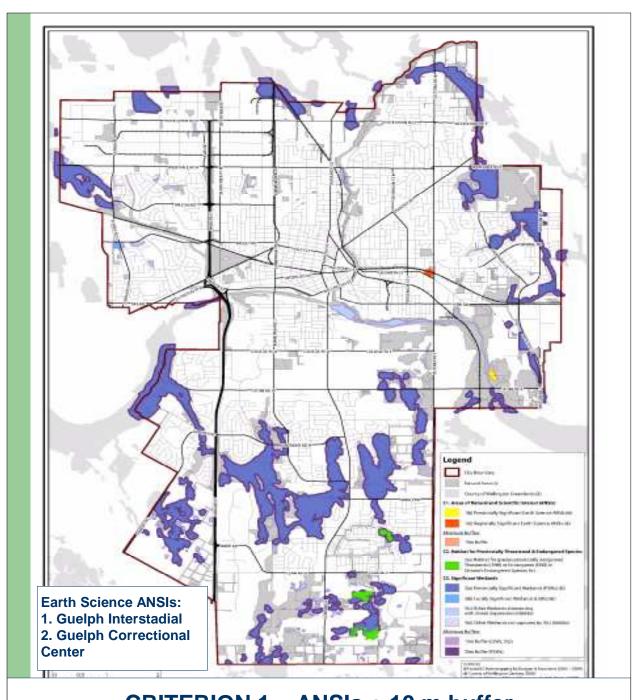
 Recommended NHS reviewed to ensure consistency with draft plan approvals to February 2009

Overview of Criteria

- ANSIs + min. buffers
- Habitat for THR & END Species
- Significant Wetlands + min. buffers
- Surface Water & Fisheries Resources
 + min. buffers
- Significant Woodlands + min. buffers
- Significant Valleylands
- Significant Landform

 (i.e., significant portions of the Paris-Galt Moraine)
- Significant Wildlife Habitat

 deer wintering areas, waterfowl
 overwintering areas, significant
 vegetation types, significant species
 habitat, ECOLOGICAL LINKAGES)
- Naturalization / Restoration Areas
- Wildlife Crossings



CRITERION 1 – ANSIs + 10 m buffer

CRITERION 2 – Habitat for THR & END Species

CRITERION 3 – SIGNIFICANT WETLANDS

PSW + 30 m buffer, LSW + 15 m buffer, Other

Category 2: Habitat for THR & END Species

Development not permitted in habitat for provincially THR or END species

Extent of habitat required and associated buffers to be determined on a case by case basis in consultation with OMNR and Recovery Team (if applicable)



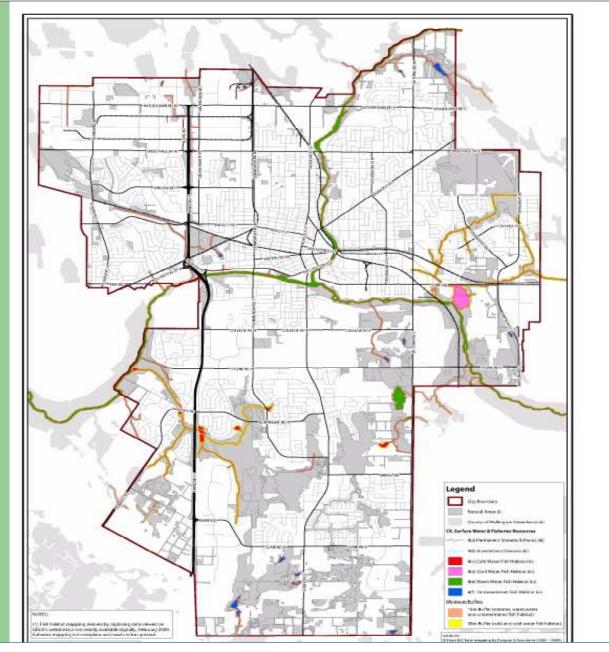
Category 3: Significant Wetlands

3(a) Provincially Significant Wetlands (PSWs)

3(b) Locally Significant Wetlands (LSWs)

3(c) Other Wetlands: some may be developed if below size threshold





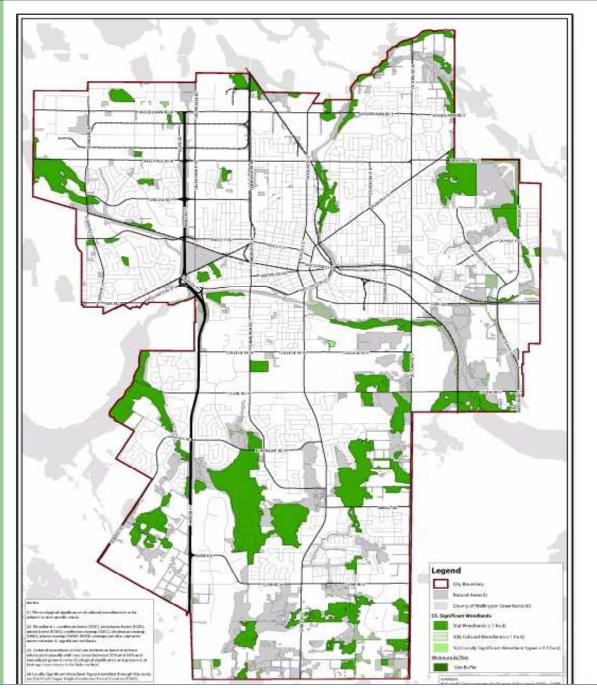
CRITERION 4: SURFACE WATER & FISHERIES RESOURCES

Streams (Permanent & Intermittent) + 15 m buffer

Cold Water Fish Habitat + 30 m buffer

Warm Water Fish Habitat + 15 m buffer

Groundwater Sensitivity Zones



CRITERION 5: SIGNIFICANT WOODLANDS

Woodlands > 1 ha + 10 m buffer

Locally Significant Woodland Types > 0.5 ha + 10 m buffer

Category 5: Significant Woodlands

Excludes tree plantations

Includes *cultural woodlands* but identifies them separately to allow for more flexible policy treatment

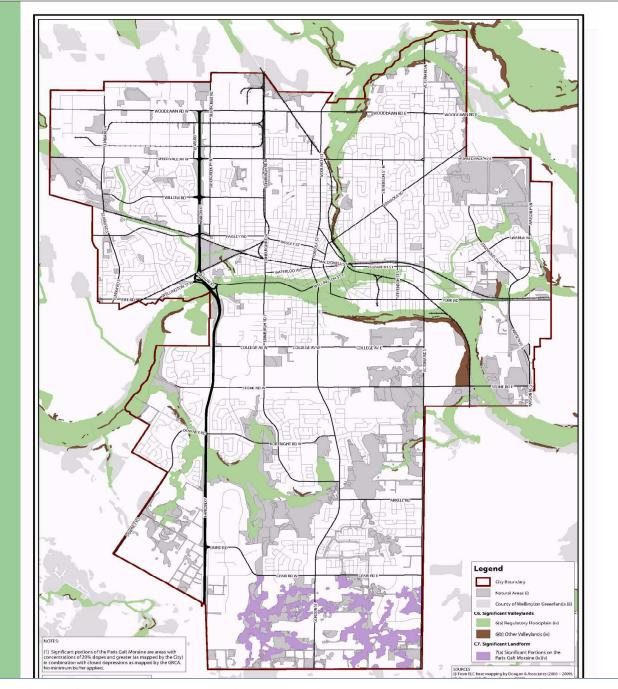
"wooded areas that have been previously altered significantly by human disturbance – such as agriculture – but have naturalized to the point where tree cover is 35% to

60% ..."

Locally significant woodland types:

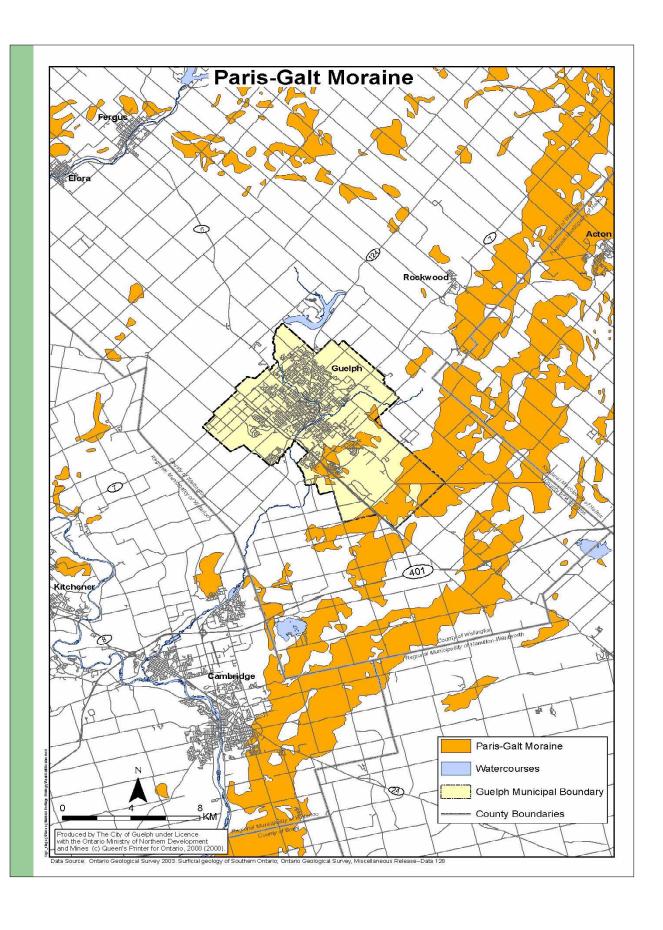
includes provincially rare woodland types and Sugar Maple forests





CRITERION 6: SIGNIFICANT VALLEYLANDS

Regulatory Floodplain + Other Valleys
CRITERION 7: SIGNIFICANT LANDFORM
Significant portions of the Paris-Galt Moraine









Significant Landform

- City Staff mandated by Council to address protection of the Paris-Galt Moraine in the City through the NHS (October 2008).
- Groundwater experts agree that capturing slopes and closed depressions on the moraine helps define critical groundwater recharge and surface catchment areas.
- Although the Moraine covers much of the City's south end, a relatively small proportion has been identified for protection to balance the need to accommodate growth.



Significant Landform

SURROGATE MEASURE FOR SIGNIFICANCE:

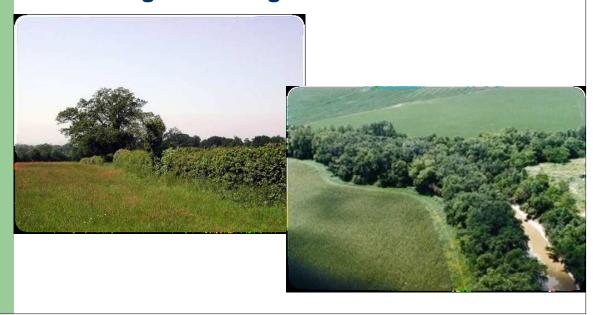
Concentrations of 20% slopes within 40 m of each other associated with closed depressions and other NHS features

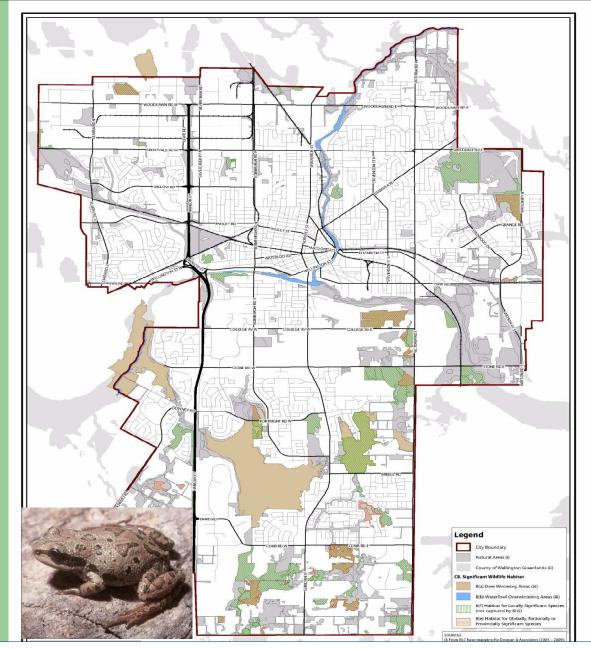
RATIONALE FOR PROTECTION:

- HYDROLOGIC: Based on available information, these areas likely to contribute disproportionately to local groundwater recharge and supporting local wetlands.
- ECOLOGICAL LINKAGE: The natural heritage in the south end of the City is not well connected by the other criteria categories; the Moraine provides critical linkages between other significant features.
- HABITAT FOR SIGNIFICANT SPECIES:
 The current diversity of vegetation communities on the Moraine provides habitat for a number of significant species.
- AESTHETIC: Moraine considered topographically unique and contributing to local natural heritage by Province; also considered such by community.

Category 8: Significant Wildlife Habitat

- Deer wintering areas
- Waterfowl overwintering areas
- Provincially Significant Vegetation Types
- Locally Significant Vegetation Types
- Habitat for Globally, Nationally,
 Provincially Significant Species (not captured by Category 2) subject to study
- Habitat for Locally Significant Species
 - Lists developed for Wellington County
- Ecological Linkages





CRITERION 8: SIGNIFICANT WILDLIFE HABITAT

8(a) Deer wintering areas

8(b) Waterfowl overwintering areas

8(c) & (d) Significant Vegetation Types

8(e) & (f) Habitat for Significant Species

8(g) ECOLOGICAL LINKAGES

Criteria 9 and 10

Naturalization / Restoration Areas

- lands closely associated w/ NHS
- primarily on City or GRCA lands
- SWM facilities are included

Wildlife Crossings

- flag approx. locations where measures to facilitate safe wildlife crossing should be implemented
- guidelines and policy direction to be developed in consultation with the Engineering Department

Wildlife Crossings



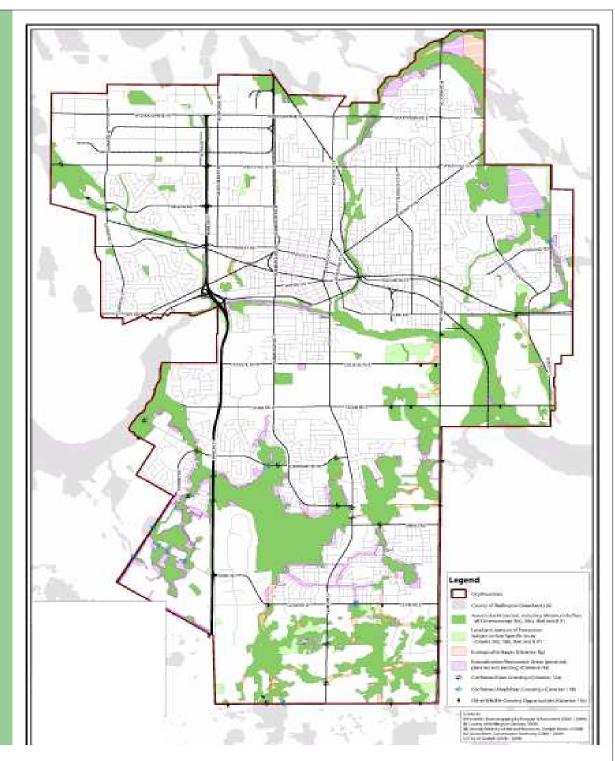




Wildlife Crossings







Recommended NHS

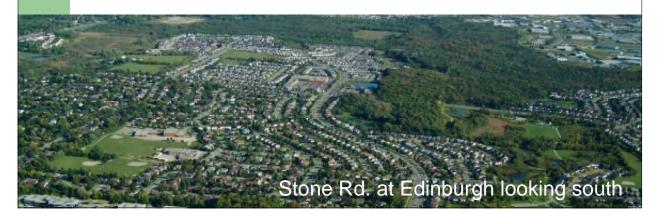
w Linkages, Wildlife Crossings & Restoration Areas

Recommended NHS

22.2% of City (~1960 ha)

Current policy direction:

- 18.2% of City "no development"
- 1.6% of City <u>may</u> be developed in part or whole subject to more detailed environmental studies
 - · "other" wetlands
 - cultural woodlands
 - habitat for significant species
- 2.4% of City identified as naturalization / restoration areas



Key Study Recommendations

- NHS criteria (& supporting mapping) should be basis for policy development & official plan updates.
- The buffers identified are minimum buffers
 - could not be applied in some areas
 - may be determined to be inadequate in areas to be developed (or re-developed).
- Ecological linkages are very constrained in the City and should be given the highest degree of protection and/or enhancement possible.
- Trails within the NHS must balance provision of access with protection of these areas.
- 5. Where municipal infrastructure is required to go through the NHS, the City shall work to:
 - minimize the extent of the NHS traversed and/or occupied,
 - mitigate impacts during the planning, design and construction of said infrastructure, and
 - undertake restoration following construction.
- 6. The significant species lists should be endorsed by the City and County as <u>working</u> lists to support ongoing environmental planning.

Draft Permitted Uses

Existing uses In most NHS features

- habitat conservation / restoration
- passive recreation (e.g., trails, signs)

In some NHS features

- flood and erosion control
- essential infrastructure (e.g., roads, pipelines and/or linear utilities)
- other works permitted by the GRCA / DFO

In buffers to NHS features

- the uses listed above
- low-impact stormwater management
- storm water management facilities

subject to an approved Environmental Impact Study (EIS) or Environmental Assessment (EA)

Next Steps

Phase 3

- Revised policies to be brought forward
- Additional Consultations
- Finalization of natural heritage policies and integration into Official Plan Updates



THANK-YOU



COMMUNITY DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE CONSENT AGENDA

July 20, 2009

Members of the Community Development & Environmental Services Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

REPORT	DIRECTION
CDES-2009 A.24) Committee Mandate and Charter	Approve
THAT the attached draft be used as a starting point for the development of a formal mandate and charter by the Community Development and Environmental Services Committee.	
CDES-2009 A.25 Request for City to Purchase 168 Fife Road for Parkland	Approve
THAT Report 09-53 regarding the request for the City to purchase the property at 168 Fife Road for the purpose of developing a new public park, from Community Design and Development Services, dated July 20, 2009, be received;	
AND THAT City Council take no action with respect to the request for the City to purchase the property municipally known as 168 Fife Road, legally described as Part of Lot B, Concession 2, Division E, in the City of Guelph, for the purpose of developing a new public park.	

CDES-2009 A.26 City of Guelph Water Conservation Public Advisory Committee – Terms of Reference

Approve

THAT Council approve the formation of a Water Conservation and Efficiency Advisory Committee, consistent with the attached Terms of Reference, to support the ongoing implementation of the 2009 Water Conservation and Efficiency Strategy Update;

AND THAT staff report annually to Council to provide status updates on Water Conservation and Efficiency Advisory Committee activities and the implementation of the 2009 Water Conservation and Efficiency Strategy.

CDES-2009 A.27) BROWNFIELD REDEVELOPMENT GRANT REQUEST FOR 84 AND 86 WYNDHAM STREET SOUTH AND 68A, 68B AND 72 YORK ROAD

THAT Community Design and Development Services Report 09-62, dated June 20, 2009, regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road, be received;

AND THAT the request for financial assistance made by Terra-View Riverside Ltd. under the Tax Increment-Based Grant Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road be approved to an estimated upset total of \$138,000 to be issued over a period of 3 years subject to the terms and conditions set hereto as Attachment 3;

AND THAT the request for financial assistance made by Terra-View Riverside Ltd. under the Tax Assistance During Rehabilitation Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road be approved for a duration of up to three (3) (i.e. 2009– 2012) years subject to the terms and conditions attached hereto as Attachment 3;

AND THAT Council direct staff to prepare a by-law to implement municipal tax assistance during rehabilitation in accordance with the Municipal Act and that the appropriate information and material be sent to the Minister of Finance requesting relief from the education portion of the taxes for the properties municipally known as 84 and 86 Wyndham Street South, 68A, 68B and 72 York Road for a duration of up to three (3) years;

AND THAT staff be directed to proceed with the finalization of Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements with Terra-View Riverside Ltd. to the satisfaction of the Director of Community Design and Development Services and the Director of Corporate Services/City Solicitor;

AND THAT the Mayor and Clerk are authorized to sign the Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements.

CDES-2009 A.28) STRATEGIC URBAN FOREST MANAGEMENT PLAN AND TREE BY-LAW UPDATE

Approve

THAT the Community Development and Environmental Services Report 09-61 dated July 20, 2009, regarding the Strategic Urban Forest Management Plan and Tree By-law Update, be received;

AND THAT staff be directed to prepare permanent tree protection by-laws within the City of Guelph.

CDES-2009 A.29) GUELPH NATURAL HERITAGE STRATEGY PHASE 2
TERRESTRIAL INVENTORY & NATURAL
HERITAGE SYSTEM (MARCH 2009)

MOE ENVIRONMENTAL BILL OF RIGHTS REVIEW RESPONSE PARIS GALT MORAINE (APRIL 2009)

ANALYSIS OF GROWING THE GREENBELT

THAT the Community Design and Development Services Report 09-40 regarding the Natural Heritage Strategy, dated July 20, 2009, be received;

AND THAT staff be directed to apply the criteria developed through the Natural Heritage Strategy Phase 2 Report – Terrestrial Inventory & Natural Heritage System prepared by Dougan and Associates, dated March 2009 and summarized in Attachment 2, as the basis for identifying the Natural Heritage System and policies to be incorporated into the Official Plan Update;

AND THAT staff be directed to address the protection of significant portions of the Paris/Galt Moraine through the Natural Heritage System and policies to be incorporated into the Official Plan Update.

Approve

CDES-2009 A.30) BICYCLE POLICY

Approve

THAT the Community Design and Development Services Report 09-61, on 'Bicycle Policy', dated July 20, 2009, be received;

AND THAT Council approve a policy to provide demarcated bike lanes instead of bike routes as part of reconstruction of arterial roadways that are not identified in the Official Plan as having either bike lanes or bike routes;

AND THAT Council authorize staff to undertake retrofit construction to include bike lanes in sections of roadways that are designated to include bike lanes but are not scheduled for full reconstruction in the near term.

CDES-2009 A.31) CHANGES TO ADMINISTRATIVE PROCEDURES FOR LODGING HOUSES AND ACCESSORY APARTMENTS

Approve

THAT the Community Design and Development Services Report 09-60 regarding the Administrative Procedures for Lodging Houses and Accessory Apartments, dated July 20, 2009, be received;

AND THAT staff be directed to report back with a proposed amendment to the Business Licensing By-law, to require Lodging Houses to have a business license;

AND THAT staff be directed to prepare an amendment to the Zoning Bylaw to require a licensing process in order to establish priorities for lodging houses;

AND THAT staff be directed to report back with a proposed amendment to the Registration of Two-Unit Houses By-law Number (1997)-15392, to incorporate the expiration of registration after three years to require the reinspection of these properties.

CDES-2009 A.32 WELLINGTON STREET DAM AND PARKLANDS AGREEMENT

Approve

THAT the Community Development and Environmental Services Report 09-67, dated July 20, 2009, regarding the Wellington Street Dam and Parklands Agreement be received;

AND THAT staff investigate the physical condition of the Wellington Street Dam and the financial, environmental and liability implications of the possible control and maintenance of the dam structure and report back on the results before deciding to take responsibility for the lands and infrastructure;

AND THAT staff continue to work with the Grand River Conservation Authority to resolve the issues associated with the expired agreement;

AND THAT staff hold initial public consultation sessions to gauge the public interest in the long term operation and possible removal of the Wellington Street Dam;

AND THAT staff investigate the possibility of undertaking a Municipal Class Environmental Assessment (EA) under Schedule "B" to assess the long term operation including possible removal of the dam structure and the downstream weir structures;

AND THAT this project be considered for the 2010 Capital Budget.

CDES-2009 A.33 FCM GREEN MUNICIPAL FUND SUPPORT FOR GUELPH INNOVATION DISTRICT SECONDARY PLAN

Approve

THAT Report No. 09-65, dated July 20, 2009 from Community Design and Development Services, regarding FCM Green Municipal Fund Support for the Guelph Innovation District Secondary Plan be received;

AND THAT Council direct staff to apply for a FCM Green Municipal Fund Grant for the development of the Guelph Innovation District Secondary Plan as a sustainable community plan that includes a sustainable community vision and sustainability targets;

AND THAT the City of Guelph requests \$155,000 from FCM Green Municipal Funds to help offset total projects of \$340,000 which were previously approved by Guelph Council.

B Items for Direction of Committee

attach.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Information Services

DATE July 20, 2009

SUBJECT Committee Mandate and Charter

REPORT NUMBER

RECOMMENDATION

THAT the attached draft be used as a starting point for the development of a formal mandate and charter by the Community Design & Environmental Services Committee.

BACKGROUND

Earlier this year, City Council approved the mandate and charter for the Governance Committee to be used as a template for other standing committees of Council. To date, mandates and charters have been prepared for the Governance Committee, the Land Ambulance Committee and the Audit Committee.

REPORT

Staff have drafted a mandate and charter for the Community Design & Environmental Services Committee based on the approved Governance Committee model. It is recommended that this draft be used as a starting point for the development of a formal mandate and charter for the Community Design & Environmental Services Committee.

CORPORATE STRATEGIC PLAN

Goal 5, a community focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

n/a

DEPARTMENTAL CONSULTATION

n/a

COMMUNICATIONS

n/a

ATTACHMENTS

Draft Mandate and Charter

Original Signed by

Prepared By:

Joyce Sweeney, Council/Committee Co-ordinator. (519) 822-1260, ext. 2440 joyce.sweeney@guelph.ca

Original Signed by

Recommended By:

Lois A. Giles, Director of Information Services/Clerk. (519) 822-1260, ext. 2232 lois.giles@guelph.ca

Committee Mandate and Charter

Community Development & Environmental Services

A. Mandate for the Community Development & Environmental Services Committee

1 Mandate

The Committee's Mandate defines its core areas of management and responsibility.

Established by Procedural Bylaw (1996)-15200 for Standing Committees, it is the mandate of the Community Development & Environmental Services Committee to ensure that appropriate policies, principles, procedures and roles are established to guide and enhance for the following functional areas:

- I. Community Design & Development Services;
- II. Environmental Services;

2. Composition of the Committee

- I. The Committee is comprised of four members of Guelph City Council and the Mayor.
- II. The Chair is elected by the Committee at their first meeting of each year.
- III. Additional staff members or specialists may be called upon to conduct research, communications or any other Committee identified requirements.

B. Committee Charter

The Committee's Charter outlines how the Committee will satisfy the requirements set forth by Council in its Mandate. This Charter comprises:

- Operating principles
- Responsibilities and duties
- Operating procedures

I. Operating Principles

All Committee work will be carried out in accordance with provisions of the Municipal Act and the Committee shall fulfill its responsibilities within the context of the following principles:

i. <u>Committee Values</u>

The Council Code of Conduct, transparency and accountability guide Committee efforts and promote interaction with the highest ethical standards and professionalism while ensuring that the best interests of the community are met. The Council endorsed corporate values of wellness, integrity and excellence will also be observed.

Committee Charter

1

ii. Communications

The Committee Chair will act as the primary spokesperson for any inquiries.

iii. <u>Meeting Agenda</u>

Committee meeting agendas shall be the responsibility of the Chair of the Committee in consultation with the Mayor, CAO and other senior staff.

iv. Notice of Meetings

Public notice of all committee meetings will be provided on the City's electronic general calendar at least 72 hours prior to a meeting: by posting a notice in City Hall at least 72 hours prior to the meeting; and by publication in a local paper at least 72 hours prior to the meeting.

It is recognized that some items consistent with Section 239 in the Municipal Act may require a meeting to be closed to the public. The holding of any closed meetings and the general nature of the matter to be considered will be made public to ensure full transparency.

v. <u>Committee Expectations and Information Needs</u>

Meeting minutes will be recorded and distributed to Committee members with each meeting agenda.

All decisions that lead to the formulation of recommendations for Council consideration will take place at the Committee meetings only and not through electronic or other outside exchanges.

All pertinent information will be shared with all Committee members in advance of meetings. This can include but not be limited to meeting minutes, any supplemental information, public input, media requests etc.

vi. Reporting to Council

The Committee will report to Council with recommendations for approval.

II. Responsibilities and Duties

Specific roles and responsibilities for the Committee as a whole, Chair and Committee members include:

 To make recommendations for the consideration of Guelph City Council with respect to Community Design & Development Services and Environmental Services matters.

Chair

 To maintain order and decorum during meetings, decide questions of procedure, and generally ensure that the committee work proceeds smoothly according to the committee's mandate.

- To ensure that adequate and appropriate opportunities are provided for input by the public and other key stakeholders at meetings;
- To engage all members in the decision making process.

Committee members:

- To read all agenda material, and seek clarification on any matters prior to meetings in order to make the most effective use of the committee's time;
- To attend meetings and participate fully in all committee work;
- To debate the issues in an open, honest and informed manner to assist the decision-making process;
- To actively contribute to reaching committee recommendations and directions;
- To represent and advocate on behalf of constituents, keeping in mind the entire municipality when considering and addressing issues.

III. Operating Procedures

- i. The Committee shall meet on the third Monday of each month
- ii. A quorum shall be a majority of the whole committee (3).
- iii. Meeting minutes will be provided to each member of the committee as part of the agenda for meetings.
- iv. The Chair of the Committee shall establish regular meeting dates and be responsible for calling the meetings.
- v. Any rule not stated herein is deemed to be provided in Bylaw 1996-15200 Consolidated Procedural By-law.
- vi. The Chair may, at their discretion, exercise their right to vote at any time.

	3 Committee Charter July 2009

COUNCIL REPORT



TO Guelph City Council

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT Request for City to Purchase 168 Fife Road for

Parkland

REPORT NUMBER 09-53

RECOMMENDATION

"THAT Report 09-53 regarding the request for the City to purchase the property at 168 Fife Road for the purpose of developing a new public park, from Community Design and Development Services, dated July 20, 2009, BE RECEIVED and;

THAT City Council take no action with respect to the request for the City to purchase the property municipally known as 168 Fife Road, legally described as Part of Lot B, Concession 2, Division E in the City of Guelph, for the purpose of developing a new public park."

BACKGROUND

At a meeting of the Community Development and Environmental Services Committee held on May 19, 2009, the Committee received a request for the City to purchase the property at 168 Fife Road for the purpose of developing a new public park. The Committee adopted the following resolution:

"THAT the request for the City to purchase 168 Fife Road for park purposes and name the park after Mrs. Annie Farrelly be referred back to staff to report back to Committee."

The following background section of the report provides information on the subject lands as well as a summary of the resulting zoning bylaw amendment application process that has preceded the request for the City to purchase 168 Fife Road as a new public park.

The subject property at 168 Fife Road is a 1.3 hectare, irregularly shaped parcel located on the south side of Fife Road between Pamela Place to the west and Gombas Place to the east. The site is bounded by existing residential development to the west and east and the Guelph Exeter Railway (GEXR) and the City boundary to the south (see Location Map in **Schedule 1**). The property is designated "General Residential" in the City of Guelph Official Plan and currently zoned R.2 (Semi-detached/Duplex), Specialized R.3A-40 (Townhouse) and UR (Urban

Reserve) (See also **Schedule 1** attached). The existing residential zones are the result of a recent zoning by-law amendment application and Ontario Municipal Board (OMB) Hearing and decision. The effect of the decision is to allow the site to be developed by two semi-detached dwellings (four dwelling units) fronting on Fife Road and a 12 unit Townhouse development. A detailed summary and chronology of the zoning by-law amendment is provided on **Schedule 2**.

Following the zoning approval by the OMB, a severance application was approved by the Committee of Adjustment to create the two parcels for the construction of the two semi-detached dwellings (4 units). These lots have now been created and at the time of writing this report, a building permit has been issued to construct one of the two semi-detached dwellings at 146/148 Fife Road in keeping with the approved R.2 (Semi-Detached/Duplex) zoning. Further the owner intends to proceed to construct the second semi-detached dwelling in the near future. The remaining portion of the property, which is currently for sale, would currently permit the development of 12 townhouse units in accordance with the OMB approved R.3A-40 (Cluster Townhouse) zoning. It would be this portion of the subject lands that would be available for the City to purchase as parkland. The following provides a staff recommendation related to the request for the City to purchase the property for public park purposes.

REPORT

City Staff recommend that City Council take no action on the request to purchase the property at 168 Fife Road for the purpose of a new public park. This recommendation is based on four reasons noted below:

- 1. The existing neighbourhood is already well served by existing parkland.
- 2. The configuration of the proposed park does not satisfy current park standards and poses safety concerns.
- 3. The City's Parkland Reserve is in a deficit position.
- 4. Consideration of the City's Growth Management Strategy and the Provincial Growth Plan.

1. Existing Parkland

The surrounding neighbourhood is already well served with parkland. Springdale Park is a large 2.65 hectare (6.55 acre) Community Park, and the related open space provided by Gateway Drive School, that is within a 1 kilometre walking distance from the subject site (see location map on **Schedule 1**).

2. Park standards and safety concerns

Staff has concerns with the location and configuration of the subject lands for the development of a public park. After the development of the two semi-detached dwellings along Fife Road, the remaining land is a flagged shaped parcel with only 12 metres of street frontage. This narrow frontage along a public street is insufficient for the development of a park, recognizing that current park planning standards would seek a minimum frontage of 50 metres for any small park.

Appropriate street frontage for a park is important to create "eyes on the park" to ensure the safety of park users. Staff is concerned with the configuration of this parcel for a public park, as there would be little visibility from Fife Road and the park would back onto the rear yards of all adjacent residential properties.

In addition, a public park in this location would also have to apply safety measures (e.g. fencing) as the lands abut the Guelph Exeter (GEXR) rail line that runs along the southern boundary of the site. Further, the property abuts the City boundary to the west and south and is not located in a central location within the neighbourhood to provide appropriate neighbourhood accessibility and connectivity, which are important considerations when establishing a public park.

3. Parkland Reserve

Lands for park purposes are usually purchased using money available in the City's parkland reserve. At this time, the City's parkland reserve fund is still in deficit, due to the substantial monies used to purchase of the South End Community Park several years ago. It is important that the City be prudent when pursuing the future purchase of any parkland to ensure that the proper resources are available and that the parkland purchase would best serve the interests of the entire community. The purchase of land for parks purposes should therefore only be considered to address a current parkland deficiency, which is not the case in this situation.

Staff has also confirmed that the property is not currently listed for sale on the local Multiple Listing Service (MLS) and therefore the amount of money needed to purchase the site is an unknown at this time. The price of \$599,000 quoted in the material presented to CDES, represented a feeler put out by a Real Estate Broker on behalf of the current owner, to the local development community. This was prior to the decision to proceed with construction of the semi-detached dwellings.

4. Consideration of the City's Growth Management Strategy and the Provincial Growth Plan

As noted earlier in this report, the subject lands were only recently rezoned to allow a residential infill project. The current zoning followed a lengthy public process and ultimately an Ontario Municipal Board (OMB) decision. The City's Growth Management Strategy and the Provincial Growth Plan both encourage appropriate infill and intensification within the built up areas of the City. The subject property is located within the Built Boundary of the City and the effect of purchasing the lands for parks purposes would be to lose the potential to build 12 townhouse dwellings that currently form part of the inventory of future units to be constructed within the Built Boundary. Staff would remind Council that it is a requirement of the Provincial Growth Plan that by the year 2015, and for each year thereafter, at least 40 percent of new growth must occur within the Build Boundary. From a staff perspective, it does not make sense to lose a potential infill project less than a year after it was approved.

Staff would also advise that the issue regarding the option for the City to purchase

168 Fife Road as parkland was also raised at a number of the neighbourhood facilitated sessions that were held as part of the zoning by-law amendment process. This option was reviewed by staff and determined to be inappropriate for the reasons discussed in this report. It was explained that the development would require the developer to pay cash-in-lieu of parkland that would add to the City's parkland reserve and contribute towards City wide park upgrades.

Based on the above, Staff recommends that the City not purchase the property at 168 Fife Road for the purpose of developing a new public park and that Council take no further action with respect to this request.

In addition, staff would note that this report has not addressed the naming of the park after Mrs. Annie Farrelly as any naming of municipal assets must follow the recently approved naming policy. Should Council decide to pursue the purchase of these lands for parks purposes, the consideration of the naming of the park will follow the procedures set out in the naming policy, after the development of the park.

CORPORATE STRATEGIC PLAN

The City purchase of the subject property for the purpose of developing a new public park does not support the Urban Design and Sustainable Growth Goal #1: An attractive, well-functioning and sustainable City.

FINANCIAL IMPLICATIONS

The City purchase of 168 Fife Road for the purposes of parkland would increase the current deficit that is identified within the parkland reserve fund. The ultimate development of the subject lands in accordance with the approved zoning will provide a cash-in-lieu of parkland payment that will reduce the size of this deficit and contribute towards City-wide park upgrades.

DEPARTMENTAL CONSULTATION

Staff with Community Services, Operations, and Finance have reviewed this report and support the recommendations.

COMMUNICATIONS

The individual making the request has been advised verbally and in writing of the date and time of when this report will be considered by Council.

ATTACHMENTS

Schedule 1 - Location Map and Existing Zoning

Schedule 2 - Summary and Chronology of Zoning Application affecting 168 Fife Road.

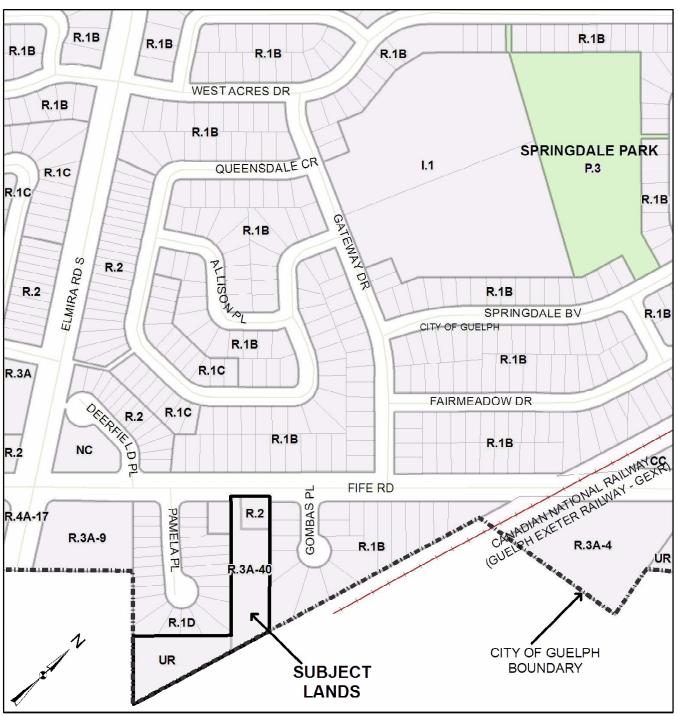
Prepared By:

R. Scott Hannah Manager of Parks and Development Planning

Recommended By:

Jim Riddell
Director of Community Design and
Development Services

SCHEDULE 1



Site Location and Existing Zoning

SCHEDULE 2 Summary and Chronology of Zoning application affecting 168 Fife Road

The property owner submitted a zoning bylaw amendment application to the City in February of 2007 requesting that the 0.76 front portion of the subject lands be rezoned to permit an infill development of 18 residential units, consisting of 4 semi-detached dwelling units and 14 cluster townhouse units. The semi-detached units were proposed along the frontage of Fife Road, while the proposed 14 unit townhouse development would be located to the south, accessed by a 6 metre wide private road from Fife Road. The layout of this development concept was revised following a number of facilitation sessions that were held in an attempt to resolve neighbourhood issues surrounding the application. A further modification to the concept was implemented through a subsequent decision of the Ontario Municipal Board (OMB), which approved the application with a reduced number of 12 townhouse units to be developed in three groups of four units.

The following provides a brief summary of the zoning bylaw amendment application process for this infill development project:

- Following circulation of the application in January of 2007, City staff held two
 public information meetings (February 15, 2007 and September 13, 2007)
 with adjacent residents in an effort to address a number of neighbourhood
 issues and concerns.
- The application proceeds to the statutory Public Meeting at Council on December 2, 2007 with staff recommending approval of the application, as outlined in Staff Report 07-111. Council defers application and directs staff to continue to work with the community members and the developer towards the reconciliation of neighbourhood issues.
- City engages Glenn Pothier of GLPi to facilitate meetings between neighbouring residents, the applicant and City staff in an effort to resolve an identified list of issues, mainly with respect to the density and compatibility of the townhouse development. Meetings were held on February 7, March 19, and May 15 of 2008.
- Staff present follow-up report to Council on July 7, 2008 (Report 08-72) reporting on the results of the facilitated sessions and provide recommendation to Council to approve application, consisting of 4 semi-detached dwelling units and 14 cluster townhouse units within a revised layout. Council approves a modified zone change application by reducing the total number of permitted cluster townhouse units to 12.
- Owner appeals decision of Council to the Ontario Municipal Board (OMB), requesting that the originally proposed 14 townhouse units be approved. Ms. Rosemarie McKinnon files a second appeal to the OMB requesting a further reduction in the number of townhouse units on the property. These appeals do not affect the Council approved R.2 zoning that applies to the front portion of the subject lands, which would permit the development of two

semi-detached dwellings.

- OMB hearing held December 15, 2008.
- Order from the OMB issued on January 5, 2009 upholding Council's decision and directing the City to amend its zoning bylaw to permit a maximum of 12 townhouse units, with additional direction that the townhouse units are to be developed in three groups of four units.
- Council adopts zoning bylaw amendment January 26, 2009 to enact OMB Order.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Environmental Services

DATE July 20, 2009

SUBJECT City of Guelph Water Conservation Public Advisory

Committee - Terms of Reference

REPORT NUMBER

RECOMMENDATION

"THAT Council approve the formation of a Water Conservation and Efficiency Advisory Committee, consistent with the attached Terms of Reference, to support the ongoing implementation of the 2009 Water Conservation and Efficiency Strategy Update;

AND THAT staff report annually to Council to provide status updates on Water Conservation and Efficiency Advisory Committee activities and the implementation of the 2009 Water Conservation and Efficiency Strategy."

Background:

On May 25, 2009 Guelph City Council endorsed the 2009 Water Conservation and Efficiency Strategy Update (WCESU). To ensure public consultation throughout development of the WCESU, a Public Advisory Committee (PAC) was formed by Council resolution in April 2008. This PAC, which included a broad representation from community stakeholders groups, achieved the Committee's mandate following completion and Council endorsement of the 2009 WCESU.

Included as part of the numerous WCESU policy recommendations was the following: "That the City form a long standing Water Conservation and Efficiency Advisory Committee for purpose of ongoing public consultation throughout the implementation of the 2009 Water Conservation and Efficiency Strategy Update with an appropriate mandate and charter to be developed for the Committee."

Staff are currently planning and developing programs for the 2010 implementation of the WCESU recommendations. With the enhanced value that was added to WCESU as a direct result of the public consultation process during the strategy development, it is desired that the Water Conservation and Efficiency Advisory Committee (WCEAC) be initiated early and maintained throughout the

implementation of our "made in Guelph" strategy.

The Terms of Reference (TOR) for the Water Conservation and Efficiency 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 attached TOR, staff anticipate that the Committee can be formed by the fall 2009, following Council's Guiding Principles for Advisory Committee Citizen Appointments.

Of specific focus for the Water Conservation and Efficiency Advisory Committee will be the development of an enhanced public and youth education program in accordance with recommendations of the 2009 WCESU. To develop the framework for these educational programs, staff will be initiating a water conservation consumer-based social marketing study early this fall. The study, which will build upon research already completed as part of WCESU, will work to further define public barriers to undertaking desired water conservation actions and evaluate new program delivery alternatives to best support Guelph residents to achieve greater water efficiency.

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

N/A

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix "A" - Water Conservation Public Advisory Committee Terms of Reference Appendix "B" - Guiding Principles for Public Involvement

Prepared By: Wayne Galliher, A.Sc.T. Water Conservation Project Manager 519-822-1260, ext 2106 wayne.galliher@guelph.ca

"original signed by Peter Busatto"

Endorsed By: Peter Busatto Manager of Waterworks 519-822-1260, ext. 2165 peter.busatto@guelph.ca "original signed by Janet Laird"

Recommended By: Janet L. Laird, Ph.D. Director of Environmental Services 519-822-1260, ext. 2237 janet.laird@guelph.ca

Water Conservation 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 staff on key aspects of implementation of the 2009 Water Conservation and Efficiency Strategy Update including:

- Issues and opportunities to be addressed in the implementation of the Water Conservation and Efficiency Strategy Update;
- Alternative solutions;
- Design considerations;
- Community consultation and communications plans; and
- Other relevant matters that City staff refers to the PAC for feedback.

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 8 participants;
- Has a Terms of Reference that clearly outlines the roles and responsibilities of the PAC, and City staff; and Terms of Reference are endorsed by Guelph City Council.

3. PAC Formation and Conduct

3.1 Membership:

Membership on the PAC will include 8 representatives of the public-atlarge

Water Conservation Public Advisory Committee Terms OF Reference

City staff, other municipal and agency staff would also be resources to the committee, as required.

3.2 Recruiting:

The Committee Liaison will work with the Clerk's office to fill public-atlarge positions through the appropriate committee of Council in compliance with the City's policies and procedures for committee appointments.

The following criteria are recommended to assist Council to identify public-at-large representatives:

- Knowledge of and experience with municipal water conservation and efficiency programming, municipal water and wastewater systems and water demand management practices;
- Able to commit to participating throughout the term of their appointment;
- 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 Chair/Facilitation:

A Committee Chair will be selected through nominations and majority vote of the Committee. The Committee chair will be responsible for facilitation of all PAC meetings to enable all members to participate fully in the discussions.

3.4 Meetings:

PAC meeting will meet quarterly at minimum with additional meetings to be called as required by the Committee Chair.

3.5 Advisory Process:

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 reduce 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 Public Advisory Committee Terms OF Reference

3.6 Meeting notes:

PAC meeting notes will be taken by City staff. Notes will summarize decisions made and action items and will be circulated to the PAC following each meeting for review and comment by members. Meeting 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 City staff relating to the implementation of the WCESU, 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 reduce areas of disagreement to the best of their ability.
- iv. Ensure that the results of PAC discussions are accurately recorded in the meeting notes, 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.

City staff 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.
- Ensure that advice, recommendations, and consensus positions from the PAC are fully considered as part of implementation of the WCESU.

Water Conservation 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 within implementation of the WCESU.
- 5. Agree to abide by the City of Guelph's Principles for Public Involvement in interacting with the PAC.

3.8 Reporting Relationship:

The PAC is acting in an advisory capacity to the City staff, and through City staff to City Council. All meeting notes and recommendations from the Committee 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.

3.9 Term of Office:

New PAC members will serve an initial term of 1 year and up to three years thereafter to coincide with the term of Council. No individual Committee member may serve more than 10 years, subject to exceptions provided in the City's policies and procedures for citizen Committee appointments.

4. PAC LIAISON

4.1 Liaison Division:

Water Conservation Project Manager, Waterworks Division -Environmental Services Department. 29 Waterworks Place, Guelph ON

* * * * *

Water Conservation Public Advisory Committee 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

APPENDIX "B"

Water Conservation PUblic Advisory Committee Guiding Principles for Public Involvement

ultimately meet the needs of the entire community and act in the best interests of the City as a whole.

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;

APPENDIX "B"

Water Conservation PUblic Advisory Committee Guiding Principles for Public Involvement

- participate openly, honestly and constructively, offering ideas, suggestions, alternatives, etc.;
- listen carefully and completely;
- 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



TO Community Development and Environmental Services

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT Brownfield Redevelopment Grant Request for 84 and 86

Wyndham Street South and 68A, 68B and 72 York Road

REPORT NUMBER 09-62

RECOMMENDATION

"THAT Community Design and Development Services Report 09-62, dated June 20, 2009, regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road BE RECEIVED;

AND the request for financial assistance made by Terra View Riverside Ltd. under the Tax Increment-Based Grant Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road BE APPROVED to an estimated upset total of \$138,000 to be issued over a period of 3 years subject to the terms and conditions attached hereto as Attachment 3;

AND THAT the request for financial assistance made by Terra View Riverside Ltd. under the Tax Assistance During Rehabilitation Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road BE APPROVED for a duration of up to 3 (i.e. 2009 – 2012) years subject to the terms and conditions attached hereto as Attachment 3;

AND THAT Council direct staff to prepare a by-law to implement municipal tax assistance during rehabilitation in accordance with the Municipal Act and that the appropriate information and material be sent to the Minster of Finance requesting relief from the education portion of the taxes for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road for a duration of up to 3 years;

AND THAT staff be directed to proceed with the finalization of Tax

Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements with Terra View Riverside Ltd. to the satisfaction of the Director of Community Design and Development Services and the Director of Corporate Services/City Solicitor;

AND THAT the Mayor and Clerk are authorized to sign the Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements."

SUMMARY

The owner of 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road (Terra View Riverside Ltd.) has requested financial assistance pursuant to the City's Brownfield Redevelopment Community Improvement Plan (CIP) to partially offset costs associated with environmental site assessment and remediation. Eligible costs identified by City staff under the tax increment-based grant program would total \$138,000 and the cancellation of municipal taxes for the period of remediation and redevelopment is estimated at \$20,099.64 (i.e. \$6,699.88 * 3 years).

Staff is supportive of the request, as it supports a number of the City's strategic objectives relating to growth management and environmental quality. Should Council approve the requests, municipal taxes would be cancelled for the duration of remediation and redevelopment (anticipated to be no more than 3 years while remediation and redevelopment take place) and the tax increment-based grant would be issued to Terra View Riverside Ltd. on an annual basis, once the redevelopment is complete, for a period of 3 years (i.e. \$47,132.85 would be paid in each of the 2 years following redevelopment and \$43,734.30 in the third year following redevelopment).

Considerable staff time and neighbourhood input has gone into the redevelopment proposal for this site. Redevelopment would help to ensure that the soil is cleaned up, the City's groundwater is protected, and 26 dwellings would be constructed on the site, which will assist in achieving intensification within the built-up area and the population forecast set out in the Growth Plan for the Greater Golden Horseshoe (Growth Plan) and the City's recently adopted Official Plan Amendment 39 (OPA 39).

BACKGROUND

The Site is comprised properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road (see Attachment 1). The site area is 0.67 hectares (1.65 acres) and it is located northeast of the intersection of York Road and Wyndham Street South. The property is designated 'Medium Density Residential' in the City's Official Plan and is zoned R.1D (84 and 86 Wyndham St S), R.2 (68A and 68B York Rd) and R.3A-2, which permits detached, semi detached, and townhouse dwellings.

Following much neighbourhood and City staff input, the land use for the Site was established through Official Plan and Zoning By-law amendments approved by Council at its October 10, 2006 meeting. The development is currently in the site

plan review process. The recently adopted OPA 39 shows the Site within the City's Urban Growth Centre, which will be planned to accommodate high density development. While the proposal does not represent high density residential development, its completion would intensify a currently underutilized site.

The City of Guelph Brownfield Redevelopment CIP consists of financial incentive programs that are intended to stimulate private sector investment in the reuse and redevelopment of brownfield sites and partially offset the costs associated with site assessment and remediation. The Brownfield Redevelopment CIP was approved by the Minister of Municipal Affairs and Housing in March of 2004 and amended by City Council at its July 7, 2008 meeting to make some of these financial incentives available to a larger area that is centered around the Downtown, including the subject site.

Many other Ontario municipalities have similar Brownfields CIPs including the communities of Waterloo, Cambridge, Kitchener, Niagara, Kingston, Oshawa, Sarnia and Hamilton.

REPORT

In May, 2009, Terra View Riverside Ltd. submitted applications under the City's Brownfield Redevelopment CIP for tax increment-based grant and tax assistance during rehabilitation programs to partially offset costs associated with assessment and remediation of the Site. The tax increment-based grant application requests funds for costs that have already been incurred as well as proposed costs. The City's Brownfield Redevelopment CIP does not allow tax increment-based grants to be applied retroactively and therefore, this report only addresses the request for proposed costs. The CIP is under review and one of the issues that will be addressed is whether remediation costs that were incurred in the past, without City review, should be considered for a retroactive tax increment-based grant. As such, the retroactive grant request may be addressed at a later date.

Specifically, this report addresses the following grant requests for site assessment and remedial work required to file a Record of Site Condition:

- Tax increment-based grant in the amount of \$138,000 to offset \$25,000 in eligible environmental site assessment costs and \$113,000 in estimated eligible remediation costs; and
- Tax assistance during rehabilitation to provide for the cancellation of municipal taxes during the period of rehabilitation and redevelopment.

The following discussion explains the details of these CIP programs and how they would apply to the subject site, should Council approve the requests.

1. Tax Increment-Based Grant

Under this program (details shown in Attachment 2) the City can provide yearly grants that are based on the increase in municipal tax assessment, which is defined as the difference between pre and post development municipal taxes. The grant

payments begin once redevelopment is complete and are intended to off-set costs associated with site remediation.

Once redevelopment is complete and property value is reassessed, taxes are paid in full and 80% of the municipal portion of the tax increment (i.e. the difference between pre and post redevelopment taxes) is issued as an annual grant for a maximum of 10 years or until the eligible costs are reimbursed. The remaining 20% of the tax increment is placed in the City's Brownfield Reserve Fund, which is used to fund the Environmental Study Grant Program. At this time, eligible costs under this program include \$25,000 in environmental site assessment costs and \$113,000 in remediation costs. Should the request be approved it would be disbursed as follows in accordance with the provisions of the CIP¹:

Year 1: \$47,132.85 Year 2: \$47,132.85 Year 3: \$43,734.30

2. Tax Assistance During Rehabilitation

The applicant is also requesting financial assistance through the Tax Assistance During Rehabilitation Program (details shown in Attachment 2) under which the City can freeze or cancel all or a percentage of the municipal taxes during site clean-up and redevelopment. The City can also request that the Province provide relief from the education portion of taxes. 2009 municipal property taxes for the subject property are \$6,699.88. It is estimated what tax cancellation would be required for 3 years (i.e. 2009 - 2012) while rehabilitation and redevelopment occurs.

Should Council approve the request for tax assistance during rehabilitation, a by-law must be passed to implement the tax assistance in accordance with the Municipal Act. Once the by-law is passed a request may be made to the Minster of Finance requesting relief from the education portion of the taxes for the property for a similar period of time. The 2009 education portion of the taxes for the site is \$1,556.73.

A proforma analysis provided by Terra View indicates that the recommended assistance would change the rate of return on the project from approximately -19% to -17.6%.

The issuance of grant money related to this request would be conditional on the filing of a Record of Site Condition with the Ministry of the Environment, which certifies that the environmental condition of the soil and groundwater beneath the site are for residential use and that the City's groundwater resources have been protected.

_

¹ The tax increment-based grant payments begin once redevelopment is complete and the property has been reassessed. Accordingly, Year 1 represents the first year after redevelopment is complete.

CORPORATE STRATEGIC PLAN

The proposed recommendation will assist the City in achieving the following Strategic Plan Goals:

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

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

Goal 6: A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS

The City will not collect municipal taxes while the subject property is undergoing remediation and redevelopment if the request for taxation assistance during rehabilitation is approved. The property currently generates \$6,699.88 per year in municipal tax revenue.

Once redevelopment is complete and the subject property has been re-assessed, the City would provide a yearly grant consisting of 80% of the municipal portion of the property tax increase (e.g. difference between pre and post redevelopment taxes) for a period of 3 years. The maximum value of the tax increment-based grant would be \$138,000, which would be paid out over a period of 3 years.

Since the City will continue to receive full municipal property taxes for the subject property following redevelopment (a portion of which is subsequently granted back as part of the Tax Increment-Based Grant Program), the short-term financial impact to the City is the loss of <u>increased</u> municipal taxes over the 3-year lifespan of the grant program. Once the grant period is complete, the City will benefit from the increase in municipal tax assessment in perpetuity. The rationale for providing a Tax Increment-Based Grant is that without this redevelopment, the City would not be receiving increased tax revenue in the long term. In addition, the site will undergo residential intensification that helps to implement the policies of the Provincial Growth Plan.

Currently, there is \$321,000 in the Brownfield Reserve Fund.

DEPARTMENTAL CONSULTATION

Community Design and Development Services: Engineering Services Finance

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment 1: Location Map

Attachment 2: Community Improvement Plan Program Excerpts

Attachment 3: Terms and Conditions

Prepared By:

Greg Atkinson Policy Planner

519-837-5616 ext. 2521 greg.atkinson@guelph.ca

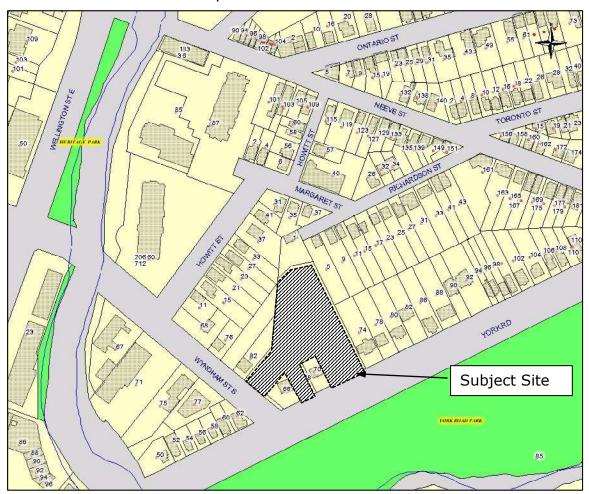
Recommended By:

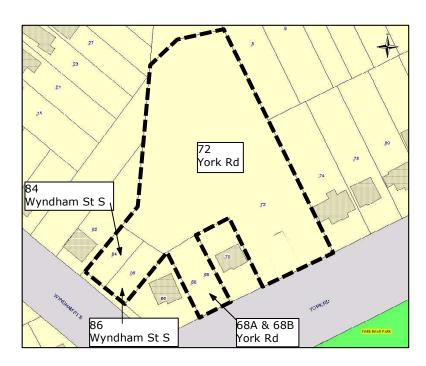
Marion Plaunt
Manager of Policy Planning and
Urban Design
519-837-5616 ext. 2426
Marion.plaunt@guelph.ca

Recommended By:

James N. Riddell Director, Community Design and Development Services 519-837-5616 ext. 2361 jim.riddell@guelph.ca

Attachment 1: Location Map





Attachment 2: Excerpts from City of Guelph Brownfield Redevelopment Community Improvement Plan

Schedule 2. Tax Increment-Based (or Equivalent) Grant Program

Legislative Authority:

Section 28 of the <u>Planning Act</u>

Application:

City-wide

Theme:

Reducing financial barriers

Purpose

- To stimulate private sector investment in redevelopment
- To reimburse private sector clean-up costs without incurring debt to the municipality
- To increase the long-term municipal tax base
- To reward remediation and redevelopment of brownfield properties

Rationale:

Without redevelopment, the City would not be receiving increased tax revenue. Once the grant period ceases, the City collects the full amount of municipal taxes for the redeveloped property. To encourage lending institutions to provide site assessment and remediation loans for brownfields projects, the tax increment-based grant may be used to secure those loans through an agreement between the City, the land owner and the lending institution.

Departments:

- Finance (calculate and disburse tax rebates)
- Planning (lead: coordination)
- Legal (prepare agreements)

Priority:

- Year 1 Prepare community improvement plan
- Year 2 Implementation

Costs:

- Staff time
- In the event that brownfield redevelopment takes place, the municipal tax base will grow more slowly.

Details:

• Grants are based on the future increase in tax assessment and consequent increase in property tax revenues resulting from redevelopment of eligible brownfields properties. As property assessment rises, taxes payable on a property also rise. The developer will pay the increased taxes to the City as normal, and will subsequently be provided a tax increment-based grant from the Municipal portion of the increase. The total value of the grant provided under this program shall not exceed the total value of the work done under the Eligible Brownfield Rehabilitation Costs, as set out below.

- The total value of any tax increment-based grant shall not exceed the total value of work done under the Eligible Brownfield Rehabilitation Costs set out below, or shall not exceed the maximum grant time horizon of 10 years, whichever is the lesser amount. Tax increment-based grants will only be available when building permits have been issued and the assessed value of the property increases. The program is intended to encourage the remediation and redevelopment of contaminated properties.
- The total value of any tax increment-based grant shall not exceed the total value of work done under Eligible Brownfield Rehabilitation Cost as set out below, or shall not exceed the maximum grant time horizon of 10 years, whichever is the lesser amount. Tax increment-based grants will only be available when building permits have been issued and the assessed value of the property increases. This program is intended to encourage the remediation and redevelopment of contaminated properties.

Eligible Brownfield Rehabilitation Costs

Eligible costs include:

- Phase 2 Environmental Site Assessment costs
- Costs of preparing remedial work plans
- Demolition costs
- Site rehabilitation costs
- Costs of complying with the requirements of a Certificate of Property Use
- Costs of rehabilitating building contamination for projects involving re-use of existing structures.

Process

- Both the pre-construction and post-construction property assessments are established and approved by the City. The City reserves the right to obtain an independent third party to review the proposed remediation program and costing.
- Eligible Brownfield Redevelopment Costs are identified and certified;
- The owner continues to pay the property taxes for the site at its pre-construction assessment value.
- The difference between the 'pre-construction' taxes and 'post-construction' taxes (municipal portion) is calculated.
- Reassessment must result in higher assessment.
- This difference is the portion eligible for a grant to offset the Eligible Brownfield Rehabilitation Costs incurred.
- This grant is available for a set period of time set out in an agreement between the municipality and owner for a maximum of 10 years.
- Before any tax increment-based grant is issued, a Record of Site Condition must be prepared by a qualified person certifying site remediation to appropriate contaminant levels for the intended property use, as set out in the <u>Environmental Protection Act</u> and supporting regulations, and submitted to the City along with a copy of the Ministry of Environment's written acknowledgement.
- The tax increment-based grant can be issued to the property owner, or to whoever the grant is assigned by the owner.
- An agreement must be entered into by the property owner and the City, regarding the details of the tax increment-based grant.

Details:

- Tax increment grants will be provided in equal installments in the amount of 80% of the municipal portion of the property tax increase. The remaining twenty percent of the municipal portion of the property tax increase is paid by the property owner and allocated to a brownfields reserve account for municipal brownfield initiatives.
- The definition of vacant land will refer to the status of the property at the time of program approval. If subsequent demolition occurs the tax increment will be the difference between the assessment at the time of program approval and that following reassessment. It is the intent of this clause to avoid unnecessary demolitions and support adaptive re-use of architecture.
- Grant applications cannot be retroactively applied.
- It is the intent of this program that tax increment-based grants can be used to cover only the eligible Brownfield Redevelopment Costs exclusive of any other brownfield incentive provided.
- Applications for tax increment-based grants will be reviewed and approved by the Planning Department
- The City reserves the right to independently audit Eligible Brownfield Redevelopment Costs.
- The City and the property owner will enter into an agreement. This agreement will specify the terms of the financing; the activities which will be considered Eligible Brownfield Redevelopment Costs, the duration of the grant, the owner's obligations should the owner default on the Agreement, and any other requirements specified by the City.

Schedule 4. Taxation Assistance During Rehabilitation

Application:

City-wide

Theme: Reducing Financial Barriers

Purpose:

- To promote remediation of brownfield sites.
- To encourage new development in existing built-up areas of the City.
- To gain information relating to environmental contamination.

Rationale:

 Brownfield sites have increased costs associated with the need to undertake Environmental Site Assessments and for the cost of site rehabilitation. If these up front costs can be reduced the financial feasibility for redevelopment / reuse can be increased.

Departments:

- Finance
- Planning
- Legal

Priority:

Year 2

Costs:

• Loss of taxation revenue during the time period the incentive applies.

Details:

- Permitted pursuant to Section 365.1 of the <u>Municipal Act</u>.
- Requires the property to be within an area affected by a Community Improvement Plan pursuant to the <u>Planning Act.</u>
- Applicant would apply to City to freeze or cancel all or a percentage of municipal and education taxes during site clean-up and redevelopment after a Phase 2 Environmental Assessment is completed and submitted to the City demonstrating that Provincial standards cannot be met in order to file a Record of Site Condition;
- Applicant would be required to enter into an agreement with the City specifying the terms of the relief, the duration of relief, the owner's obligations and other requirements specified by the City.
- City would request the Province to provide relief from Education portion of taxes.
- Under this program it is acknowledged that the timing of and conditions that apply to municipal property tax assistance may vary from those for matching education property tax assistance.

Attachment 3: Terms and Conditions

Should City of Guelph Council approve the request for financial incentives under the Brownfield Redevelopment Community Improvement Plan (CIP) the following terms and conditions shall apply:

Tax Assistance During Rehabilitation

- 1. Prior to the temporary reduction or cancellation of municipal taxes during the rehabilitation and redevelopment period TERRA VIEW RIVERSIDE LTD. shall:
 - Submit to the City a Phase 2 Environmental Assessment, satisfactory to the Director of Community Design and Development Services, demonstrating that Provincial standards can not be met in order to file a Record of Site Condition;
 - b. Enter into Tax Cancellation and Information Sharing Agreements with the City, which will specify the duration of the program and may include a requirement for milestone information to be submitted to the City prior to the annual continuation of the program. This agreement shall be satisfactory to the Director of Community Design and Development Services and the Director of Corporate Services/City Solicitor;
 - c. Acknowledge that under the Brownfields Financial Tax Incentive Program the timing of and conditions that apply to municipal property tax assistance may vary from those for matching education property tax assistance as provided by the Province; and
 - d. Reimburse the City for the value of the municipal tax assistance provided under this program if a Ministry of the Environment-acknowledged Record of Site Condition is not provided to the City within 3 years of the commencement of the program.

Tax Increment-Based Grant

- 2. Prior to the issuance of a Tax Increment-Based Grant TERRA VIEW RIVERSIDE LTD. shall enter into agreements with the City regarding the details of the Tax Increment-Based Grants and information sharing with the City. These agreements will be based on the requirements set out in the Brownfield Redevelopment CIP and shall be satisfactory to the Director of Community Design and Development Services and the Director of Corporate Services/City Solicitor.
- 3. Prior to the issuance of building permits TERRA VIEW RIVERSIDE LTD. shall submit to the City a Ministry of the Environment-acknowledged Record of Site Condition that confirms the environmental condition of the site is suitable for residential land use and assumes that the groundwater beneath the site serves as a raw water source for a drinking water supply system.

- 4. Prior to the issuance of a Tax Increment-Based Grant TERRA VIEW RIVERSIDE LTD. shall agree to the following terms:
 - a. Project construction has been completed and reassessment has resulted in an increase in assessed property value;
 - b. The grant is available up to a maximum of 10 years;
 - c. During rehabilitation and redevelopment, the owner of the property shall continue to pay property taxes for the site at its pre-construction assessment value, unless a request has been approved under the Tax Assistance During Rehabilitation Program; and
 - d. The City reserves the right to independently audit eligible brownfield remediation and redevelopment costs.
- 5. Pursuant to the Brownfield Redevelopment CIP, 80% of the municipal portion of the tax increment (i.e. difference between pre and post redevelopment municipal tax assessment which has been estimated at \$47,132.85) will be granted back to TERRA VIEW RIVERSIDE LTD. or its nominee or assignee on an annual basis for a maximum of 10 years following the completion of construction and re-assessment of the property. The tax increment-based grants will be disbursed on an annual basis to a combined estimated upset value of \$138,000 or the total value of eligible costs that are identified by City staff, whichever is the lesser. The payment amounts and schedule will be set out in an implementing agreement based on the actual post-construction re-assessment value of the property.

General

- 6. Substantial changes, which may be determined by the Director of Community Design and Development Services, to the terms, conditions or grant amounts must be approved by Council.
- 7. TERRA VIEW RIVERSIDE LTD. shall provide, in confidence, a copy of a proforma indicating the anticipated and actual impact of the requested incentives on the economic viability of the project to City Staff prior to commencement of any grant program and following project completion.
- 8. The total value of all financial incentives or grants obtained from any organization shall not exceed the total value of work done under the eligible Brownfield Redevelopment CIP costs, which consist of:
 - Phase 2 Environmental Site Assessment costs;
 - Costs of preparing a remedial work plan;
 - Site rehabilitation costs; and
 - Costs of preparing a Record of Site Condition.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT Strategic Urban Forest Management Plan and Tree By-

Law Update

REPORT NUMBER 09-61

RECOMMENDATION

"THAT the Community Development and Environmental Services Report 09-61, dated July 20, 2009, regarding the Strategic Urban Forest Management Plan and Tree By-Law Update **be Received**;

AND THAT staff be directed to prepare permanent tree protection by-laws within the City of Guelph."

BACKGROUND

The Framework for the Strategic Urban Forest Management was completed and approved by Council in 2007. Since that time a number of the recommendations have been implemented and /or are in the process of being implemented. A status update was provided to Council in December, 2008 and is attached (Attachment 1). The status chart was subsequently posted on the City's website. A status update was presented to Council by way of a memo dated December 9, 2008 which indicated that following the adoption of the Framework a "Guelph specific vision" for the management plan would be the most appropriate next step.

As a result of recent cutting of healthy trees on both City lands (i.e. boulevards and right-of-ways) and on private property, concerns have been raised in the community regarding the protection of the City's urban forest.

1. The City's Current Tree By-law (1986) – 12229

The City's current Tree By-law prohibits the injury or destruction of any live tree within the City having a diameter of (75 millimeters) 3 in (measured 1 m above the ground growing on private lots 30,000 square feet (0.69 acres) or larger.

Although the by-law provides protection for trees on a significant portion of private lands within the City, it does not apply to lots smaller lots within the built up area of the City.

The by-law does provide for some exemptions for tree removal including but not limited to: any right or power conferred upon the City under the Municipal Act or any other Act; Hydro One, trees growing within any road allowance, trees cut by Land Surveyors under the *Surveyors Act*, the University of Guelph and Christmas tree farms.

The need to update and refine this bylaw to apply consistently across the City was identified by Council as an important project, and is currently listed as a Departmental Project for 2009.

On March 30, 2009, the Guelph Urban Forest Friends (GUFF) made a presentation to the Community Development and Environmental Services Committee (CDES) on the development of a Strategic Urban Forest Plan. At the meeting, the Committee the CDES directed staff by resolution:

"to come back with an action plan to investigate the feasibility of proceeding with an interim tree protection by-law or proceeding with the development of a permanent by-law".

The work plan for the development and implementation of permanent by-laws is presented below.

In response to Council's direction, staff have conducted research on current best management practices and consulted internally. In addition, stakeholder and public workshops were held in April 2009 to obtain feedback on the Strategic Urban Forest Management Plan Framework, the associated priorities and the vision for the Management Plan. Taking guidance from the feedback received at the workshops, staff have prepared work plans for the development of the Management Plan and the development of the tree protection by-laws.

REPORT

1. Framework for the Strategic Urban Forest Management Plan

The Framework for the Strategic Urban Forest Management Plan was completed by Urban Forest Innovations Inc. and Dougan & Associates in 2007. The purpose of the Framework was to review the status and management of the City's urban forest and to provide a long term (20 years +) management strategy.

The report indicated that although the City of Guelph has experienced rapid growth over the last 20 years, it has maintained a good level of canopy coverage estimated to be approximately 30%. Despite the fact the City's tree canopy coverage is

relatively good, the report outlines a number of challenges for the City's Urban forest including the need to:

- 1) develop a municipal inventory for green infrastructure;
- 2) manage the hazards of an aging urban forest;
- 3) accelerate replacement plantings;
- 4) ensure plantings are located in optimal locations to ensure their success; and
- 5) protect and manage the City's forested lands on both public, and private properties.

A total of 25 recommendations were provided by the Framework. The recommendations aim to provide strategic direction and prioritize the recommendations. The recommendations fall under the following headings: Policy and Guideline, Strategic Planning, Communication, Inventory, Urban Forest Strategy and Sustainability and Landscape Connectivity.

2. Stakeholder and Public Workshops

In response to the commitment made in December 9, 2008 to develop a vision for the Forest Management Plan, and the direction of CDES to investigate the feasibility of proceeding with an interim and/or a permanent tree protection by-law, two workshops were held with identified stakeholders and the public on April 21, 2009 and April 29, 2009, respectively. The purpose of the workshops was four fold:

- to validate the general objectives embodied in the recommendations of the Framework;
- to present the 25 recommendations and their current status;
- to obtain input regarding the merits of the recommendations; and
- to prioritize the implementation of the outstanding recommendations.

Participants were asked to review the recommendations, determine if they agreed or disagreed with the recommendations and the associated priority ranking. Through the roundtable discussions groups were asked to document the common points/themes, key gaps within the existing recommendations and list their top five priorities.

To ensure all participants had a baseline understanding of the purpose of the Framework for the Strategic Urban Forest Management Plan, the associated recommendations and their recommended priority, a presentation was made by Urban Forest Innovations Inc. Dougan & Associates acted as the facilitator and planning staff presented the status update. The roundtable discussions followed the presentations.

Representatives from Trees for Guelph, the Grand River Conservation Authority (GRCA), the University of Guelph, University of Toronto, Ministry of Natural Resources, Guelph Urban Forest Friends, Guelph Field Naturalists, County of Wellington staff, Sierra Club, local developers, planning consultants, environmental consultants and City staff attended the Stakeholder Workshop. Roundtable

discussions took place, which were documented through the use of workbooks. Highlights of the discussions were presented by designated group members and recorded on flip charts (see Attachment 2).

The Public Workshop was well attended with 34 residents. The same format and workbook which was employed to facilitate discussion with the stakeholders was used to obtain input from the public. Feedback was collected through the workbooks and the general discussion was again recorded through the use of flip charts (see Attachment 3).

Comments regarding the 25 recommendations and the prioritization of the recommendations were collected until May 30th. Additional comments were received the first week of June and have been incorporated into Attachments 2 and 3.

3. Priorities

Generally, there was a great deal of support for the development and implementation of the Management Plan. A variety of perspectives were provided at both the Stakeholder and Public Workshops.

a) Stakeholders

The Stakeholders saw the need for policy that identified the urban forest as "green infrastructure" which would be considered and valued the same as "grey" infrastructure (roads and services). The need for City wide policies for preservation, protection and enhancement of the urban forest was identified as an essential recommendation that needed to be given priority. However, the stakeholders commented that the protection of trees was often at odds with the Places to Grow legislation and the need for the intensification of development. The importance of alternative design standards was highlighted. A great deal of debate regarding the need for and type of tree by-law required by the City took place. Stakeholders recommended that the City proceed with caution and ensure that adequate staffing and resources are allocated to enforce the by-law. Funding for the implementation of the by-law is critical to its success. The stakeholders advised that an inventory of the City trees in conjunction with a risk assessment was a key component to the success of the management plan in addition to education and coordination of volunteers.

b) Public

The public opined that a comprehensive public and private tree by-law was of utmost importance. They also wanted the City to consider the urban forest as "green infrastructure". The need for policies for tree protection particularly through the development process was articulated. Interest in policies that reduce soil compaction and improved water conservation was also articulated. The need for adequate staff resources was identified as an important component of the success

of the implementation of the Strategic Urban Forest Management Plan.

c) Environmental Advisory Committee

The Environmental Advisory Committee (EAC) also reviewed the 25 recommendations. They emphasized the need to balance education, incentives, and stewardship with regulation. EAC supported development of the Urban Forest Management Plan with the following resolution:

"The Environmental Advisory Committee supports the framework for the Strategic Urban Forest Management Plan and particularly supports Recommendations 2, 4, 6, 10, 11, 13, 15, 16, 17, and 25."

The recommendations indentified by EAC focus on tree protection/preservation policy development, updating the tree by-law, coordinating volunteer activities, the need for a steering committee, education initiatives, inventory, an asset management system and the identification of opportunities for reforestation.

d) River Systems Advisory Committee

The River Systems Advisory Committee (RSAC) provided comments individually and recommended that the Urban Forest Management Plan clearly define the street tree elements and those portions of the urban forest serving an ecological value. The Committee believed that Recommendations 1, 2 and 6 were of significant importance. These recommendations speak to identifying the urban forest as "green infrastructure", the need for City wide policies for preservation and replacement of trees and the need for a long-term management plan. RSAC also saw the value in providing workshops, public meetings and continued coordination of volunteer activities.

The complied set of comments received will be posted to City's the website at Guelph.ca > planning, building, engineering > environmental planning > strategic urban forest management plan. These comments will be addressed through the development of the management plan and the ultimate list of recommendations, priorities and timelines.

4. Vision

Although the Framework for the Strategic Urban Forest Management was approved in November 2007, additional work was anticipated to articulate the vision, goals and objectives through a 20 Year Urban Forest Management Plan.

The Framework recommends that "once a draft 20 Year Strategic Urban Forest Management Plan has been developed key stakeholders should have the opportunity to provide input into the plan's goals and objectives... The purpose of this event will be to capture key stakeholder and broader community input to the

vision and goals for the 20 Year Plan..." (Page 40)

The positive feedback from the workshops and Strategic Plan Objective 6.6 - "a biodiverse City with the highest tree canopy percentage among comparable municipalities" provides a solid foundation for moving forward with the development the 20 Year Strategic Urban Forest Management Plan in accordance with the key stakeholder and broader community input as identified in the Framework cited above. The work plan for the Strategic Urban Forests Management Plan is outlined below.

5. Tree By-Laws

At the March 30, 2009 CDES meeting staff provided an update to the Strategic Urban Forest Management Plan. Following staff's update, a PowerPoint presentation by Guelph Urban Forest Friends to CDES provided a list of recommendations including:

- the development of an interim tree protection by-law;
- completion of the Strategic Urban Forest Management Plan;
- establishment of an Urban Forestry Department;
- creation of a Urban Forester position; and
- the formation of an Urban Forestry Advisory Committee.

CDES directed staff to come back with an action plan to investigate the feasibility of proceeding with an interim and or a permanent tree protection by-law.

Staff have consulted internally with Operations, Planning and the Legal departments. Research was completed to ascertain best practices in comparable single/lower-tier municipalities in Ontario and across Canada. Following internal discussions it was determined that the implementation of **permanent** tree by-laws was the most appropriate course of action. Given limited resources, it was concluded that the development and implementation of interim by-laws would result in duplication of time and effort and would further delay the development of permanent by-laws. The development of either interim or permanent by-laws would require stakeholder and public consultation and there was no clear advantage to proceeding with interim by-laws.

Staff are preparing draft tree protection by-laws that pertain to public and private lands. These by-laws will update the current Tree By-law. The tree protection by-laws will speak to the protection of trees on private lands, City lands such as, parks, right-of-ways and boulevards and other public lands (i.e. Grand River Conservation Authority lands) to the extent possible.

The full financial implications of the enforcement and administration of the by-laws and the associated staffing requirements require further study. The work plan for the preparation of the by-laws and recommended timing is outlined below in the following section.

6. Work Plans

The development of the Strategic Urban Forest Management Plan and a permanent tree by-law for both private and public lands are part of staff's work plan. Table 1 outlines the work plan for the Strategic Urban Forest Management Plan.

Table 1. Work Plan for the Strategic Urban Forest Management Plan

	2009				2010					
	July	August	September	October	November	December	January	February	March	April
Task										
Strike an internal Technical Steering Committee and an Advisory Committee¹										
Draft a request for proposals										
3. Select a consultant										
Development the Management Plan										
5. Public Consultation										
6. Present Plan to Council										

Concurrently with the development of the Strategic Urban Forest Management Plan, the Natural Heritage System policies will be developed and incorporated into the Official Plan Update.

Staff will continue implementing pruning cycles, developing the tree by-laws, assist in coordinating volunteer activities, work with the Communications and Environmental Services to provide educational material on the City's website and improving interdepartmental communications. As part of the Official Plan update process planning staff are also working to develop Tree Protection and Preservation Policies that will work in conjunction with the Management Plan and the future tree by-laws.

Staff are also recommending that the City move forward with the development of permanent tree by-laws for private, City and public lands. The Work Plan for the development of the proposed tree By-laws is outlined below.

_

¹ The Advisory Committee will be made up of public agencies and public interest groups

Table 2. Work Plan for the Proposed Tree Protection By-Laws

2009	July	August	September	October	November	December
Task						
Legal to complete draft by -laws						
2. Strike an internal Technical Steering Committee and an Advisory Committee ²						
3. Circulate Internally to Technical Advisory Committee and Advisory Committee						
4. Assessment of financial implications						
5. Public consultation						
6. Refine by-laws as needed						
7. Report to Council with recommendations for approval of by-laws						

CORPORATE STRATEGIC PLAN

The Strategic Urban Forest Management Plan and the tree by-laws support the City's mission to achieve excellence through leadership, innovation, partnerships and community engagement through the following goals/objectives:

Natural Environment - A leader in conservation and resource protection/enhancement

6.6 A biodiverse City with the highest tree canopy percentage among comparable municipalities.

Urban Design and Sustainable Growth – An attractive, well-functioning and sustainable City.

Personal Community Well-Being – A healthy and safe community where live can be lived to the fullest

² The Advisory Committee will be made up of public agencies and public interest groups

FINANCIAL IMPLICATIONS

Funding has been allocated for the development of the Strategic Urban Forest Management Plan (\$60,000). Future resource requirements for the implementation of the 5 year plans will be determined through the development of the Management Plan and annual budgets.

Since the by-law is being developed internally the financial costs associated with the development of the by-law will be primarily associated with the public engagement and educational process. The current budget identified the tree by-law as a 2010 budget item (\$10,000 has been allocated). Implementation of a tree by-law will need to be assessed in further detail. Costs associated with the implementation of the By-law will be presented to Council with the recommended by-laws.

DEPARTMENTAL CONSULTATION

Staff have consulted with Engineering, Planning, Operations, Communications, Legal and Environmental Services.

COMMUNICATIONS

Stakeholder Workshop - April 21, 2009
Public Workshop April 29, 2009
Public Notice – posted in the public notice section on guelph.ca under city hall – news room- public notices
EAC Meeting – June 10, 2009
RSAC Meeting – June 17, 2009

ATTACHMENTS

Attachment 1 - Status Chart Attachment 2 - Stakeholder Feedback Attachment 3 - Public Feedback

P:\CDES Reports\2009\(09-61)(07-20) SUFMP and Tree By-law Update.doc

"original signed by Suzanne Young"

"original signed by Marion Plaunt"

Prepared By:

Suzanne Young Environmental Planner 822-1260 ext. 2356 <u>suzanne.young@guleph.ca</u> **Recommended By:**

Marion Plaunt
Manager of Policy Planning and 519Urban Design
519-822-1260 ext. 2426
marion.plaunt@quelph.ca

Recommended By:

Jim Riddell

Director of Community Design and Development Services 519-822-1260 ext. 2361

jim.riddell@guelph.ca

COMMITTEE REPORT



Attachment 1 - Strategic Urban Forest Management Plan Recommendations - Status Report

Prior ity	Refere Recommendation nce		Current Status & Planned Activity by Department		
	Sectio ns		CDDS	Operations	

	POLICY & GUIDELINE RECOMMENDATIONS (SECTION 3)						
1	3,7	1. The City should ensure that all policy revisions and updates define the urban forest, identify it as a high priority for protection, and describe it as "green infrastructure" which needs to be actively managed.	The Natural Heritage Strategy – Primary Criteria for protection of woodlots 1ha or greater and linkages for protection.				
1	3,7	2. The City should develop comprehensive City-wide policies and guidelines for tree preservation, replacement and enhancement on both public and private lands (see Section 7).	The Natural Heritage Strategy and Tree Protection Policy & Guidelines (Draft 2008) to be completed in 2009.				
2	3,8	3. The City should commit to protecting and, where feasible, enhancing the natural linkages within the City and to the County identified through the City's Natural Heritage Strategy (see Section 8).	The Natural Heritage Strategy as specified in 1.				
3	3,5	4. The City's tree by-law should be reviewed and updated to be consistent with the Municipal Act.	Tree By-law is identified in Capital budget PL0020 Environmental Initiatives for 2009-2010 development.				

Recomme	ended Priorities of the Strateg	ic Urban F	orest Management Plan 2008	-2028
	High		Medium	
Low				

3	3,7	5. The City should evaluate if existing staffing is adequate to review and enforce tree protection on development sites once more comprehensive policies are put in place. Should a new Tree Preservation By-law be passed, additional staffing (e.g. an arborist also trained in by-law enforcement) may also need to be considered.	2 nd Environmental Planner will be hired to develop and implement policies and guidelines in conjunction with Operations.	
---	-----	---	--	--

	STRAT	TEGIC PLANNING RECO	MMENDATIONS (SEC	CTION 4)
1	4	6. The City should develop a Strategic Urban Forest Management Plan and adopt a 20-year strategic planning approach with 5-year management plans and annual operating plans nested within the 20-year plan.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	
1	4	7. The City should adopt the principle of adaptive management to ensure that management approaches and priorities can be adjusted as new information is obtained.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	
1	4	8. The City should develop and use a series of criteria and indicators to track progress towards short and long-term objectives.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	

Recomm	ended Priorities of the Strategi	c Urban Fo	orest Management Plan 2008	-2028
	High		Medium	
Low				

	CON	MMUNICATION RECOM	MENDATIONS (SECT	ION 5)
1	5,4	9. The City should host workshops or public meetings to get community input into the vision and goals for the Strategic Urban Forest Management Plan (SUFMP).	Workshops were held in April 2009 to present the recommendations and develop a vision.	
1	5,4,3	10. The City should explore options for providing support and coordination of ongoing and potential volunteer activities related to tree planting in the City.		Facilitation of annual volunteer planting events are on-going. 2008 Tree Plantings: 2000 by Rotary Club, 3500 by OPIRG. Other initiatives include woodlot clean-up and woodchip trails installation at Norm Jary Park in conjunction with Onward Willow.
2	5,4	11. The City should support, and provide the resources for, the creation of an Urban Forestry Management Plan Technical Steering Committee to review and evaluate the status of the SUFMP.	To be initiated in the next phase of the plan's development.	
2	5,3	12. The City should explore mechanisms for more interdepartmental coordination regarding proper protection and management of the City's green infrastructure (i.e. its trees) and educate about tree protection guidelines, policies and best practices.		On-going discussions with Environmental Planners, Park Planners and Engineering staff re: tree protection and retention on public and private lands.
1	5,3	13. The City should expand its public education initiatives by (a) updating and enhancing its on-line urban forestry resources, (b) consider offering urban forestry workshops for residents, and (c) exploring other educational opportunities with other partners (e.g. the University of Guelph).	Working with Communications and Environmental Services to provide some educational material on the City's website.	Forestry display and informational brochures on tree health care as part of annual Operations Department open house.

Recommended Priorities of the Strategic Urban Forest Management Plan 2008-2028							
	High		Medium				
Low	_						

]	INVENTORY RECOMME	NDATIONS (SECTION	N 6)
1	6,4	14. The City should determine specific goals for a tree inventory and develop a system of data collection and asset management in the SUFMP.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	Forestry has worked with Info. Tech. to develop a tree inventory and analysis system using a hand-held GPS unit that downloads and links field data to electronic work orders. In service since June 2007. Trees inventoried to date: 4339.
1	6	15. The City should complete a tree inventory for all trees on City lands outside of natural areas as part of the first 5-year management plan (refer to Section 4).	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	
2	6,7,3	16. The City should collect the tree inventory based on SYNERGEN and use the UTC GIS Toolbox to monitor overall tree canopy cover in the City, and help identify potential planting locations.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	Operations in conjunction with IT have commenced this process.
2	6	17. The City should explore options for administering and maintaining their forestry asset management system (e.g. tree inventory software, database, etc.) as it develops.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	
3	6,3	18. The City should complete a tree inventory for all municipal woodlands based on accepted forest stand inventory protocols as part of the second 5-year management plan (refer to Section 3).	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	

Recommended Priorities of the Strategic Urban Forest Management Plan 2008-2028								
	High		Medium					
Low								

UF	URBAN FOREST STRATEGY & SUSTAINABILITY RECOMMENDATIONS (SECTION 7)						
1	7,3,4	19. Comprehensive specifications for tree preservation that can be consistently applied to all projects across the City should be developed and implemented. These should include: (1) requirements for newly planted trees that maximize their growth and lifespan potential, (2) requirements for protecting existing trees, and (3) progressive tree cabling practices, integrated with an inspection cycle, to support the preservation of large canopied trees.	The Tree Protection Policy & Guidelines (Draft 2008) to be completed in 2009.	Staff introduced in 2008 a student tree watering /mulching crew-a first to the operation.			
1	7,6	20. The City should coordinate an inventory of City trees with a risk assessment of this resource, and commit to implementing corrective measures for identified high risk or hazard trees as a high priority item.		Tree risk assessments are currently completed as part of every service request. Prioritized work orders are then generated electronically based on the tree hazard assessment rating. The draft report for the Royal City Park Plant Material Management Plan has been received by Park Planning. Recommendations are to provide a long term vision for the park's main "soft" landscaping: trees and ground level plant material. The management plan is intended to function as the guide for short term and long term plant maintenance, and for species, timing and locations of removals and new plantings in the park.			

Recommended Priorities of the Strategic Urban Forest Management Plan 2008-2028

gh	lium	K	7
----	------	---	---

2	7	21. The City should establish a pruning cycle and a grid pruning program for street and park trees to shift from a reactive to a proactive maintenance mode.		Staff initiated a 2 week period of street tree grid pruning during the winter of 2007/2008, as a start to preventative maintenance by addressing the branching structure of the trees while they are still small ~planted approx. 5 yrs. Forestry staff, along with Horticulture staff also performed dormant pruning in city parks to address tree structure, and sightline and equipment access issues.
2	7,6	22. Once a preliminary Citywide risk assessment has been conducted, the City should implement an inspection protocol for trees that have been identified as having some level of risk possibly in conjunction with pruning activities.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	
1	7,6	23. The City should hire additional qualified staff members to support current operations activities, or consider sub-contracting out to (1) catch up on the backlog of tree pruning / maintenance work, (2) undertake an assessment of risk trees on all City lands and, where required, undertake mitigative measures or removals, and (3) increase the tree replacement ratio.		One additional forester will be retained in 2009. Additional resources will be identified following the approval of the Strategic Urban Forest Management Plan developed in recommendation number 6.
3	7,3,6	24. The City should develop a strategy for the monitoring and control of alien invasive species. Where appropriate the City should coordinate its efforts with agencies such as the Canadian Food Inspection Agency, the Canadian Forest Service, the Ontario Ministry of Natural Resources, Grand River Conservation Authority and other area municipalities.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.	Operations has been monitoring both the Long-horned Asian Beetle's and the Emerald Ash Borer's activities in southern Ontario. In all jurisdictions affected by these parasites, the Canadian Food Inspection Agency has provided a leadership role in addressing the infestation.

$Recommended\ Priorities\ of\ the\ Strategic\ Urban\ Forest\ Management\ Plan\ 2008-2028$

	High	Medium	
Low			

	LANDSCAPE CONNECTIVITY RECOMMENDATIONS (SECTION 8)								
3	8,6	25. Once a municipal tree inventory has been undertaken, the City should conduct a study (using GIS) to identify opportunities for reforestation within the City's urban matrix, and work with the County of Wellington and the GRCA to support linkages to natural areas extending outside the City.	Funding identified in PL0030 Urban Forest Management in Capital Budget 2009-2014.						

Recommended Priorities of the Strategic Urban Forest Management Plan 2008-2028

	High	Medium	
Low			

Attachment 2

Stakeholder roundatable

Framework for the Strategic Urban Forest Management Plan

Summary of Stakeholder Comments

April 21, 2009Victoria Road Recreation Centre 151 Victoria Road N.

A. Policy and Guidelines Recommendations

Recommendation	C u rr e n t P ri o ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved
1. The City should ensure that all policy revisions and updates define the urban forest, identify it as a high priority for protection, and describe it as "green infrastructure" which needs to be actively managed.	1	10 Agree 2 Disagree	 Need to be able to separate "natural" forest cover from the other urban trees; do "natural" forest need "active management"? Needs a different perspective Agree Perhaps replace "define" with "recognize". This is more a housekeeping exercise. Needs to go further – policies must be integrated with other City policies including engineering Don't spend a lot of time on this Along with other "green" assets "All" is too overwhelming, should be more specific eg. Integrate natural heritage policies into official plan Refer to NHS Forest is an ecosystem, guess Urban Forest changes that guideline Street trees canopy Tree cover canopy lower Sets priority for corporation Equal to storm sewers, infrastructure Natural Heritage Strategy Draft Emphasize Commercial/Industrial is high priority Selectively on certain land uses as commercial/industrial

2 The City should develop		12 Agroo	• Agree: pood alternative engineering
2. The City should develop comprehensive City-wide policies and quidelines for tree preservation, replacement and enhancement on both public and private lands.	1	12 Agree	 Agree; need alternative engineering standards to preserve trees/topography In principle I agree, but there needs to be some flexibility for private landowners to manage their own lands Look at alternative engineering standards that facilitate development without massive area grading Guidelines for new "greenfields" development related to canopy cover For private update to site plan guidelines to require additional coverage Create/publish preservation guidelines for subdivisions and site plans, for public – update naturalization policy, more money for street trees (ie. replacement and new construction), update street tree planting requirements Review existing, problems, revise, Grading issues and low impact development Planting in new areas Development spec plants in new subdivisions Removal ie buckthorn Understory and enhancement Review – inventory up to date Stephen Aboud recommendations Policies within Official Plan Tree protection zones Site by site basis Review existing policies in Guelph How do all policies impact trees Commercial/Industrial Identify where deficient Establish engineering practices like sugarbush that include more and better tree protection and possibility for mature canopy But don't simplify focus on preservation when enhancement and mitigation is
3. The City should commit to protecting and, where feasible, enhancing the natural linkages within the City and to the County identified through the City's Natural Heritage Strategy.	2 (1) (1) (1) (1) (1)	6 Agree 1 Disagrees	 possible Perhaps move this up in priority as opportunities and existing linkages may be lost in the interim Should be first priority Why focus on linkages? Commitment should be to the entire NHS NHS - core areas are well as linkages Implemented through development review (EAC) conditions of approval and EIR requirements Has to be done to maintain ecological integrity Provisions within Official Plan already NHS Separate process already (see #25) Caution - be careful about linkages - over major arterials And corridors Be careful with road crossings/linkages on busy arterials

4. The City's tree by-law should be reviewed and updated to be consistent with the Municipal Act.	3 (1) (2) (2)	8 Agree	 Needs to be of sufficient strength to be effective. Perhaps move up in priority Should be high priority Do two by-laws, one public, one private, public should be priority 1, private should be priority 3 Separate by-laws might be a good approach public versus private lands – private lands may be revisited by individuals and groups, 1 priority on public lands Push for 2 by-laws, first step should be for public lands implement this quickly, 1 priority for public, 2 priority for private lands Up priority? But tree by-law must provide balance for private interest Interim by-law to prevent continuing losses, also on small private lots Private to public – low as priority Enforcement Private tree vs public Tree by-law – good news for some, bad news for others Exhaustive of staff resources – admin, financial impact – affordability Private tree by-law Priority 3 is appropriate Monies – initiated draft forthcoming Yes – review but concern about it being overly restrictive Yes a priority – higher – everyone should know the law Needs to be based on several policies Vision and goals needs to be known first Tree cutting on public lands need to be addressed Public lands priority #1 tree by-law Civil libertarian – be careful not to micro
			manage

5. The City should evaluate if existing staffing is adequate to review and enforce tree protection on development sites once more comprehensive policies are put in place. Should a new Tree Preservation By-law be passed, additional staffing (e.g. an arborist also trained in by-law enforcement) may also need to be considered.	3 (2) (2)	5 Agree	 Perhaps City should have an arborist on staff regardless of tree by-law This can be done through environmental monitoring programs undertaken at the cost of the developer, but an independent contractor. These are currently required through conditions of approval – what is lacking is staff to review the monthly inspection reports and a mechanism to follow up when issues are identified This is unnecessary – undertaken by environmental planner for development. This goes to item 12 But other staffing deficits, perhaps out to be a higher priority, unless there's evidence of significant tree loss There is already a mechanism to do this. Staff don't need to so this, but staff are needed to review and respond to consultant and developer monitoring. (see #12) Include Urban Forester and Arborists If you don't have the staff and resources it is all for not Staff working on public lands 4 and 5 go hand in hand Recommend city forester Budget needed for ongoing operation and maintenance Need to evaluate first – policies first Use the present mechanisms and enforcement No idea, suggest we have minimal staff and contract out when needed
---	-----------------	---------	---

- (4) If tree by-law is delayed too long, many trees, especially in natural forests may be lost in the interim. An update of tree by-law should be moved up in priority. Eg. Southgate Business Park woodlot and large maples, Homewood Forest at Delhi St
- Develop a definition and strategy for conservation of heritage trees with assistance to do conservation work (pruning cabling) if appropriate could be done through by-law
- Consider heritage trees but needs to be a balance between individual needs, community benefits and provincial mandate of intensification
- Consider alternative engineering standards for new development. Soil conservation during development, scarify land before replacing topsoil, and consider pumping stations for new developments.
- Develop a strategy for considering heritage trees under the by-law. Consider assistance or incentives for landowners when City determines a tree should be maintained.
- How soon with the #1 priorities be completed? Get on with it. 25 too many. Streamline, simplify but don't lose anything.
- Other development policies will impact on tree protection and retention
- Concern for alteration of drainage and impact on trees/forests
- Need the overlay recognize the order there is steps but need investment
- Low impact Development
- Link development policies grading, SWM policies need to relate to other policies within the Official Plan
- Impacts of drainage installations that impact swamps
- Short, medium, long term
- Permits for removal
- Consider heritage trees within the by-law fur public and private with possible tax rebate compensation for preserving the public good

B. Strategic Planning Recommendations

Recommendation	Current Priority	Agree / Disagre e	Suggestions How Recommendation Could Be Improved
6. The City should develop a Strategic Urban Forest Management Plan and adopt a 20-year strategic planning approach with 5-year management plans and annual operating plans nested within the 20-year plan.	1	12 Agree 1 Disagrees	 Refine and simplify the implementation – no need for plans every 5 years, phase the implementation in the 20 year plan and build the adaptive management into the process but do not require a new plan every 5 years – too much time will be spent writing and approving plans. Simplify this process looks too bureaucratic and onerous, this looks to be based on SFL process used in north not on urban priorities Relationship to Natural Heritage System, confusion definitions Just prioritize actions under framework and move action to
7. The City should adopt the principle of <u>adaptive</u> <u>management</u> to ensure that management approaches and priorities can be adjusted as new information is obtained.	1	11 Agree	 Very good Endangered species Invasives Disease
8. The City should develop and use a series of criteria and indicators to track progress towards short and long-term objectives.	1	13 Agree	 Agreed How is this process managed? Good idea to measure progress.

- The term "management" needs a specific definition and what is included. Our concern is with natural forests which are self-sustaining ecosystems that really don't require active management; at least not in the same terms as street trees
- (6) Need faster implementation to protect mature trees and existing urban forest
- Reduce barriers to implementation, don't wait for inventory and planning to implement. There are ways to prioritize actions more quickly, we are inventorying as a support to

implementation, not as a driver

- No suggested changes
- Plans are getting too much attention we need action and enforcement on the present by-law and the interim by-law could slow removal of mature canopy eg. Bordon Ave/St lot, James St and Forest Hill Drive

C. Communications Recommendations

Recommendation	C u rr e n t P ri o ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved Consultation should indentify and promote
9. The City should host workshops or public meetings to get community input into the vision and goals for SUFMP.	1	1 Disagrees	 and encourage local champions, not just get input Use the workshops to prioritize actions outlines by framework Have to educate population 20 year window Just do the Plan Not necessary
10. The City should explore options for providing support and coordination of ongoing and potential volunteer activities related to tree planting in the City.	1	9 Agree 1 Disagrees	 Move down in priority I think providing support and a mechanism for assistance in planting would be excellent Trees for Guelph as one option Combine in #9, co-host events in public groups – build them into planning process This is already true with Trees for Guelph Volunteers and seed money will be key Coordinate with gaps in linkages, need for cover with trail system, etc. Like toilet rebate money – give lists, tree tending workshops, incentives for natives or suitable urban species I believe this to be most important once framework is developed. Community buyin. Plant all trees even ones with disease, bugs ie. Ash Cultural programs, stewardship program Can't do it all Enhancement activities Fill gaps Cultural practices Urban forest stewardship Culture, plant health care Not just tree planting. Promote the idea of Urban Forest Stewardship Support volunteerism Have "Trees for Backyards" Encourage neighbourhood groups Encourage neighbourhood groups and various businesses, business organizations

		10.4	
11. The City should support, and provide the resources for, the creation of an Urban Forest Management Plan Technical Steering Committee to review and evaluate the status of the SUFMP.	2 (1) (1)	10 Agree 1 Disagrees	 Move up in priority The role of the steering committee should be clearly defined – not being used to assess individual tree removal on private property Permanent vs temporary Advocate Committee, volunteer groups role Use committee to key actions moving forward, membership should include volunteer organizations eg. Trees for Guelph Local citizen champions and experts Need to implement, Advisory or Council appointed Guide the AOP's Reword – and implementation of Council appointed Forest Advisory Committee ie Heritage committee Make this a Council appointed Advisory Committee Yes – would provide good input
12. The City should explore mechanisms for more inter-departmental coordination regarding proper protection and management of the City's green infrastructure and educate about tree protection guidelines, policies and best practices.	2 (1) (1) (1) (1) (1) (1)	5 Agree 3 Disagree	 Move up in priority This is a critical one. The goals and objectives of the Forestry Plan should be integrated throughout all the City policies. This includes revised engineering standards to facilitate conditions that promote tree/forest conservation Should be a 1 priority, need to integrate urban forest management throughout all departments Increase priority, integrate policy revisions eg. Storm water management master plan, water conservation and efficiency Eg. Grading plans and conflict with trees Linkages should be built into city infrastructure hopefully dysfunctionality has disappeared Needs to move to a higher priority Capital works Impacts on green assets Engineering opportunities Deep root silva cells Priority 1 - see recommendations 1 & 2 Operations Coordination is important Needs qualified independent forester staff to implement Integrate with water policies and Natural Heritage etc. If replacement is possible, protection can be reduced

13. The City should expand its public education initiatives by (a) updating and enhancing its on-line urban forestry resources, (b) consider offering urban forestry workshops for residents, and (c) exploring educational opportunities with other partners (e.g. University).	1	7 Agree	 (d) City should promote/highlight significant natural forests in the City through brochures, signage, etc, media – increase profile and appreciation Good idea Role for NC in "c", FTG generally Should be potential for this. Check with school of Environmental Design (SEDRD). Trees for Guelph has an Education Objective for example. Increase publication of Enviroguide and update to include section of tree policies Example "Healthy Landscapes initiatives Partnering through the community, celebrations of greenspace Web master – create a Review available info online and consider enhancing Guelph's website Brochures and Education Annual report needed – Vision Budget/Successes to be Citywide – website (see City of London website – trees and attributes) Under the direction of a qualified forester who can work with all departments
			Annual report

- (10) Perhaps other educational activities could be considered other than tree planting. Eg. Guided walks both street/urban trees and in natural forests, pointing out benefits of urban forests; also general tree identification for public if education is the goal of #10.
- (13) Keep Citizens informed and educated on City's natural forests eg. Hanlon Creek forests, Hall's Pond forest, Mitchell Farm forest, Guelph Lake forest, Homewood forest etc.
- Plantings in recognized corridor gaps etc.
- Planning have regard to park plans before replanting, eg. Royal City Park and its historic plans
- (10) Community Services assist and developing
- Capital work create disposal trees
- Review street cross-sections

D. Inventory Recommendations

	y iteeoiiiiie			
Recommendation	C u rr e n t P ri o ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved	
14. The City should determine specific goals for a tree inventory and develop a system of data collection and asset management in the SUFMP.	1	8 Agree	 Not sure about such a detailed inventory, better to use resources for manage/planting, perhaps more generalized inventory using remote sensing Yes - this should be easy and straight forward as there is lots of expertise and examples Part of 1st 2 years Can we obtain systems used by other municipalities? What information to be collected? Decide what you want first (city and public) (14-16) Public and possibly private, how much is all this going to cost? 	
15. The City should complete an inventory for all trees on City lands outside of natural areas as part of the first 5-year management plan.	1	7 Agree	 Ok I agree, city lands Co-ordinate 15 and 16 In depth Must be in first 2 years Reword – should be part of the first two annual operating plans; not 5 Part of AOP 1 & 2 Overtime – could use volunteers 	
16. The City should collect the tree inventory based on <u>SYNERGEN</u> and use the <u>UTC GIS Toolbox</u> to monitor overall tree canopy cover in the City, and help identify potential planting locations.	2 (3)	2 Agree	 Not sure such a detailed system is needed to achieve goals/objectives of SUFMP N/A - unfamiliar with software Synergen - higher priority Tool box - lower priority Synergen is part of 15, UTC analysis could be priority 3 	
17. The City should explore options for administering and maintaining their forestry asset management system.	2	4 Agree	 N/A – unfamiliar with software Part of 15 	

18. The City should complete a tree inventory	3 (1)	1 Agrees 4 Disagree	Natural forests should be maintained in undisturbed state with minimal disturbance
for all municipal woodlands based on accepted forest stand inventory protocols as part of the second 5-year			risk assessment should not be part of natural area management I think woodlands should be treated totally differently. Woodlands should be managed ecologically and the focus should not
management plan.			necessarily be on just trees (hazard trees perhaps excepted). This means leaving hazard trees and fallen debris/trees to provide wildlife habitat, maintain nutrient cycling etc. More of an ecological tree "community" Should not be pursued Protocols – include Ecological land classification NHS Priority hazard abatement Need identified understory Ecological land class – plots in woodlots vs individual trees Overstory and understory assessments combination of both Reasonable 2 nd system

- (18) Don't feel tree inventory in natural forests is necessary. Important to leave dead or dying trees for wildlife habitat. Use signage to inform public of hazard trees. There are probably more risks in crossing roadway than having tree fall and injure.
- Info storage, access, maintained

E. Urban Forest Strategy and Sustainability Recommendations

Recommendation	C u rr e n t P ri o ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved
19. Comprehensive specifications for tree preservation that can be consistently applied to all projects across the City should be developed and implemented. These should include: (1) requirements for newly planted trees that maximize their growth and lifespan potential, (2) requirements for protecting existing trees, and (3) progressive tree cabling practices, integrated with an inspection cycle, to support the preservation of large canopied trees.	1	9 Agree	 I liked the graph (size of tree/benefits) ie. Bigger trees are more beneficial – need to plant species that will grow large – not "lollipop" trees Should be very high priority Agree Heritage trees Good one Consider "cultural" heritage tree renewal where trees form a "designated" character to neighbourhoods, parks or other spaces that is deemed significant How is this different than #2 Review and revise tree protection guidelines for construction Detailed specification Prescribed tree protection zone Very important to act on this now! Implementation is more important than more study Preservation yes but not at all cost Replacement and enhancement elsewhere can be a mitigating solution

20. The City should coordinate an inventory of City trees with a risk assessment of this resource, and commit to implementing corrective measures for identified high risk or hazard trees as a high priority item.	1 (2)	7 Agree	 A policy of how natural forest trees will be reviewed in context of risk assessment – i.e. dead or dying trees provide wildlife habitat and shouldn't be removed as a blanket policy near trails. – needs more discussion and public input Too much focus on "risk" – thorough evaluation should be done before a tree is removed. Removal should be LAST option. OK – but this should be prioritized so that heritage trees or areas with even-aged trees be done first so that any management can be initiated quickly Should be included in 15, risk should be part of the system Should be part of #15 and 16, 15 is first priority Royal City Park draft Don't do this as a priority; it could need implementation on tree preservation and protection now eg. Protect to dripline
21. The City should establish a pruning cycle and a grid pruning program for street and park trees to shift from a reactive to a proactive maintenance mode.	2	6 Agree	 Not just pruning. Protecting root systems from mowing and compaction, other support services Agreed Ongoing? Remove! Would this be based on data collected in 15 and 16?
22. Once a preliminary City-wide risk assessment has been conducted, the City should implement an inspection protocol for trees that have been identified as having some level of risk possibly in conjunction with pruning activities.	2	5 Agree	 The inspection should be initiated before the risk assessment is complete – it can be refined as the risk assessment is completed (adaptive management) Back to 14 and 15 Currently being done Incorporate with inventory Inspections needed

23. The City should hire additional qualified staff members to support current operations activities, or consider subcontracting out to (1) catch up on the back-log of tree pruning / maintenance work, (2) undertake an assessment of risk trees on all City lands and, where required, undertake mitigative measures or removals, and (3) increase the tree replacement ratio.	1	6 Agree	 1 and 2 should be 1 priority, 3 is more complicated and I do not think a policy on a tree-replacement ratio should be established without significant flexibility Focus on qualified staff members, who are able to direct public programs and education Urban forester? Back to 14, 15 and 16 Remove additional in the recommendation
24. The City should develop a strategy for the monitoring and control of alien invasive species. Where appropriate the City should coordinate its efforts with agencies such as the Canadian Food Inspection Agency, the Canadian Forest Service, the Ontario Ministry of Natural Resources, Grand River Conservation Authority and other area municipalities.	3 (1) (1)	4 Agree 1 Disagrees	 This may be more of a concern for other agencies listed -i.e are municipalities required to spend resources on concerns that are more provincial or national in scope? High priority. The many Norway maples in the city pose an ongoing threat to natural features. These should be removed and replaced as a high priority - there should be a ban on planting this species in the future Priority 3 may never get resources - needs action now Is this a city responsibility or beyond scope? No brainer Unfortunately short of climbing all trees usually monitoring only reveals issues after it is too late, if found what do you do? Plant or pest species EAB - proactive approach rather than reactive

- (24) Invasive species of trees and shrubs should be considered differently from harmful invasive insects that attack trees. Common buckthorn is often mentioned yet its control might be considered similar to tying to control zebra mussels ie. Near impossible, this needs further discussion/study/public input.
- This initiative needs to be put into a wider context. Trees are important, however, so are other issues. Intensification may provide fewer opportunities for tree establishment/preservation, but allows for more efficient public transport, limits the City's footprint, etc, all of which reduces the carbon footprint and impacts on natural features outside the city. Also other vegetation types are valuable for diversity, wildlife habitat, cultural reasons etc. Native grasslands fix more carbon than forest. This wider context needs to be reflected in the strategy, and more importantly in the policy structure. We really need a Vegetation Management Plan for the city, not just one for trees.
- To fill gaps in policy consider concept of mitigation for lost trees. Eg. Comparable based area replacement.

F. Landscape and Connectivity Recommendations

Recommendation	C u rr e n t P ri o ri ty	Agree / Disagre e	Suggestions How Recommendation Could Be Improved
25. Once a municipal tree inventory has been undertaken, the City should conduct a study (using GIS) to identify opportunities for reforestation within the City's urban matrix, and work with the County of Wellington and the GRCA to support linkages to natural areas extending outside the City.	3 (1) (1)	2 Agree 1 Disagrees	 Should move up in priority, many/most of these opportunities already identified by NHS see Recommendation 3 Given that the inventory could include assessment and take a long time, this initiative should be started before inventory is completed. The areas of the City with poor tree cover can easily be determined. TFG and GRCA ready to work with City Non-public/ (ie. Private lands) initiatives including within new developments. Where do "private" trees fit into SUFMP 13? 2? Use volunteer groups coordinated by steering committee Once natural Heritage strategy is completed opportunities to reforest/naturalized on public lands can be pursued Forest restoration instead of reforestation Provide sites to volunteer tree planters Policy for these plantings, what is reforestation on scales such as would be identified Most might be in NHS buffer zones Restoration instead of reforestation Restoration rather than reforestation Change "reforestation" to restoration Strategic Planning needed more

OTHER COMMENTS:

• Implementation and inventory can be concurrent, don't have to be sequential

Reporting Back Form

Please summarize in the section below:

1. The most common points/themes:

- Need to improve development practices, better coordination among city departments
- Focus on what the city (public lands) can do first, show leadership
- Need to move to action not time to go back and create the strategic plan use public forums to revise the framework and move forward on actions
- Set up the steering committee to move forward on actions
- Need to shift focus away from city staff as "doers" and use staff as facilitators volunteers do work
- Linkage to NHS overlaps in recommendation
- Operations vs planning
- Need green infrastructure
- How to arrange and support
- By-law -difficult to manage of private
- Priorities 1-3 low, medium, high, should be short term, medium and long term approach
- Densification and Urban Forest conflict
- Concern about micro-managing a Tree By-law
- Implementation now before more time spent on policy defining
- We have a by-law that is not enforced now with a retention on public property we could keep canopy while we are finessing the actual by-law terms
- Densification/Urban forest conflict
- ICI needs help
- Hanlon
- Encourage neighbourhood groups, business organizations to plant trees

2. Key gaps within the existing recommendations:

- Greater separation between natural forests/woodlands and other urban trees such as street trees and planted trees in parks. Management needs between these two groupings could be completely different. Natural forests are ecosystems, not just trees with inherent biodiversity of many organisms. Shouldn't manage strictly for trees. Education is key for this.
- Need faster implementation of tree protections
- Consider planting fruit and nut trees in parks, not just native trees focus
- Role of public sector, developers
- Cultural Landscape trees
- More actively pursue roles for volunteer groups
- How and how soon to get groundwork done (#1 priorities) so that real work can begin
- Too many recommendations
- Balance between tree loss in intensification and tree protection/new plantings
- Residential and industrial
- Commercial/industrial tree enhancement opportunities
- Hanlon Pkwy vs Expressway
- Concentrate/identify on commercial/industrial
- Beautification of the Hanlon Expressway
- Not taking advantages of "opportunities for salvage"
- Scoop a tree that needs removal and put in a school ground or park instead of cut and clip that tree

- Be careful not to have a tree by-law that is too restrictive
- Micro managing land owners
- Hanlon needs to be beautified

3. Top Five Priorities:

- 3, 4, 13, 25, 12
- Look at lower income neighbourhoods as a priority for tree planting and street tree programs
- 1, 2, 14, 19, 13
- 1. Policy update but focus on OP update and integration of NHS
 - 2. Lots of things to do here with guidelines re: protection
 - 4. Tree By-law update will create good press
 - 9. use public forums to identify priorities
 - 11. use steering committee to make sure projects are ongoing
 - 14. need to agree on what to inventory.
- 1. "Green Infrastructure" as a concept
 - 2. Protect mature trees from construction interim tree by-law
 - 3. Inventory
 - 4. Corridors fill gaps
 - 5. Be innovative in SWM and grading to reduce tree loss in development areas
- 1, 2, 11, 14, 12
- 1, 2, 3, 4, 10
- Green infrastructure identified, inventory, managing risk, development review long range forecast, tap into local resource locally
- Inventory phase in based on initial assessment, education-stewardship, realistic budget, measure successes
- Recommendation #1 "green infrastructure"
- Inventory, By-law, Education, Budget for operation, measure success
- Interim By-law on public lands, urban forest department giving importance to green infrastructure, Development practices established and enforced eg. Protect trees to the dripline when under construction, hire a qualified forester and give him authority to direct the planning and implementation of hiring of staff for an independent (of Operations) department to work with shade policy and other departments and direct public education, money for last point
- Inventory, By-law, budget, measuring success

Additional Comments

- Tree valuation
- ISA
- Tree compensation formula leaf area vs dbh
- Cash-in-lieu for replacement trees

Group Reporting Back Form

Group Notes

- Push tree by-law update Public lands and Private land
- Heritage Trees to be protected it is the City's responsibility
- Policy Development is required alternate development standards, reduce soil compaction, consider the use of pumping stations
- Developing a plan 20 year plan has too much planning, reduce barriers to implementation, adaptive management should be employed
- Concern with need for an inventory- should happen with development policies

- Inter-departmental integration is key
- Water Conservation needs to be considered
- Integration of policies is required
- Additional planting should be considered in low income neighbourhoods
- Get on with this
- 25 Recommendations are too many streamline and simplify
- How soon will the #1 priorities be completed
- Tree by-law move up
- Relationship with NHS what constitutes and urban forest
- Criteria/indicators good how will this be managed
- Advocate/Volunteer Committees
- Education should be a high priority UofG and Trees for Guelph would be good partners
- Urban Forestry Inventory need not be so comprehensive
- Consider cultural heritage tree renewal program
- Where do private lands fit in?
- Policies/Guidelines prepared by Aboud and Associates need to be incorporated into the Official Plan
- Tree by-law is currently a priority 3 keep it lower it will involve exhaustive resources staffing and funding
- #11 Creation/Implementation of Management Plan needs to be completed should have a Appointed Committee of Council
- Interdepartmental coordination is key
- CU Soils
- Capital works is creating disposable trees
- #15 Inventory on all City lands first 2-5 year plan
- #16 High priority for assessment Tool box- GIS is lower
- #17 Should be priority #1
- #18 reword inventory to include ecological land classification
- #25 Reforestation/restoration
- Green Infrastructure
- Intensification vs. SUFMP
- Conflict
- Tree by-law micro-managing on private lands will not be a slam dunk
- Public property by-law is simper
- Commercial and Industrial development enhancement needs to happen.
- Hanlon Expressway needs to be planted
- Priorities- tree inventory, tree by-law, education realistic budget, measure of success
- Mechanism to address those that cannot be maintained.

Additional Comments Received

Please accept our comments on behalf of the GWDA on the above. To begin with, the City of Guelph in the past has done a very good job of growing an urban forest. The development industry and homeowners have planted hundreds of thousand trees where none existed before. Our site plan applications all have significant landscape plans submitted as part of the approval process. Therefore, in our opinion all stakeholders including the city have done an excellent job in developing and managing the urban forest.

We have some very specific concerns that have not been answered. How much will this cost the taxpayer in additional staffing? In the "Stakeholder Workbook", there is significant workload needed to address recommendations regarding inventory of trees, by-law enforcement, pruning, replacement and enhancement of trees, strategic planning, community input, steering committees, education, etc. All this will come at a considerable expense.

We are also concerned about a by-law that would be restrictive and that would micro-manage trees on private property. This may become a disincentive for homeowners to plant trees if they cannot

then remove them for various good reasons.

In addition, many of the recommendations contained in the "Stakeholder Workbook" will become a further disincentive for intensification and in-fill projects. If it is the City's intention to promote development that meets the goals and objectives of the Growth Plan, as well as the Growth Management Strategy and Community Energy Plan for Guelph, the Strategic Urban Forest Management Plan needs to include a more balanced approach to private property.

Very often in the process of development, trees have to be removed to accommodate roads, buildings etc. However, we feel that the industry can make an actual improvement by taking mitigating and enhancement measures when tree removal is unpreventable. A process that is fair, simple and understandable should be in place for such circumstances.

In our opinion there are areas in our city including the Hanlon Expressway that could benefit greatly from an urban forest plan and it should be these public areas that this strategy should have its main focus.

We thank you for the opportunity to comment. I thank you for your consideration.

Attachment 3

PUBLIC WORKSHOP

Framework for the Strategic Urban Forest Management Plan

Summary of Public Comments

April 29, 2009 New City Hall

1 Carden St. Meeting Room C

Background

The Framework for a Strategic Urban Forest Management Plan (SUFMP) was completed and approved by City Council in November 2007. The Framework contains 25 recommendations that are designed to help the City develop and deliver a proactive, adaptive urban forest management approach on both public and private lands.

The table on the following pages summarizes the framework's recommendations and the original ranking of these recommendations, as provided by the consulting team based on preliminary input from City staff and a few stakeholders / reviewers.

The primary objective of this workshop is to solicit additional input on priorities and next steps for moving forward with a SUFMP for the City.

Please use the attached workbook as the basis for your discussion. The City will collect all group workbooks at the end of the workshop. Individuals may also submit individual comments at the workshop or until May 30th, 2009 for inclusion in the records of this event.

Instructions

Please follow these steps to maximize the value of your small group discussion:

- 1. Appoint a chair;
- 2. Appoint someone to record (bullet-style) the highlights of your discussion and to report these highlights back to the group towards the end of the session;
- 3. Please review the recommendations and the current priority ranking, keeping in mind they are organized into six broad categories, as follows:
 - a. Policy and Guidelines
 - b. Strategic Planning
 - c. Communications
 - d. Inventory
 - e. Urban Forest Strategy and Sustainability
 - f. Landscape and Connectivity
- 4. Please indicate if you agree or disagree with the ranking, then provide any feedback you think would assist in moving forward with the SUFMP for the City;
- 5. Please identify any gaps within the recommendations, or any recommendations that you feel should be added or removed;
- 6. Please identify your top 5 priorities for moving forward with the City's SUFMP; and
- 7. Please make sure you record areas of consensus as well as areas of disagreement it is important that the City develop an understanding of the full range of ideas and opinions of all participants.

8. A. Policy and Guidelines Recommendations

			Currentians Herr Becommendation
1. The City should ensure that	C ur re nt Pr io ri ty	Agree / Disagr ee	• Concerned that we have to use the term
all policy revisions and updates define the urban forest, identify it as a high priority for protection, and describe it as "green infrastructure" which needs to be actively managed.		1 Disagree	 'infrastructure' to describe the urban forest. Could lead to over-management And give it higher priority than at present "green infrastructure" just buzz word Ensure that "green infrastructure" is on the same level as the other municipal infrastructure – identified at all levels Green infrastructure should be given higher priority than gray infrastructure Policy needs to be related to known methods which will result in improved urban forest Establish as a priority Critical for the health of the Urban Forest and the health and general welfare of its citizens Green infrastructure needs to be actively managed and protected
2. The City should develop comprehensive City-wide policies and guidelines for tree preservation, replacement and enhancement on both public and private lands.	1 (2)	12 Agree 1 Disagree	 Yes – and choose trees and other plants for more naturalization These should apply to both public and private "Protection" rather than "preservation" But ensure private lands are not treated the same as public Policies must differentiate between private and public lands Policies must be well thought out with consideration of possible ramifications – for example – people, not planting trees to avoid future problems with trees and limitations by policies and guidelines What does this mean? ("arrow to "where feasible") Separate telephone number and email address for people to report alerts or concerns. Guidelines and by-laws, current by-law is inadequate Should be a separate department charged with this responsibility – not just policies and guidelines

3. The City should commit to protecting and, where feasible, enhancing the natural linkages within the City and to the County identified through the City's Natural Heritage Strategy.	2 (1) (1) (1)	10 Agree	 Give this a higher priority This is at least a "2". Maybe "1.5" priority This should have the same emphasis as #1 and #2 as it meshes into it "Natural" linkages on public property – other linkages on a neighbourhood basis What does this mean? (circle around "where feasible") Private land right need to be considered Contact Wellington Society for the Countryside – Richard Frank (519) 856-1430 Higher priority Should be a separate department charged with this responsibility – not just policies and guidelines
4. The City's tree by-law should be reviewed and updated to be consistent with the Municipal Act.	3 (1) (1) (1) (1) (2)	9 Agree	 Also City could lobby province to integrate forest planning with development planning Split into 2 - #1 priority - enforce existing bylaw, move to # review and update Need to push for proactive methods here Divide into 2 parts - (1) enforce the current by-law to its full extent until you can (2) review and update it to meet current needs Should be high priority 1 for public and institutional, 2 to revisit site plans for older industrial/commercial Tree by-law must differentiate between private and public Enforced! By-law review, enforce current by-law and update over time Agreed Higher priority Higher priority including 2005 Provincial Policy Statement By-law should include smaller properties - see by-law and policy of Richmond Hill

5. The City should evaluate if existing staffing is adequate to review and enforce tree protection on development sites once more comprehensive policies are put in place. Should a new Tree Preservation By-law be passed, additional staffing (e.g. an arborist also trained in by-law enforcement) may also need to be considered.	3 (1) (1) (1) (1) (2) (1) (1)	9 Agree 1 Disagree	 High priority Urban Forester What about enforcing existing policies – is there enough staff right now? Scheduled reviews be done Should be top priority Must provide adequate funding Consider reorganization and separate department This should be done before you can adequately enforce the existing bylaw or review and update it City could engage more with volunteer
			 But focus must clearly be on public, institutional properties New development needs to have better tree cover and costs need to be covered by those living in the new development Approach under by-law needs to be helpful, not punitive – example, building departments permitting system Poor use of an arborist to do by-law enforcement Should be higher priority Higher priority, see comments below See # 2 above – should have a qualified forester

- What plans can be made to educate city engineers about the "urban forest?"
- As urban forests come under more stress with denser development and climate change we need to plan ahead for greater diversity. Eg. Maybe more southerly Carolinian trees – some hickories? Butternut? (English walnut?) and others – Paw Paw, hazelnut, etc.
- Plan to manage trees as "green infrastructure" on par with roads, sewers, etc.
- Implementation requires additional staff to be effective
- "Tree friendly" zoning
- Priority to maintaining health of mature trees
- Royal City park draft plan, public input? Strategic Plan objective 6.6 biodiverse city with highest tree canopy percentage among comparable municipalities
- The City should consider expanding where possible, the natural woodlots, including over brownfields and golf courses
- Be careful about considering private (residential) lands and trees a public resource
- Offer funding opportunities for residential property owners to cover management, pruning, removal, replacement costs
- Need to have careful consideration of private property owners with private tree by-law
- Proactive vs reactive management
- Inventory-analysis-trees, plantable spaces, mapping GIS
- (5) City needs an independent Urban forestry department led by an arborist or certified forester. A new Tree Preservation By-law must be passed. Need to protect trees on city lands and help citizens protect trees on private lands

B. Strategic Planning Recommendations

Di Strategie i lanning Recommendations				
Recommendation	C ur re nt Pr io ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved	
6. The City should develop a Strategic Urban Forest Management Plan and adopt a 20-year strategic planning approach with 5-year management plans and annual operating plans nested within the 20-year plan.	1	12 Agree	 Should align operating plan length with pruning cycles In public lands 	
7. The City should adopt the principle of <u>adaptive</u> management to ensure that management approaches and priorities can be adjusted as new information is obtained.	1 (3)	12 Agree	 Definitely – now is the time to consider emerging info re: changing climate and changes in food supply infrastructure ie. Oil availability Citizens should have the chance to review the process and participate in the ongoing re-assessment Some leakage to private holdings required – management to be paid from the public purse 	
8. The City should develop and use a series of <u>criteria and indicators</u> to track progress towards short and long-term objectives.	1 (2)	11 Agree 1 Disagree	 With public input to develop the criteria Beware of over complimentary indicators Most important is corporate culture Yes, but hard to develop realistic indicators Use multi attribute design analysis Definitely, most important 	

- Review old site plans for commercial, institutional, industrial properties for replanting opportunities
- Criteria need to be clear and data easily collected
- Need to work with communications department up front on how to convey critical indicators to public to ensure community support
- Criteria need to encompass more than canopy cover diversity, for example
- Sounds good to me
- Given recommendation 7 along with 2005 Provincial Policy Statement, it would appear that the Hanlon Business Park must be reconsidered.

C. Communications Recommendations

Recommendation	C ur re nt Pr io ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved
9. The City should host workshops or public meetings to get community input into the vision and goals for SUFMP.	1	11 Agree	 Would like to see workshops for staff and politicians Too late for this to really mean anything (read Arnstein) This should be in the field and in the communities so it appeals to citizens Very important to engage public Clearly indicate how input would be included/evaluated Must use fact to guide decisions Not limited to workshops. How about tables at nurseries during spring planting – engage people that normally wouldn't be engaged We should try to get a By-law in place before end of 2009 But this must be done quickly and not used to delay real action
10. The City should explore options for providing support and coordination of ongoing and potential volunteer activities related to tree planting in the City.	1 (2) (2)	9 Agree 1 Disagrees	 Should have process to have volunteers use city Yes – coordinate with other groups such as GRCA, U of G, etc, Tree Canada Plan needs to be in place first Rotary, TFG, OPRIG 9 and 10 could well be combined in order to obtain well informed volunteers
11. The City should support, and provide the resources for, the creation of an Urban Forest Management Plan Technical Steering Committee to review and evaluate the status of the SUFMP.	2 (1)	11 Agree	Committee should include an arborist and representation from citizens, city staff and Guelph Hydro

12. The City should explore mechanisms for more interdepartmental coordination regarding proper protection and management of the City's green infrastructure and educate about tree protection guidelines, policies and best practices.	2 (1) (1) (1)	9 Agree 1 Disagrees	 Should this move up to a 1.5? Interdepartmental coordination could be enhanced by having a separate department responsible for tree management Goes without saying Needs to be part of the initial planning Agree if education is factually based This needs to be worked out now, so all departments engaged in developing guidelines and policies Forestry Planner Use of service drawings in public spaces including parks so trees are not located on underground services. Call before you dig for contractors et al Examine all existing ordinance that may affect tree planting or maintenance this one sounds like a big bureaucratic waste of time. Yes, there should be interdepartmental communication, yes there should be EDUCATION for all staff around the green infrastructure and its value and importance. Instead, more resources should be directed to creating an office or a position or responsibility - a city staff member who is responsible for all aspects of the SUFMP. This position would be the essential link or the "go-to" person re: SUFMP. See addition of By-laws Should have a separate parks and green infrastructure department
13. The City should expand its public education initiatives by (a) updating and enhancing its on-line urban forestry resources, (b) consider offering urban forestry workshops for residents, and (c) exploring educational opportunities with other partners (e.g. University).	1	10 Agree 1 Disagree	 Partner with U of G Arboretum True value of city investment in the Urban Forest and Community Perhaps this could include a private tree registry. Could also lead to the opposite: mark places where trees have not been planted or where they have been removed. Excellent idea Plan needs to be in place first Lots of use of free media publicity Very important This could be combined with number 9. Advertise buses, open houses, college royal, Home Shows, Booths at the above, pamphlets, City Hall Important as we must educate property owners regarding care and protection of trees on their property and perhaps on boulevards as well See plan in City of Richmond Hill

- Work with school board to integrate workshops and involvement of youth. As much as possible workshops and communications should be relevant to "my" neighbourhood ie. Not across the city... where it has little impact.
- Discuss coniferous versus deciduous trees
- Guelph Hydro is included as they do a lot of tree trimming which is sometimes harmful to trees. I believe they need some education too.

D. Inventory Recommendations

		menuati	
Recommendation	Cu rre nt Pri ori ty	Agree / Disagre e	Suggestions How Recommendation Could Be Improved
14. The City should determine specific goals for a tree inventory and develop a system of data collection and asset management in the SUFMP.	1	10 Agree	 Goals in combination with public Make it available online Inventory should restrict access to public areas Budget ASAP Good use of horticulture students, U of G, College Heights
15. The City should complete an inventory for all trees on City lands outside of natural areas as part of the first 5-year management plan.	1	12 Agree	 This should be done for private trees as well – online registry would help with this Make it available online Very important re: management of quarantine pests Sooner the better
16. The City should collect the tree inventory based on SYNERGEN and use the UTC GIS Toolbox to monitor overall tree canopy cover in the City, and help identify potential planting locations.	2	7 Agree 1 Disagree	 If this is working now – sure When "complete" this could potentially be a great public tool; allows public to look up into (species, age, risks, etc) of any tree by location or age Make it available online Don't know Don't know what these are, can't comment Not familiar with Synergen, should be easy to identify where planting required
17. The City should <u>explore</u> options for administering and maintaining their forestry asset management system.	2 (1)	9 Agree 1 Disagree	 Beware over investment in monitoring practices can be easily done with one student once set up Make it available online Embrace a plan that includes garden, landscape and forest components – not just forest as all are part of an urban forest Shouldn't this be thought through prior to or at same time as #14 above? Should be a top priority, the rest is meaningless
18. The City should complete a tree inventory for all municipal woodlands based on accepted forest stand inventory protocols as part of the second 5-year management plan.	3	10 Agree	 Detailed woodlands assessment This should be a higher priority This should be higher on the priorities A good idea but very difficult to accomplish What's the difference City lands and municipal woodlands

- Tax incentives to encourage people to plant
- City should assume partial financial responsibility for removal of large trees this would encourage preservation
- What is the difference between #18 and #15?
- #s 14 and 15 are top priorities. I would rate #18 as a priority #1. the whole canopy of the city of Guelph needs to be taken into consideration.
- City also might want to consider some kind of an inventory for trees on private property

E.Urban Forest Strategy and Sustainability Recommendations

Recommendation	Cu rre nt Pri ori ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved
19. Comprehensive specifications for tree preservation that can be consistently applied to all projects across the City should be developed and implemented. These should include: (1) requirements for newly planted trees that maximize their growth and lifespan potential, (2) requirements for protecting existing trees, and (3) progressive tree cabling practices, integrated with an inspection cycle, to support the preservation of large canopied trees.	1	4 Agrees 1 Disagrees	 TP Zones By-law enforcement Diversity selection Permeable Swales – open ditches vs. curb and gutter This information is available, let's not reinvent the wheel. Fine if you have sufficient well trained arborists in the system. A separate Department from Public Works Specs for tree preservation need to be developed Selecting species to plant needs to include food-bearing trees for human an urban livestock – consider future needs for food. Favour native species Actually hold to these shouldn't capitulate as is general practice Should emphasize priority on saving trees instead of taking the easy route of simple removal Add management Assume this would consider priority of native species, climate change effects (what will be appropriate in 25 years) and other forward looking considerations. Plan for better soil preservation in new subdivisions so that planted trees have a higher probability of survival On public lands and new developments (not occupied) Need more focus on preserving trees and canopy Sufficient penalties to ensure that tree protection by-laws are adhered to. This should be proactive tree preservation from the point of planting onward This should apply to new trees as well as older trees Take into account new technology – permeable surfaces, bioswales wherever possible, improved and larger tree root areas (plan for full spread).

20. The City should coordinate an inventory of City trees with a risk assessment of this resource, and commit to implementing corrective measures for identified high risk or hazard trees as a high priority item.	1	4 Agrees	 Should say as assessed by a certified forester Ensure removed trees have program to use wood. Trees identified for last reference numbering system perhaps, city maps Must emphasize trimming and preservation over pre-emptive removal With options for managing hazards besides removal. According to OFN handout, dead standing trees provide nesting and roosting sites for ¼ of forest species-dead trees should be part of the urban forest
21. The City should establish a pruning cycle and a grid pruning program for street and park trees to shift from a reactive to a proactive maintenance mode.	2 (1) (3)	3 Agree 1 Disagree	 Would like to see a monitoring program rather than prune trees because the schedule says so Still need trained arborists for this kind of work. Davey Tree in Kent, Ohio has an excellent school well worth a visit Should be changed to a lower priority. #1 is the top priority here. Let's focus our energy on protecting our existing canopy and increasing it. Pruning and replacement I understand why we can't do this until 19 is completed – shift to number 1 Important that pruning be appropriate Pruning needs to be more clearly defined – i.e. pruning for a variety of purposes Past tree pruning has been too severe Structural pruning of young and recently planted trees. Education is key, private citizens/property owners will inevitably prune their own. When this is done poorly it can kill trees. To educate people do it right or not at all.

22. Once a preliminary City-wide risk assessment has been conducted, the City should implement an inspection protocol for trees that have been identified as having some level of risk possibly in conjunction with pruning activities.	2 (1)	4 Agrees 1 Disagrees	 Agree, but only if done by a certified arborist 20 and 22 go hand in hand Some level of risk? Inspect/utility w/o system Should be #1 as a number of species are already at high risk! Assume this is linked to #21 This could be done at a higher priority by engaging citizens to report hazards through the website or on the phone Include private trees in risk assessment and provide notification or recommendation for maintenance of those private trees This private assessment could tie into a tree registry – perhaps offer options for pruning/maintenance (ex. Small fee – City will prune) to educate homeowners and make private tree maintenance easier.
---	-------	----------------------------	--

E. Urban Forest Strategy and Sustainability Recommendations cont'd

Recommendation Recommendation		Agree	Suggestions How Recommendation
Recommendation	C ur re nt Pr io ri ty	Agree / Disagr ee	Could Be Improved
23. The City should hire additional qualified staff members to support current operations activities, or consider sub-contracting out to (1) catch up on the back-log of tree pruning / maintenance work, (2) undertake an assessment of risk trees on all City lands and, where required, undertake mitigative measures or removals, and (3) increase the tree replacement ratio.	1	9 Agree	 Too much focus on legal liability. Would prefer a forest management approach that recognizes the importance of trees in decline. 46 species of birds rely on dying and dead trees for their food supply. Hire don't contract This should mesh with #5 as they are v similar. Implementation staff and planning staff should be in discussions. Yes, but must be costed and defendable How does this fit with recommendation #24? Depends on cost Concerned about cost here – what are other options, if any? Contracting out less expensive in the long term, yearly budget Use of tree spades also contact to plant larger trees where those have been removed The city needs to create a permanent position of a city arborist, rather than contracting out. Increasing the tree replacement ratio needs to be give much higher priority than pruning. The pruning that has occurred in the city in the last 18 months has been unacceptable - tree topping, pruning of evergreens up to 10', the removal of trees with a risk rating of #4. City must hire an arborist or certified forester. City should hire additional qualified staff members to staff its urban forestry department See comments in #20 Yes - must be costed and defendible

24. The City should develop a strategy for the monitoring and control of alien invasive species. Where appropriate the City should coordinate its efforts with agencies such as the Canadian Food Inspection Agency, the Canadian Forest Service, the Ontario Ministry of Natural Resources, Grand River Conservation Authority and other area municipalities.	3 (1) (1)	7 Agree 2 Disagree	 Depends on whether Protection of Forest is priority. Don't agree with swath cutting and with volunteer groups These should be paramount - #1. Need an action plan for EAB, ACHB, etc. Should be #1 because of high risk species. Where would it be appropriate? Depends on definition of "alien invasive species". Much more important - silly and wasteful to see planted trees lost to buckthorn Makes sense
--	-----------------	-----------------------	--

- I'm not sure the overall strategy can be developed without looking at specific characteristics of each entity, i.e.: street trees, trees in recreational areas and trees in natural areas. How can trees be part of a functioning forest clear-cutting the understory in parks and natural areas?
- Should consider city and private property owners use of permeable vs. non-permeable surfaces re: water infiltration of root systems.
- I have concerns about genetic diversity <u>within</u> selected species. This concerns me because of issues that relate to diseases and pests.
- Identify a dollar figure for the benefits of a healthy urban forest to the City, and use that to promote the allocation of more funds for staff and management of the urban forest as a resource or asset. Get the funding to make it work.
- New subdivisions must be made tree-friendly. Current practices (heavy compaction of soil) preclude the establishment of trees. Criteria need to be revised for new subdivisions minimize compaction and diversion of run-off.
- Should try to plant native trees
- A good start would be to study the program in force in the City of Richmond Hill
- Trees as infrastructure

F. Landscape and Connectivity Recommendations

Recommendation	C ur re nt Pr io ri ty	Agree / Disagr ee	Suggestions How Recommendation Could Be Improved
25. Once a municipal tree inventory has been undertaken, the City should conduct a study (using GIS) to identify opportunities for reforestation within the City's urban matrix, and work with the County of Wellington and the GRCA to support linkages to natural areas extending outside the City.	3 (1) (1) (2)	9 Agree	 TFG/Rotary/Aspect of community building Corridors need to be considered ASAP to set "reforestation" priorities. Brownfields are an ideal area for forestation walking trail Needs to be the goal and central "2" at least - since inventory is starting, let's start this too. Wellington Society for the Country side Higher priority. Don't just identify opportunities but do reforestation (perhaps this is what was meant) Some reforestation can be done before inventory is complete

OTHER COMMENTS:

- Overall need to think about trees in higher density housing environment proposed by Places to Grow. Big trees probably in opposition to this.
- Over focus on existing management (maintaining street trees) as opposed to new development areas and opportunities to increase coverage.
- Where is possible enforcement
- Need to consider other by-laws soil retention on new land developments that support healthy trees!
- Let's fight the hardscaping-your-city-lot fad! Promote climbers where there is no space for big trees.
- Need separate parks department with funding to maintain and plant
- Put some serious teeth in any tree protection by-laws or construction sites, otherwise they will only be another cost of doing business for contractors
- Over focus on existing management (maintaining street trees) as opposed to new development areas and opportunities to increase coverage. Where is possible enforcement
- Key gaps -1) all recommendations require cost projections
- 2) need discussion of contradiction(s) with other policies/example density requirements
- Don't reinvent the wheel all kinds of information out there on this subject, other municipalities, Ontario Shade Tree Council, International Society of Arboriculture, Toronto was one of the first in Ontario to adopt an Urban Forest Plan!

Please summarize in the section below:

4. The most common points/themes:

- Agree or Disagree
- Get started with strategy and implementation immediately
- Emphasize green infrastructure importance
- Need to stop talking and <u>start</u> implementing
- SUFM plan should do a better job of protecting existing trees when developments are approved – not just "replace" them
- Staffing needs to be adequate and funded
- Stated goals must include diversity
- Stated goals must include diversity
- General support for tree protection
- Problem is that real issue is one of reasonable management
- Need for additional definitions proper pruning for example
- Need to link forestry versus other vegetation
- Tax benefit or cost coverage or sharing for trees on private property
- New development needs to require more and bigger trees
- Link trees to soil requirements
- Urban forest versus actual forest issue is one of ______ need to understand if urban forest has ______
- We need a By-law NOW
- We need to hire an arborist or certified forester
- We need to begin reforestation NOW to increase our urban forest canopy from its 25% to at least 40%

5. Key gaps within the existing recommendations:

- What is risk management?
- Land management component
- Importance of land management to tree health i.e. permeable surfaces
- Associated costs
- No gaps
- Trees should be managed by Parks Department
- Guidelines of tree management with consequences, firm, sufficient
- Some focus on planting an understory
- Source of stock local seeds, local tree nursery
- How fight bulldozing developers?
- Should plan be expanded to include or reference green spaces (grassed parkland areas)?
- Clarify direct vs. Indirect management
- Assessment should include private trees
- By-laws for front yards should include tree planting clause? Not just percentages for driveways and landscaping
- Be more specific with regard to landscaping certain % of hardscape allowed and certain % of softscape (with certain number of trees required).
- Importance of land management to tree health, i.e. permeable surfaces.
- No priority yet on planting for food bring in permaculture principles get more benefits besides those mentioned in the Framework
- Need a citizen involvement program to promote and plant new trees on private lots educate homeowners about their value and care needs. This might come in after inventory is well underway
- Tree policies need to be integrated with urban agriculture goals. This will be higher priority in the not-too-distant future and so needs planning now
- Divergent opinions on tree protection versus legal liability. Not clear how ISA standards are actually being applied
- No mention of succession planting and selective (versus swath) tree removal in order to preserve the canopy
- Land management
- Cost for each recommendation
- Coverage as sole measurement of good forestry needs to be revisited.
- Same as above plus recommendation that Guelph needs an independent urban forestry

- department
- New development needs to require more & bigger trees
- Link trees to soil requirements
- Urban forest vs. cultural forest issue is one of understory/security need to understand if urban forest has understory. Preservation Park vs. Exhibition Park
- Need to link between cost and benefit i.e. cost = benefit on individual or household basis
- Address issue/definition of invasive species
- Does management of forests = unnatural
- Forest shade effects on other vegetation
- Lack of soil/water protection necessary for forest growth
- Lack of differentiation of public versus private

6. Top Five Priorities:

- Ad Hoc committee of 8 to choose an urban forest management advisory committee
- If this is important enough to put millions into, people will be willing to form ad hoc committee and carefully select advisory committee to sit for three year term. Nobody on council or from City Hall but broad spectrum five member board can be formed.
- Can you tell us how much twenty years worth of policies/planning have cost taxpayers so far and still no action after twenty years.
- Need to clearly state that Guelph plans to manage trees as a "green infrastructure" on par with roads, sewers, etc.
- Implement "tree friendly" zoning
- Priority on using native species and species appropriate to placement
- I like the suggestion on shade structures for playgrounds plant grapevines and kiwi to grow over them.
- Preservation Park vs. Exhibition Park
- Need balance between hardscaping and landscaping
- Inventory must be #1 have to know what you've got
- Same as # 1 and 2
- Inventory of trees should begin as soon as possible
- Native trees on all City properties not just native to Canada or Ontario but those native to Guelph
- Proactive tree maintenance
- Forestry department Mississauga is a great example

Group Reporting Back Form

Group Notes

- Tree Bv-law
 - Enforcement
 - Update and review
- #22 City wide assessment of risk to include private property
- #19 Specifications for tree maintenance
- Native trees to area
- Department for maintenance needs to be identified
- Need for green infrastructure
- Holistic approach
- Education
- Distinction between maintenance of areas
- Diversity of species
- Participation to happen on an ongoing basis
- Hazard trees higher priority with engagement with citizens

- Need for a plan
- Green infrastructure needs to be identified at all levels
- Communication and processes
- web based communication needs
- General support for tree protection
- Protection must be reasonable management
- Definitions required, i.e. proper pruning
- Structure
- Preservation Park vs. Exhibition Park
- Gaps land management
- · Costs associated with recommendations
- Measure of coverage
- Structure
- Goal for diversity
- Set started with strategy
- Gaps No gaps
- Managed by Parks
- Guidelines with consequences/By-laws
- Protect trees
- Source of stock needs to be native
- Priorities
 - o Ad hoc committee to select a n advisory committee
 - Cost of policies and planning
- FMP needs to protect existing and maintaining new plantings
- Staffing needs to be adequate
- No priority for planting for food needs
- Need for citizen planting group
- Educate homeowners
- Programming
- Food production within the City is important
- Planting of native species
- Caring for fruit bearing trees
- Invasive species
- Shade policy
 - Structures within parks
- Understory planting
- Money spent on SUMFP

SUFM Other Comments

Direct management/indirect management
Large tree canopy - size/# residential/downside(if high %)
Plantable spaces
Proper pruning - purpose priority
Tree protection by-laws/pruning/healthcare
Public/private resource (asset)
Gardeners/landscapers/foresters/balance
Residential costs - pruning/manage/removal/replacement
Review old site plans

Additional Comments Received

I feel very strongly that many of Guelph's trees have been cut and the canopy reduced without the expertise, focus and accountability of the value and natural capital that trees give.

Natural Capital names the value trees give. The benefits of trees are becoming critical. Delivering and ensuring this is done in practice needs a dedicated forester and a commitment to support this.

Citizens of Guelph in consultation with expert foresters, have invested and created a comprehensive view on the state of Guelph's trees. They are an excellent, informed resource.

- 1. We need an interim protective tree by-law now and a permanent by-law as a first priority of the Urban Forest Management Plan.
- 2. We need comprehensive standards for tree preservation in the city that protect existing trees, and maximize the growth and lifespan potential for all trees.
- 3. We need an independent urban forestry department, headed by a certified forester and supported by a public advisory committee.
- 4. We need an inventory of the trees in Guelph so we can evaluate the success of maintaining the health, diversity and canopy of the urban forest.

After the public meeting held April 29, 2009, I realized that there was one component of the group discussion which was not adequately addressed by me in the summary presented as part of that meeting. The current treed areas within the City of Guelph have different characteristics and this was alluded to by reference to Preservation Park as opposed to Exhibition Park. What was not made clear was that these different park environments would have different risks associated with them. For example, personal security as well as risk of fire may be different due to the different characteristics of the understory within any particular park. Therefore, decisions about the design and management components related to the trees and understory within these public areas need to be related to findings provided by the police and fire departments. For example, does the structure of a more "natural" urban woodlot result in a different frequency and kind of criminal and/or nuisance activities? Additionally, does the sociological and/or psychological literature suggest that those living near and/or using woodlots have more or less fear as a result of the characteristics of those different wooded areas and does this fear result in behaviours that will negatively affect the objectives associated with the management plan?

I wish to submit my comments about the Urban Forest Management Plan. I have some concerns about the process as some of the opinions that were expressed in the breakout groups during the public meeting did not get recorded. I fear that we are moving away from an urban forest 'vision' and towards a tree management policy only. Below are a few of my comments and concerns however I feel the process needs to be more inclusive of public opinion.

- City staff who sat in with the groups should have been present as information/resource people only and not to dominate the discussion.
- What is the difference between a naturalized area a recreational area? Who made this distinction and the management criteria for each area?
- There seemed to be a huge concern on the part of some staff with liability around trees and public safety. If this is truly an issue then perhaps staff should actually speak to this rather than force it in through the public process.
- I am also concerned about the tree management activities that are taking place while this plan is in the process of being developed and that they may undermine opportunities for change. Some of the management activities that have occurred in the past year have created new problems that now must be dealt with, just one example: pruning the lower branches of coniferous trees now means weeds grow under them and will have to be cut back on a regular basis. This means increased stress on tree trunks and roots and additional cost to the city.
- I would like to see a forester on staff or somebody who has a greater understanding of the overall functioning of trees in the ecosystem. I feel this is missing in the city management plan as too much emphasis is being placed on safety issues that may not be that urgent.

I would like to comment on one area of the plan I think is very important.

In the past when dealing with staff on tree issues I felt it was the public's idea of what we wanted for the urban forest versus the staff"s vision.

I think we need to have a plan with a clear understanding of the public wants -as it is their property. The problem is that policy comes from one or two people on staff who have their vision, but is not necessarily what the public wants.

In the next stage we need to all sit together and work out a plan that we all more or less agree on. But they must be clear easy to follow rules or guidelines.

This will be better for all and lead to less confrontation and stress.

I am happy to see the city move forward with such an important initiative, and apart from some minor tweaking of timelines and priorities (which were commented on in our group submission), I wholeheartedly support this plan.

What struck me as most important were the introductory comments by the consultant; the Urban Forest was described as green infrastructure that should be considered equally as important as for example sewers or roads.

Concern was voiced at the evening's meeting that historically the problem was in the effective (or lack of) implementation of agreed upon city strategies. I fear the same fate will befall this tree management plan unless council emphatically indicates that urban tree management is a vital component of the city's infrastructure. Council can do this by creating a separate Urban Forestry department complete with an individual with appropriate accreditation to manage and oversee all initiatives relating to city trees.

The days of having departments and individuals responsible for the management of our green spaces hidden within the operations department should be long over. Council needs to make the budgetary commitments necessary to rectify this restructuring error made by the previous council. Unless this is done, I fear the Urban Forest Management Plan will never live up to its true potential.

The SUFMP should include provision to create a permanent staff position of City Arborist. Active biodiversification and re-introduction of native species should be a top priority of the plan. Community input and participation is vitally important and must be fostered through the SUFMP. Setting specific goals around increasing the canopy of the city should be a priority, as well as a means of monitoring the progress of these goals.

I would like to thank Suzanne Young and all those involved in organizing the April 29, 2009 workshop regarding the Strategic Urban Forest Management Plan. I was disappointed however, that the recommendations made by GUFF in its presentation to the Community Development and Services Committee on March 30 were not included in the Participant Workbook. These recommendations included the following: 1) Guelph needs a tree protection by-law now, 2) Guelph needs an independent urban forestry department, and 3) Guelph needs to hire an arborist or a certified forester.

It would also have been useful to include the relevant policies and definitions from the 2005 Provincial Policy Statement (ISBN 0-7794-7484-8) The definition of woodlands and significant woodland are especially important. 2.1.4c states that "Development and site alteration shall not be permitted in significant woodlands..."

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA DATE

Community Design and Development Services

July 20, 2009

SUBJECT Guelph Natural Heritage Strategy Phase 2 Terrestrial

Inventory & Natural Heritage System

(March 2009)

MOE Environmental Bill of Rights Review Response

Paris Galt Moraine

(April 2009)

Analysis of Growing the Greenbelt

REPORT NUMBER 09-40

RECOMMENDATION

"That the Community Design and Development Services Report 09-40 regarding the Natural Heritage Strategy, dated July 20, 2009, **be Received**;

And that, staff be directed to apply the criteria developed through the Natural Heritage Strategy Phase 2 Report - Terrestrial Inventory & Natural Heritage System prepared by Dougan and Associates, dated March 2009 and summarized in **Attachment 2**, as the basis for identifying the Natural Heritage System and policies to be incorporated into the Official Plan Update;

And that, staff be directed to address the protection of significant portions of the Paris/Galt Moraine through the Natural Heritage System and policies to be incorporated into the Official Plan Update."

TABLE OF CONTENTS

EXECU	UTIVE SUMMARY	4	
BACK(1. 2. 3.	GROUND Revised Draft 2 Guelph Natural Heritage Strategy (July 2008) Consultation Response to the Draft 2 Guelph Natural Heritage Strategy (July 2008) Final Phase 2 Guelph Natural Heritage Strategy (March 2009)	6 6 7 7	
REPOR	RT	9	
1. 2.	<u>Differences between the July 2008 Draft Natural Heritage Strategy and the March 2009 Recommended Natural Heritage Strategy</u> The Policy Basis for the Recommended Natural Heritage Systems Phase 2	9	
<u> </u>	(March 2009)	13	
	Criteria 1-6 and 8 - Significant Natural Heritage Features and Areas	13	
	Criteria 9 and 10 - Supportive Ecological Functions and Wildlife Crossings	13	
	Criterion 7 – Significant Landform Associated with the Paris/Galt Moraine	14	
3.	Draft Policy Direction for the Recommended Natural Heritage System	15	
4.	Protection of the Paris/Galt Moraine through "Growing the Greenbelt" vs. Existing Legislation and the Provincial Policy Statement	16	
	4.1 Environmental Bill of Rights Request for Protection of the Paris/Galt	1.0	
	Moraines 1.2 Functions of Marsines	16	
	4.2 Functions of Moraines	17	
	4.3 Applicability of Policies of the PPS	18	
	4.4 The Analysis of Expanding the Greenbelt Plan within the City of Gue		
	4. F. Doos the Protected Country side Designation provide	19	
	4.5 Does the Protected Countryside Designation provide Adequate Protection?	26	
	4.6 Conclusion	31	
<u>5.</u>	Transition Policies	31	
<u>J.</u>	Transition Folicies	31	
CORPO	ORATE STRATEGIC PLAN	32	
FINANCIAL IMPLICATIONS			
DEPARTMENTAL CONSULTATION			
COMMUNICATIONS			
List of Attachments			

EXECUTIVE SUMMARY

The purpose of this report is:

- 1. To provide Council with an update on the Natural Heritage Strategy and recommend that the criteria developed through the Natural Heritage Strategy Phase 2 Report (March 2009), form the basis for the Natural Heritage System and policies to be incorporated into the Official Plan update.
 - The Guelph Natural Heritage Strategy Phase 2 Terrestrial Inventory & Natural Heritage System (March 2009) has been circulated under separate cover and is available on the City's web site <u>guelph.ca</u> under "Natural Heritage Strategy".
- 2. Update the Council on the results of the Environmental Bill of Rights Review (Review) of whether there is a need for new provincial policy or legislation to protect the Paris/Galt Moraine.

The Review concluded that:

- a) New Provincial policy or legislation is not required to protect the moraine and that protection of the groundwater recharge is required by existing provincial policy including the Clean Water Act, the *Planning Act* and Provincial Policy Statement, *Greenbelt Act* and is augmented by the *Ontario Water Resources Act*.
- b) That a guidance document be prepared by the Province to assist municipalities in the interpretation of existing legislation and policy.
- 3. To provide a recommendation to the Council that the Paris/Galt Moraine should be protected within the City through the Natural Heritage System and the application of the PPS under the *Planning Act* through the Official Plan Update, rather than by "Growing the Greenbelt".

The analysis of the criteria for "Growing the Greenbelt" is addressed under Part 4.4 of this report and concludes that:

- a) That are two possible methods for potentially identifying a functional relationship between the Greenbelt Plan and the City of Guelph, namely through:
 - ◆ The Water Resource System; and
 - ◆ The Natural Heritage System.
- b) To address a functional relationship on the basis of the Water Resource System at the same provincial scale, as was done for the identification of the Protected Countryside of the Greenbelt Plan, would involve the inclusion of significant portions of the Hanlon Creek and the Mill Creek subwatersheds in the Greenbelt Plan. This approach would include the moraine in Guelph, generally below Clair Rd., and would require the support of the County of

Wellington and Puslinch Township (See Map 2). This approach would conflict with the Growth Plan and the City's Growth Management Strategy and is not recommended.

- c) To apply the functional relationship with the Greenbelt Plan on the basis of the Natural Heritage System, the Natural Heritage System would first need to be approved through the current Official Plan Update before the Minister would entertain any expansion; and second, this approach would also require the support of the County of Wellington and Puslinch Township to provide connectivity between the City and the Greenbelt Plan. (See Map 3 and 3A)
- d) The Protected Countryside permitted uses policies of the Greenbelt Plan would be more permissive than the potential protection afforded under the PPS with respect to certain uses, e.g., aggregate extraction and agriculture is permitted within the Natural Heritage System of the Greenbelt Plan.
- e) Only the Minister (MMAH) can initiate an amendment to the Greenbelt Plan (Part 5.7 of the Greenbelt Plan).
- f) Through the 10 Year Review of the Plan, the Minister will only consider modifications to expand the urban boundary into any portion of the Greenbelt Plan (Protected Countryside and or Natural Heritage System) if the upper or single tier municipality provides a comprehensive justification or growth management study (Part 5.6 of the Greenbelt Plan).
- g) Private proponents and/or municipalities cannot initiate an amendment to the Greenbelt Plan.
- h) The provincial Cabinet makes the final decision on all amendment to the Greenbelt Plan (Section 11 and 12 of the Greenbelt Act).
- i) It is recommended that the City address the protection of the Paris Galt Moraine through the Natural Heritage System and the Planning Act and the PPS.

BACKGROUND

The Natural Heritage Strategy commenced in 2004 and has been the subject of a lengthy public engagement process. The detailed background of this process is outlined in the attached staff Report 08-97 dated September 5, 2008. (**Attachment 1**)

On September 5, 2008, the Community Development and Environmental Services Committee received the Revised Draft Phase 2 Natural Heritage Strategy - Terrestrial Inventory & Natural Heritage System update (July 2008) and directed staff to circulate the document for public and stakeholder input before finalization of the Phase 2 Report.

Phase 2 is the second of a three phase process. The third and final phase involves the development of the Natural Heritage System mapping and policy for incorporation into the Official Plan Update.

1. Revised Draft 2 Guelph Natural Heritage Strategy (July 2008) Consultation

In accordance with the direction of the Committee, staff undertook a consultation process in the fall of 2008 that included:

- circulation of the Revised Draft Phase 2 Report to City departments and public agencies;
- meetings with the City's Technical Advisory Committee made up of key departments, e.g., Operations, Environmental Services, Engineering and Development and Parks Planning;
- a public meeting;
- a stakeholder meeting, for which individual mail notice was provided to all landowners affected by the draft Phase 2 recommended Natural Heritage System;
- review and feedback from the City's Environmental Advisory Committee;
- a roundtable meeting with key municipal, ministry agencies and City departments.

Both the Stakeholder and the Public Meeting were well attended by approximately 60-70 people.

Following the public and stakeholder meetings held in fall 2008, staff met on an individual basis with numerous landowners and their representatives. In addition, over 60 written submissions were received by the City.

There were also additional meetings with City staff in order to ensure that existing approvals were appropriately reflected in the mapping.

Commitment was given that additional consultation would take place with respect to draft policies once the comments had been evaluated and the mapping refined.

2. Response to the Draft 2 Guelph Natural Heritage Strategy (July 2008)

The responses received with respect to the Draft Phase 2 Report are summarized below.

- 1. The mapping should be accompanied by policies in order to understand the implications of the recommended Natural Heritage System.
- 2. What compensation, if any, will be provided for lands within the Natural Heritage System?
- 3. Need for more refined Ecological Land Classification on specific sites.
- 4. Need for the identification of restoration areas.
- 5. Criticism of the use of primary and secondary criteria.
- 6. Significant woodlands should not include cultural woodlands.
- 7. Objection to plantations being excluded from significant woodlands and the support for including cultural woodlands.
- 8. Criticism of the Landform Conservation criteria and its association with locally significant species.
- 9. List of locally significant wildlife species (and related habitat) was too diverse and included common species.
- 10. Mapping refinements were necessary to reflect existing conditions and or approvals.
- 11. Some wildlife crossings and linkages were overlooked.
- 12. City and Grand River Conservation Authority lands were not adequately considered (e.g., restoration area opportunities).

3. Final Phase 2 Guelph Natural Heritage Strategy (March 2009)

Upon consideration of the comments received in the fall of 2008, the Natural Heritage Strategy criteria and mapping have been refined and draft policy direction has been prepared. The revised mapping criteria to define the Natural Heritage System and draft policy direction is attached under **Attachment 2** and have been the subject of a second round of consultation in February through to April 2009. The Final Phase 2 Natural Heritage Strategy Report (March 2009) has been provided under separate cover and is posted on the City's web site and is available to the public at the Community Design and Development Services, 3rd Floor, City Hall.

The Recommended Natural Heritage System is attached under Map 1.

The revised criteria, mapping and draft policy direction were the subject of review and consultation that included:

- Internal City staff and external experts;
- the Technical Steering Committee;
- the City's Ecological Advisory Committee and River Systems Advisory Committee:
- two Public Forums held on March 24 & 25, 2009;
- A Roundtable Meeting with key municipal, ministry, agencies and City

departments.

The two Public Forums were well attended with approximately 60-65 people each night.

The comments received in response to the March 2009 NHS to date are summarized in **Attachment 3.**

The most contentious criteria are the Significant Landform, the Cultural Woodlands and Significant Wildlife criteria.

These are discussed in detail under Appendix 3.

The March 2009, Phase 2 Report has been finalized and provided to the City. Any refinements to the criteria, mapping and policies will need to be addressed through the Official Plan Update.

REPORT

1. Differences between the July 2008 Draft Natural Heritage Strategy and the March 2009 Recommended Natural Heritage Strategy

The following summarizes the differences between the July 2008 Draft Natural Heritage Strategy and the Final Phase 2 Report (March 2009) and outlines the general policy direction.

- 1. Secondary criteria are no longer included. All the criteria, including the significant landform criterion associated with the Paris/Galt moraine, are primary criteria and are more specifically aligned with the significant natural heritage features and areas and the surface and groundwater features addressed by the Provincial Policy Statement (PPS).
- 2. Significant Wildlife Habitat now includes ecological linkages in order to ensure that connectivity and linkages are recognized as an integral part of wildlife habitat in accordance with Section 2.1.2 of the PPS.
- 3. Minimum buffers have been established and have been incorporated into the mapping of the Natural Heritage System. The minimum buffers have been based upon typical minimum buffers achieved in the City and/or applied by other jurisdictions and are considered reasonable and defensible. It should be noted that the establishment of minimum buffers do not preclude the need to undertake an Environmental Impact Study within the adjacent¹ lands to significant natural heritage features. Through the Environmental Impact Study (EIS) process, the adequacy of the buffers will be assessed and may be increased, but not decreased.
- 4. Cultural Woodlands² greater than 1 ha are included under Significant Woodlands, however, it is proposed that development and site alteration may be permitted within cultural woodlands provided it is demonstrated through an EIS or Environmental Assessment that there will be no negative impact on the ecological functions, a tree preservation plan is prepared to protect native trees in good condition and provided a tree inventory has been completed and trees are replaced on the property or elsewhere within the City at a suitable ratio. A number of policy provisions are under consideration. These include replacement based upon a ratio (e.g., Ratio of 1:3 for every tree removed, three (3) trees will need to be replaced) or on the basis of replacement of the basal area and/or crown area. A more flexible approach has been applied to cultural woodlands

Page 9 of 58

¹ Adjacent lands are typically 120 m from provincially significant wetlands, and 50m from all other natural heritage features and areas identified under Section 2.2 of the Provincial Policy Statement as identified in the Natural Heritage Reference Manual.

² Cultural woodlands are defined as lands that have reforested naturally with tree cover between 35% and 60% and contain naturalized groundcover.

greater than 1 ha on the basis that it has been recognized that cultural communities often have higher proportions of non-native and invasive species, particularly in situations where they are isolated, and therefore may not have much ecological significance.³

5. In the Draft Phase 2 Natural Heritage Strategy (July 2008) the significant landform criteria related to the Paris/Galt Moraine was a secondary criteria and defined on the basis of 15 % slope concentrations. Only those portions of the Paris/Galt Moraine that also met other secondary criteria were defined for protection. In the final Phase 2 report, the criteria is as a stand alone criterion and was defined on the basis of 20 % rather than 15 % slope concentrations in association with closed kettle depressions and the identified natural heritage features (e.g., woodlands and wetlands).

In addition to the comments received, a number of events influenced a refined approach. These are addressed below:

"Growing the Greenbelt"

In August 2008, the Ministry of Municipal Affairs released the criteria for "Growing the Greenbelt."

On October 10, 2008, the Community Development and Environmental Services Committee (CDES) passed the following resolution:

"That the matter of "Growing the Greenbelt" be referred to staff for consideration in the development of the Local Growth Management Strategy and the Natural Heritage Strategy."

In view of this direction regarding "Growing the Greenbelt", coupled with the provisions of the PPS to consider the natural heritage features and areas in conjunction with the surface and ground water resources cited below, the Significant Landform criterion was refined as a primary criterion. The criterion aims to identify the most significant portions of the Paris/Galt Moraine for protection.

It is important to note that landform consideration and protection is a key component identified in the Natural Heritage Reference Manual (OMNR 1999) as well as in the draft revised Natural Heritage Reference Manual released on May 28, 2009, as a feature to be applied in the identification of natural heritage systems. In the Final Natural Heritage Strategy Phase 2 Report, Dougan and Associates identify the Paris/Galt moraine landforms as contributing to a number of services including:

"contributing to surface and groundwater resources, providing wildlife habitat, providing important linkages, and contributing to biodiversity and aesthetic values in the landscape" 4.

Page 10 of 58

³ Dougan and Associates, Page 57.

⁴ Dougan and Associates et al, City of Guelph Natural Heritage Strategy Phase 2: Terrestrial Inventory & Natural Heritage System, Vol. 1, (March 2009) page 59.

The application of 20 % slope concentrations, in association with closed kettle depressions and other natural heritage features provides a more continuous system approach and identifies the most topographically significant portions of the moraine for protection.

This criterion recognizes the linkage between and among natural heritage features and areas, and surface and groundwater features in accordance with Section 2.1.2 and 2.2.1 of the Provincial Policy Statement.⁵ It aims to recognize that in addition to the protection of the landform as part of the Natural Heritage System, the PPS (Section 2.2.2) requires that development and site alteration shall be restricted in or near sensitive surface water features and sensitive groundwater features such that these features and their related hydrologic functions will be protected, improved or restored. This ensures that these features and their related hydrological functions will be protected, improved or restored.

The slope concentration approach has been adapted from the approach applied in the Oak Ridges Moraine as described under Section 2 b) below. It has had the benefit of input from several hydrologists and is regarded as a reasonable approach to define significant landforms in association with surface and groundwater functions in accordance with the above cited provisions of the PPS, and in the absence of detailed hydrogeological data.

The protection of significant portions of the moraine through the application of this criteria would not preclude the need for detailed hydrological/stormwater management assessments on the developable portions of the lands in order to ensure that surface and ground water resources will be protected, improved or restored in accordance with the provisions of the PPS.

6. Naturalization/restoration areas have been identified for inclusion in the Natural Heritage System. These areas are primarily owned by the City and or the Grand

2.2.1 Planning authorities shall protect, improve or restore the quality and quantity of water by:
c) identifying surface water features, groundwater features, hydrological functions and natural heritage features and areas which are necessary for the ecological and hydrological integrity of the watershed;
d) implementing necessary restrictions on development and site alteration to protect, improve or restore vulnerable surface and ground water, sensitive surface water features, and sensitive ground water features

and their hydrological functions; d) maintaining linkages and related functions among surface water features, ground water features, hydrological functions and natural heritage features and areas.

Vulnerable: means surface and groundwater that can be easily changed or impacted by activities or events, either by virtue of their vicinity to such activities or events or by permissive pathways between such activities and the surface and/or groundwater.

Sensitive: means in regard to surface water and groundwater features, means areas that are particularly, susceptible to impacts from activities or events including, but not limited to water withdrawals, and additions of pollutants.

⁵ 2.1.2 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.

River Conservation Authority and may include valley or flood plain lands and City parks intended for passive uses. Within identified City parks naturalization areas will be defined through Park Master planning. The portion of the Eastview Pollinator Park, which is proposed for pollinator habitat, is also identified as a restoration area. Storm water management lands owned by the City, located in close proximity to identified significant natural areas, or where they function as linkages have also been included. These areas provide excellent opportunity for naturalization and thereby will add diversity and connectivity to the landscape. On private land, there are a few pockets of unclassified areas included in restorations areas that are completely surrounded by significant lands identified as part of the Natural Heritage System.

7. The wildlife crossings have been revised based on additional public input and are symbolically identified on the Recommended Natural Heritage System mapping. Their identification "flags" where mitigation/intervention is warranted to ensure safe crossing of public roads by wildlife and driver safety.

The draft policies will clearly establish where development is prohibited in accordance with the PPS and thereby define the developable area within the greenfield area in accordance with the provisions of the Growth Plan.

The Growth Plan minimum density target of 50 persons and jobs/ha apply only to the developable area outside identified natural heritage features and areas where development is prohibited.⁶

The application of the Natural Heritage System, recommended through the Final Phase 2 Report provides approximately 1300 ha of developable area in the greenfield area. In accordance with the Growth Plan density target of 50 persons and jobs per ha, the greenfield area would accommodate a total of 65,000 persons and jobs. It is anticipated that not all the natural heritage system will be able to "netted out" of the developable area and therefore the number of persons and jobs to be accommodated in the greenfield would likely have to be closer to 75,000.

As indicated in the Phase IV – Implications Analysis of the City of Guelph's Local Growth Management Strategy (Report Number 08-122) received by Council on May 4, 2008, the population and employment forecast of an additional 54,000 persons and 32,400 jobs will be accommodated in both the built-up area and the Greenfield area. The Built-up area has been estimated to accommodate an approximate additional 18,500 residential units. Based on this analysis, there is more than sufficient land within the City to accommodate the forecasted growth.

2. The Policy Basis for the Recommended Natural Heritage Systems Phase 2 (March 2009)

_

⁶ The Greenbelt Plan calculates the developable area of the Greenfield as the area remaining after removing the natural heritage features where development is prohibited by the PPS, e.g., woodlands, wetlands, valleylands, wildlife habitat, areas of natural and scientific interest, habitat of endangered species and threatened species and fish habitat.

The Natural Heritage System recommended in the Final Phase 2 Natural Heritage Strategy is based on the ten (10) criteria outlined in **Attachment 2**. These are addressed below:

Criteria 1-6 and 8 - Significant Natural Heritage Features and Areas

Criteria 1 through 6 and Criterion 8, cited below, are based on the provisions of Sections 2.1.3, 2.1.4, 2.1.5 and 2.1.6 of the PPS which restricts development and site alteration within and adjacent to the following natural heritage features:

- 1. Areas of Natural and Scientific Interest
- 2. Habitat of Provincially Threatened and Endangered Species
- 3. Significant Wetlands
- 4. Surface Water and Fisheries Resources
- 5. Significant Woodlands
- 6. Significant Valleylands, and
- 8. Significant Wildlife Habitat.

<u>Criteria 9 and 10 - Supportive Ecological Functions and Wildlife Crossings</u>

The Supportive Ecological Functions and Wildlife Crossing criteria identify linkages in the landscape and areas where wildlife is known to cross roads. These criteria aim to maintain, restore and enhance linkages between the natural heritage features and areas and implement Section 2.1.2 of the PPS. Protection of linkages also aims to maintain, restore and, where possible, improve diversity and connectivity of natural features, the long term ecological function and biodiversity and recognizes linkages between and among natural heritage features and areas, surface water features and ground water features.

<u>Criterion 7 - Significant Landform Associated with the Paris/Galt Moraine</u>

Criterion 7, Significant Landform, as discussed above, is based upon Sections 2.1.2, 2.2.1 and 2.2.2 of the PPS and identifies for protection, the most significant portions of the Paris/Galt Moraine within the City.

As outlined in the Natural Heritage Strategy, Phase 2 Report on Pages 59-62, the protection of landform conservation has been recognized through Provincial policy for sometime. The precedents set under the Niagara Escarpment Plan and the Oak Ridges Moraine Plan are briefly described below.

a) Niagara Escarpment Plan (1985)

In 1973 the *Niagara Escarpment Planning and Development Act* provided for the development of a Provincial Plan "to provide for the maintenance of the Niagara Escarpment and lands in its vicinity substantially as a continuous natural

environment ..." (Part 2 of the *Niagara Escarpment Planning and Development Act*). The Escarpment slopes are identified predominantly for protection. Development may be permitted on existing lots of record or lots created in accordance with the Plan, (e.g. recreation of the original township lot) subject to satisfying the Development Criteria of the Plan. The Niagara Escarpment Plan has been in effect for almost 25 years.

b) Oak Ridges Moraine Plan (2002)

The Oak Ridges Moraine Conservation Plan protects a significant portion of southern Ontario through the Natural Core and Natural Linkages designations. Both designations, among other objectives, aim to maintain natural heritage features and connectivity, maintain quality and quantity of groundwater and surface water, and protect landform features. Within these designations, uses are generally restricted to passive recreational uses (non motorized trails, nature appreciation and un-serviced camping on public and institutional lands), existing uses and home businesses.

Within the Countryside Area designation agriculture and other rural uses such as, mineral aggregate extraction and major recreational uses, including golf courses are permitted.

The Oak Ridges Moraine Plan further identifies Landform Conservation Areas as an overlay constraint to the above basic designations.

The Landform Conservation Areas overlays are defined on the basis of slope concentrations under two categories:

Category 1

- lands where 50% or more of the land surface exhibit slopes of 10% or greater;
- lands where there are distinct landform features such as kames, kettles and ravines; and/or
- land with a high diversity of land slope classes.

Category 2

- lands were 20-50 % of the land surface exhibit 10 % slopes;
- exhibits distinctive landform features such as kames, kettles and ravines; and /or
- land with a high diversity of land slope classes.⁷

Under Category 1, uses are required to maintain landform features such as "steep slopes, kames and kettles in their natural undisturbed form." In addition, development and site alteration are limited to 25 % of the total area of the property, with no more than 15 % impervious.

In Category 2 areas, the net developable area is limited to 50 % of the site, with no more than 20 % impervious.

_

⁷ Oak Ridges Moraine Conservation Plan Technical Paper Series 4 – Landform Conservation

Both Provincial plans exhibit a landform based approach for protection and make up the majority of the Greenbelt Plan.

3. Draft Policy Direction for the Recommended Natural Heritage System

Recommended buffers and draft policy direction for each of the Natural Heritage System criteria are outlined in **Attachment 2.** The draft policy direction was presented as part of the public engagement process.

Within the recommended Natural Heritage System and their buffers, the following uses are proposed to be permitted: flood and erosion control, wildlife habitat conservation / restoration/management, passive recreation (e.g., trails and interpretive signs).

Development and site alternations will be prohibited within most categories. However, development may be permitted, subject to site specific Environmental Impact Studies (EIS) and were applicable Environmental Assessments within:

- other wetlands not located within closed depressions (3d)
- cultural woodlands (5c)
- habitat of globally, nationally and provincially significant species and (8e)
- habitats of locally significant wildlife species (8f).

Essential transportation and linear utilities are proposed to be permitted within Significant Landforms, Ecological Linkages and Surface Water Resources in order to ensure essential road and servicing connectivity can be achieved.

It should be noted that the proposed permitted uses will vary within each criterion.

The draft policy direction as contained in **Attachment 2** is provided for information. The draft policy direction was provided during the Phase 2 public engagement process in early 2009 to assist the public in understanding the possible permitted uses applicable to each criterion. The feedback from the public will inform the detailed policy development in Phase 3.

It is not intended that Council approve the policy direction at this time. The policies will be reviewed in conjunction with the comments received from the February – April 2009 public input and will be incorporated into the Official Plan Update.

In conclusion, it is recommended that the Natural Heritage Strategy Phase 2 Report (March 2009) form the basis for identifying the Natural Heritage System and policies for incorporation into the Official Plan Update.

4. Protection of the Paris/Galt Moraine through "Growing the Greenbelt" vs. Existing Legislation and the Provincial Policy Statement

This report also provides an analysis of whether significant portions of the Paris /Galt Moraine feature should be protected through "Growing the Greenbelt" or through the Planning Act and PPS provisions.

As previously cited, the Community Development and Environmental Services Committee directed staff to consider "Growing the Greenbelt" in conjunction with the development of the Local Growth Management Strategy and the Natural Heritage Strategy.

The background and staff analysis are addressed below.

4.1 Environmental Bill of Rights Request for Protection of the Paris/Galt Moraines

In the summer of 2007, Mayor Farbridge, on behalf of Council, and Elizabeth Sandals, MPP, requested, through the Environmental Bill of Rights, that there be a review of provincial policy and legislation to determine if there was adequate provincial policy to protect the Paris/Galt Moraines. On July 26, 2007 the Ministry of the Environment agreed to conduct a review. The results of the review were released on May 4, 2009. The EBR Review Response: Paris and Galt Moraines, April 2009, Ministry of the Environment can be viewed on the Ministry of the Environment web site at:

www.ene.gov.on.ca/en/water/moraines/EBRReviewWaterlooMoraine.

The Review concluded that:

- "new provincial policy or legislation is not required to protect the functions of the Paris and Galt moraines at this time;" and
- that the "protection of the groundwater recharge in the Upper Grand River Watershed and other watersheds located along the Paris and Galt moraines is required by existing provincial policies, such as the Clean Water Act, 2006, the Provincial Policy Statement, 2005, the Greenbelt Plan, and augmented by more general policies for protection of water quality and quantity such as the Ontario Water Resources Act.

However, the Ministry review recommended that a consultation process should be initiated to develop "guidance materials to assist in the implementation of existing policies protecting hydrologic functions" (e.g., policies in the PPS). The EBR Review (Review) indicates that the Ministry will establish a process with stakeholders to determine the extent and scope of the guidance required. This guidance document is to provide details, presumably comparable to the guidance documents produced by the Province to interpret the natural heritage policies of the PPS, e.g., Natural Heritage Reference Manual and Significant Wildlife Technical Guide.

It is anticipated that the consultation process and the development of a guidance document will take time to develop. At this time, no timeline has been provided by the Province. However, it is unlikely that it would be finalized in time to assist the

City in determining which parts of the Moraine should be identified for protection, either as part of the Official Plan Update or as part of "Growing the Greenbelt."

4.2 **Functions of Moraines**

In describing the function of moraines, the Review acknowledges the complex interrelationship between water resources and natural heritage features and functions. For example, the Review cites that moraines provide "groundwater recharge, discharge and storage functions, which result in water quality and quantity related benefits, such as:

- maintenance/improved water quantity and quality of drinking water and water for other water users;
- provision and protection of habitat;
- filtration of water (runoff/rainfall);
- maintenance of stream flows and wetland and resiliency during seasonal and long term droughts;
- decrease of storm flows and downstream flooding; and
- adaption to impacts of climate change."8

Applicability of Policies of the PPS 4.3

The Review concludes that the *Planning Act* and in particular the PPS provides clear policy direction to municipalities in the preparation of official plans to plan future land uses, including restricting where development and site alteration may occur. All planning decisions are required to be consistent with the PPS. The Ministry Review cites the provisions of Sections 2.1.2 (Natural Heritage) and 2.2 (Water) of the PPS (2005) as applicable, to the protection of the moraine as follows:

"The policies of the PPS, 2005 are designed to help maintain and restore the diversity and connectivity of natural features in an area and their ecological functions and biodiversity of natural heritage systems, recognizing linkages between and among natural heritage features and areas, surface water features and groundwater features... The water policies require the identification of surface and groundwater features and hydrologic functions necessary for the ecological and hydrological integrity of the watershed. These features include recharge, discharge, and storage areas. Vulnerable and sensitive ground and surface water features and their functions shall be protected, improved or restored through restrictions on development and site alteration."9

The recommended Natural Heritage Strategy has relied upon the above cited provision of the PPS to identify the most significant moraine features to be

⁸ Ministry of the Environment, EBR Review Response: Paris and Galt Moraine, April 2009, page 7.

⁹ Ibid., page 17

protected as part of the Natural Heritage System.

In addition, it should be noted that the detailed Appendix document prepared on behalf of the Ministry - Review of the State of Knowledge for the Waterloo and Paris/Galt Moraines concluded that:

- 1. new provincial legislation and policy is not required to protect the functions of the Paris and Galt moraines;
- 2. protection of groundwater recharge and source waters is required by the Provincial Policy Statement and the *Clean Water Act*;
- 3. the *Clean Water Act* is expected to address the concerns regarding drinking water;
- 4. recharge areas should be defined in areas where land use change is expected;
- 5. that there is general understanding of the groundwater function, as it relates to the streams and wetlands where sub watershed studies have been carried out, e.g., the Hanlon and Mill Creek sub watersheds within Guelph;
- 6. that detailed studies should be carried out at a smaller scale prior to development of these areas¹⁰;
- 7. the assessment and maintenance of ecological features would generally require an understanding of the recharge, groundwater flow and discharge flow paths¹¹ (presumably determined through the sub-watershed studies) and that this linkage should be characterized at an appropriate scale prior to planning.

The significant landform criteria of the Natural Heritage Strategy has relied upon the sub watershed studies which characterize the moraine "as relatively permeable and supporting high rates of recharge". This recharge function is identified as being particularly important to the maintenance of baseflow to the Hanlon and Mill Creeks. In addition, the Paris/Galt moraine within the City supports numerous provincially significant wetlands and cold water streams, which in turn support diverse ecosystems. The significant landform criteria has relied upon the PPS provisions cited above and identifies "the portions of the moraine where groundwater connectivity is most likely to be concentrated." This approach also captures the most dominant parts of the landform, as well as the areas of the moraine that best provide a linkage between surface and groundwater resources, the hummocky terrain, closed depressions and their association with adjacent wetlands and woodlands and related functions, e.g., wildlife corridors and linkages.

The hydrogeolgical studies prepared to date were reviewed. However, these studies have been carried out on a watershed basis and were determined to be too general to provide the level of detail at the City scale.

Therefore, the approach to identify significant part of the Paris/Galt moraine within

. .

¹⁰ Review of the State of Knowledge for the Waterloo and Paris/Galt Moraines, Feb 2009 Land and Water Policy Branch, Ministry of the Environment, Page 82

¹¹ Ibid, Page 83

¹² Natural Heritage Strategy Phase 2, Volume 1 Report, Dougan and Associates, March 2009, Page 61.

¹³ Ibid., Page 61.

¹⁴ Ibid., Page 61.

the City, aims to reflect the provisions of the PPS cited above and ensures a systems approach to identifying and protecting the most significant portions of the moraine.

As recommended by the Review, more detailed studies are intended to be required within the developable areas as part of development applications to ensure water quality and quantity is protected.

4.4 The Analysis of Expanding the Greenbelt Plan within the City of Guelph

In view of the findings of the MOE Review and the development of criteria by the province for "Growing the Greenbelt, the City's initial request to expand the Greenbelt Plan needs to be addressed. In the fall of 2007, Mayor Farbridge, on behalf of the City, made a request to the Ministry of Municipal Affairs and Housing that "portions of the City of Guelph be included in the Greenbelt to better protect the Galt –Paris Moraine" within the City of Guelph. See **Attachment 4**.

In August 2008 and in response to municipal interest, the Ministry of Municipal Affairs and Housing released criteria for "Growing the Greenbelt."

Requests to Grow the Greenbelt may be made to the Minister of Municipal Affairs and Housing and requires an amendment to the Greenbelt Plan. In making the request, the municipality is required to demonstrate how each of the criteria have been addressed and provide supporting documentation and maps. The Minister of Municipal Affairs and Housing, after considering the submissions provided from the municipality determines if the process to amend the Greenbelt Plan should be initiated. The final decision to expand the Greenbelt Plan is made by the Provincial Cabinet, upon recommendation of the Minister and may involve a hearing before a hearing officer appointed by the Minister. See **Attachment 5.**

Where an expansion of the Greenbelt Plan is approved by Cabinet, it is required to be designated in the Greenbelt Plan as "Protected Countryside."

There are six criteria that apply to requests to expand the Greenbelt Plan. The six criteria are outlined below, followed by staff comments on applicability:

Criterion 1 Municipal Request

The request is from a municipality and is supported by a council resolution.

Comment:

Prior to a council resolution, the municipality is required to conduct a full consultation including notifying all affected landowners, key stakeholder organizations, adjacent municipalities, the public and including the aboriginal community.

The consultation process followed for the Natural Heritage

Strategy and planned for the Official Plan Update would serve as a good basis; however, additional consultation would be needed to fully explain the request and how a decision would impact the residents and other stakeholders.

Criterion 2 Additions to the Greenbelt

The request identifies a proposed expansion area that is either adjacent to the Greenbelt or demonstrate a clear functional relationship to the Greenbelt area (e.g., agricultural, natural heritage system, water resources headwaters, recharge areas and associated wetlands) and how the Greenbelt policies will apply.

Comment:

The City of Guelph is not adjacent to the Greenbelt; therefore, the City would be required to demonstrate a functional relationship to the Greenbelt Plan. The functional relationship is addressed below under Criterion 4 – Connections to the Greenbelt System. The appropriateness of the Greenbelt Plan policies is addressed below under Part 4.5.

Criterion 3 Embraces the Greenbelt Purpose

The request demonstrates how the proposed expansion meets the intent of the Vision and one or more of the Goals of the Greenbelt Plan.

Comment:

It is anticipated that it could be demonstrated that the following Greenbelt Plan vision could be met by permanently protecting the natural heritage system and related water resources system through their identification as part of the Natural Heritage System:

> "permanent protection to the natural heritage and water resources systems that sustain ecological and human health and that form the environmental framework around which major urbanization... will be organized"

The identification of the natural heritage and water resources system for protection through the Natural Heritage Strategy would also meet the following Greenbelt Plan goals:

- Protection, maintenance and enhancement of natural heritage, hydrologic and landform features and functions, including protection of habitat for flora and fauna and particularly species at risk, and
- Protection, improvement or restoration of the quality and quantity of ground and surface water and the hydrological integrity of watersheds.¹⁵

-

¹⁵ Greenbelt Plan 2005, Page 5.

The appropriateness of this approach is discussed in detail below under Criterion 4 and 5.

Criterion 4 Connections to Greenbelt Systems

One or more of the Greenbelt systems (Natural Heritage System, Agricultural System and Water Resources System) is identified and included in the proposed expansion area and their functional relationship to the existing Greenbelt system is demonstrated.

Greenbelt expansion must be based upon the same provincial scale Natural Heritage System and Water Resource Systems approach that was used in the Protected Countryside of the Greenbelt Plan.

Comment:

Municipal requests to grow the Greenbelt need to identify and include one or more of these systems in the proposed expansion area. The municipality is required to demonstrate a functional relationship between the proposed expansion area and one or more of the systems of the existing Greenbelt Plan based upon the "same provincial scale" applied to development the Greenbelt Plan.

There is no provincial scale Agricultural Systems¹⁶ identified within the Greenbelt Plan that are functionally connected to the City of Guelph.

The Natural Heritage System approach is addressed under Criterion 6 below.

From a Water Resource System perspective, the Paris/Galt Moraine is within the Hanlon Creek and Mill Creek Subwatersheds, both of which are part of the Grand River watershed and drain to Lake Erie. There are small areas where there are surface water connections between the Hanlon and Mill Creek subwatersheds and the Greenbelt Plan in the Town of Milton.(See Map 2 – Growing the Greenbelt – Subwatershed Analysis). This overlap has occurred because the Greenbelt Plan follows a municipal boundary rather than a watershed boundary at this location. In fact, the Greenbelt Plan does not include any complete watersheds that drains to Lake Erie.

Also a small portion of the Mill Creek subwatershed is included within the Greenbelt Plan in Puslinch Township in the area of the 401.¹⁷ (See **Map 2 Growing the Greenbelt – Subwatershed Analysis**) It appears that, for the most part, the Greenbelt Plan intended to follow the Mill Creek subwatershed boundary at this location. It would be difficult to demonstrate a clear defensible surface water system connection on the basis of the small remnant areas that overlap with the Greenbelt Plan.

-

¹⁶ Agricultural Systems are defined to include specialty crop lands, prime agricultural lands and rural areas

¹⁷ Mill Creek Subwatershed Study, June 1996, Figure 4-3

However, there appears to be a deep bedrock connection as illustrated by Figure 3-12 of the Mill Creek Subwatershed Study¹⁸. Groundwater flows from a high point in the Town of Milton (within the Greenbelt Plan) east of the Puslinch boundary, westerly along the incline in the bedrock topography into the City.

Similar to the Hanlon Creek Subwatershed, the deep bedrock groundwater flow in the Mill Creek Subwatershed is generally westerly. However, in view of the high elevation of the moraine immediately north of Maltby Road, the localized intermediate groundwater flow is southerly into Mill Creek, which flows westerly and away from the Greenbelt Plan area.

Therefore, if one were to apply "the same provincial scale systems approach" used in the Protected Country Side of the Greenbelt Plan, both the Hanlon Creek and Mill Creek subwatersheds as identified on Map 2 would need to be included in the Greenbelt Plan (See Map 2 - Growing the Greenbelt – Subwatershed Analysis).

However, this approach would include the entire moraine in the south end of Guelph and would also require the support and a coordinated approach with the County and the Township to make a request to expand the Greenbelt Plan.

It is also inconsistent with the typical approach applied to the Greenbelt in two respects:

- The watersheds included in the Greenbelt Plan generally drain to Lake Ontario or Lake Simcoe, except where municipal boundaries form the basis of the Greenbelt Plan; and
- urban areas are typically not included in the Greenbelt Plan.
 e.g., St. Catharines, in the Niagara Peninsula. Section 3.4.2 of the Greenbelt Plan indicates that Towns and Villages within the Protected Countryside "continue to be governed by municipal official plans and are not subject to the Greenbelt Plan policies."
- The inclusion of such a large area of the City would conflict with the Growth Plan and the City's ability to implement its Growth Management Strategy and OPA 39 (Growth Plan conformity Amendment).

For the above reasons, this approach is not recommended.

Criterion 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 while the municipality is engaged in its

18

¹⁸ Mill Creek Subwatershed Study, June 1996, Figure 3-12

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 may be considered for areas that are outside of the existing urban settlement areas. An exception may be considered for "major natural heritage systems" that are located within existing urban settlement areas "and a significant connection to the Greenbelt area can be demonstrated". The natural heritage system must be designated within the municipal official plan.

Comment: Criteria 3 above addressed how the goal and objectives of the Greenbelt Plan may be met.

The municipality must also demonstrate that the Greenbelt expansion area supports the targets of the Growth Plan. This includes how future growth needs will be met and how the Greenbelt expansion complements the City's Growth Plan conformity exercise.

On the basis of the Recommended Guelph Natural Heritage System identified in the Phase 2 Natural Heritage Strategy (March 2009), there would be a minimum of 1300 ha of developable land remaining in the greenfield area outside the Recommended Natural Heritage System identified in the Phase 2 Report. As indicated in the Implications Analysis of the City of Guelph's Local Growth Management Strategy - Report 09-122, this area provides sufficient land to accommodate growth to 2031 at a density of 50 persons and jobs per ha and, therefore would not impede the implementation of the Growth Plan.

Although Criterion 5 states that "proposed expansions to the Greenbelt should be outside of urban settlement areas designated in municipal official plans". The criterion provides for an exception that may be considered for "major natural heritage systems" within an urban settlement area provided a significant connection to the Greenbelt area could be demonstrated. Existing examples of major natural heritage systems that are part of the Greenbelt Plan and extend into the surrounding municipality are the Bronte Creek Valley and the valley systems north of Hwy. 403 in the Region of Halton. (See Map 3)

The Ministry of Municipal Affairs and Housing staff advise that the intent of this criterion is to permit expansions of the Greenbelt Plan, even where the lands are not necessarily contiguous to the Greenbelt Plan. However, a natural heritage system requires connectivity to function as a system. To expand

the Greenbelt Plan in Guelph without the connectivity of the natural heritage system through the Township of Puslinch contradicts the intent of a systems approach. Although in theory this approach may be possible, it lacks credibility from an environmental planning perspective.

To demonstrate "a significant connection" between the City and the Greenbelt through the County, support from the County of Wellington and the Township of Puslinch would be required.

This criterion also requires that the Natural Heritage System be designated within a municipal official plan. Therefore Guelph's Natural Heritage System would have to be approved as part of the City's Official Plan, in any event, before the Minister would entertain expanding the Greenbelt Plan.

Map 3 and Map 3A illustrate how an amendment based on the Natural Heritage System would theoretically appear within Guelph, and assumes connectivity with the Greenbelt Plan through the Township of Puslinch.

If the Official Plan is approved to include the Natural Heritage System, the benefit of expanding the Greenbelt Plan to include the Natural Heritage System, is questionable in view of the permissive nature of the policy regime of the Protected Countryside/Natural Heritage System provisions. The Greenbelt Natural Heritage System policies permit aggregate extraction and recreational uses, such as golf courses and recreational buildings on those portions of the moraine outside Significant Woodlands and Significant Wetlands. (See details below under Part 4.5.)

However, municipal official plans may be more stringent than the Greenbelt Plan, except as it applies to aggregate and agricultural uses. Therefore, if the moraine were included in the Greenbelt Plan, the official plan could not prohibit aggregate or agriculture. (Section 5.3 of the Greenbelt Plan)

If the Natural Heritage System were included in the Greenbelt Plan, future expansion of the urban settlement areas into the Greenbelt Plan would not be permitted, except by an amendment to the Greenbelt Plan. (Section 3.4.3 of the Greenbelt Plan) However, such expansions may only be considered through the 10-year Review of the Plan. The amendment process is similar to that illustrated in **Attachment 5** for Growing the Greenbelt.

Based on the above analysis, staff does not recommend this

approach.

Criterion 6 Timing and Relationship to other Provincial Initiatives

A municipality's request to expand the Greenbelt may be considered by the Ministry while complementary Provincial initiatives are being developed. The request has to demonstrate that the proposed expansion will not undermine provincial interests or the planning or implementation of complementary provincial initiatives, e.g., Source Protection Plans under the Clean Water Act.

Comment: It is anticipated that any proposed request to expand the

Greenbelt Plan could demonstrate that the proposed expansion would complement and support provincial policy and would not

impede their planning or implementation.

4.5 Does the Protected Countryside Designation provide Adequate Protection?

The "Growing the Greenbelt" policies clearly indicate that any expansion to the Greenbelt Plan would be designated "Protected Countryside" with a Natural Heritage overlay. However, it should be cautioned that the "Protected Countryside" designation is relatively permissive:

As discussed in part above:

- the Natural Heritage System of the Protected Countryside designation, would permit aggregate operations, and recreational buildings, golf courses and serviced campsites on those portions of the Natural Heritage System identified on the basis of the moraine. (Section 4.3.2.3); and
- in addition, the Greenbelt Plan would provide less protection for significant portions of the Paris/Galt Moraine on the basis that "Provincial Plans shall take precedence over policies in the Provincial Policy Statement to the extent of any conflict". Therefore, the more permissive policies of the Greenbelt Plan would prevail.

Therefore, the systems approach applied by the PPS and reflected in the Recommended Natural Heritage System, if approved, would provide for more protection to the features and associated functions of the moraine in accordance with Sections. 2.1.2 and 2.2 of the PPS.

The identification of the Natural Heritage System as part of the Greenbelt, would however, prevent urban settlement expansion into the Greenbelt Plan except by amendment to the Greenbelt Plan. Amendments are required to be initiated by the Minister. Neither a municipality or private proponents may initiate an amendment to the Greenbelt Plan.

¹⁹ Provincial Policy Statement 2005, Section 4.9.

As addressed above, under Criterion 5, the inclusion of the Natural Heritage System in the Greenbelt is required to meet two fundamental tests, namely:

- a) to be included, the Natural Heritage System is required to be considered "a major natural heritage system" and
- b) a "significant connection to the Greenbelt area" must be demonstrated.

These two tests cannot be met without the support of the County of Wellington and the Township of Puslinch.

The following Figure 1 provides a comparative analysis of the two approaches to protecting the significant portions of the Moraine e.g., through the Planning Act and the PPS, versus through Growing the Greenbelt.

FIGURE 1

Protection Approaches of Significant Portions of the Paris/Galt Moraine in the City of Guelph

	Protection through the	Protection through "Growing
Criteria for Evaluation	Planning Act and PPS	the Greenbelt"
1. Does the Natural Heritage System have to be identified in an approved official plan to provide protection to the significant portions of Paris/Galt moraine?	Yes	Yes
2. Is there a requirement to demonstrate functional connectivity/relationship with the Greenbelt Plan?	No	Yes
3. Is support from the County of Wellington and the Township of Puslinch needed to provide a successful link to the Greenbelt?	No	Yes

²⁰ Key natural heritage features and key hydrologic features do not include a landform criterion nor do they rely upon or apply the definitions of the PPS with respect to vulnerable and sensitive surface and groundwater features.

4. Once approved as part of NHS, in an Official Plan, can the official Plan policies protect the significant portions of the Paris/Galt Moraine?	Once mapped and protection policies are approved in the official plan – the delineated parts of the moraine would be protected by the approved policies. Policy can be defined in accordance with and or be more restrictive than the PPS. Sections 2.1.2 and 2.2 of the PPS provides for the integration natural heritage features and functions with surface groundwater features and functions through a systems approach and provides for the identification of sensitive or vulnerable surface and groundwater features for protection.	The Greenbelt Plan permits agriculture, aggregate extraction, major recreational uses such as golf courses, serviced campgrounds, serviced playing fields and recreational uses involving large scale buildings in those portions of the Natural Heritage System defined exclusively on the basis of the moraine feature and that are outside key natural heritage features and key hydrologic features as defined by the Greenbelt Plan. ²⁰ Municipalities may approve more stringent policies, however, aggregate extraction and agricultural uses could not be prohibited.
5. Can the municipal official plan be more stringent than the PPS?	Yes	PPS provisions do not apply within the Natural Heritage System within the Greenbelt Plan (3.2.4 of the Greenbelt Plan)
6. Can the municipal Official Plan be more stringent than the Greenbelt Plan?	NA	Yes - but not as it relates to aggregate and agricultural uses. (Section 5.3)

Key natural heritage features and key hydrologic features do not include a landform criterion nor do they rely upon or apply the definitions of the PPS with respect to vulnerable and sensitive surface and groundwater features.

7. Is the Natural Heritage System intended to apply	Yes	Not typically.
within urban settlement areas?		Section 3.2.2 of the Greenbelt Plan currently states that the Natural Heritage System policies do not apply within the existing boundaries of settlement areas).
		However, the Growing the Greenbelt Criteria provides for expansions to include "major natural heritage systems" within urban settlement areas where a "significant connection" to the Greenbelt can be demonstrated.
		The Ministry advises that continuity with the Greenbelt Plan is not required. However, without a Natural Heritage System connection through the Township of Puslinch to the Greenbelt Plan, neither a systems approach nor a "significant connection" is achieved viably.
8. Once the moraine is	The City.	The Provincial Cabinet.
identified for protection in an approved Official Plan, who is responsible for determining if development	The City and/or a private proponent may initiate an amendment to the official plan. The City has the final	Settlement areas are not permitted to expand into the Greenbelt .
can encroach on the moraine?	decision (unless appealed).	An amendment to the Greenbelt Plan would be required.
For example, through an Official Plan amendment?		Only the Minister of Municipal Affairs and Housing may initiate an amendment to the Greenbelt Plan. Such amendments would typically be initiated at the time of the 10-Year Review.
		Municipalities and or private proponents cannot initiate amendments to the Greenbelt Plan.

9. What planning process would be required to protect the moraine?

Protection of the significant portions of the moraine as defined through the official plan mapping and policies through the NHS and OP Update.

An amendment would be required to the Greenbelt Plan to:

◆ Add the Natural Heritage System in the City and Wellington County.

Conclusion

- 1. There is no clear advantage to requesting that the Greenbelt be expanded to include the Paris/Galt moraine until the Natural Heritage System is identified in the approved Official Plan and it is known whether the Wellington County and Puslinch Township would support the extension of the NHS through their municipalities.
- 2. The permitted uses of the Greenbelt Plan do not provide long term protection to the moraine from certain uses, such as aggregate extraction.
- 3. The Official Plan cannot be more restrictive than the Greenbelt Plan with respect to Aggregate extraction and agricultural uses.
- 4. The City can protect the moraine through the Planning Act and the PPS.
- 5. In order to include the significant portions of the Paris Galt moraine in the Greenbelt Plan the following is required:
 - the significant portions of the Paris Galt Moraine must be approved in the Official Plan as part of the Natural Heritage System;
 - the County of Wellington and the Township of Puslinch would have to agree to include the natural heritage system in the County in the Greenbelt Plan.
- 6. Under the Planning Act and PPS approach, any proposal to expand development into the Natural Heritage System would require a Council approval through an Official Plan Amendment.
- 7. Under the Greenbelt Plan, any proposal to expand development into the Natural Heritage System would require an amendment to the Greenbelt Plan. Such an amendments would first require Council support and justification before the Minister would initiate an amendment. Cabinet makes the final decision.

Under either approach, support from Council is required.

The advantage is that private proponents cannot initiate an amendment. Only the Minister can initiate an amendment, and the Minister may agree or disagree with Council.

Page 31 of 58

8. Staff recommend that Councidnot pursue Growing the Greenbelt.

4.6 Conclusion

Based upon the above analysis, it is recommended that the City not pursue the expansion of the Greenbelt Plan on significant portions of the Paris/Galt moraine within the City. Instead, the significant portions of the Paris/Galt moraine should be identified for protection through the Natural Heritage System and the Official Plan Update in accordance with the provisions of the *Planning Act* and the PPS. As concluded by the Ministry of the Environment, there is sufficient policy within existing legislation and the PPS to protect the moraine.

The *Clean Water Act* will provide protection of municipal wells, but will not specifically address the moraine outside the identified zones of influence of municipal wells.

5. Transition Policies

As indicated in the previous report, current applications being processed will be subject to the provisions of the Official Plan pertaining to natural heritage, the provisions of the Growth Plan and the PPS (2005), as applicable. New development applications will be evaluated against the revised Natural Heritage policies once approved by Council and incorporated into the City's Official Plan. Transition policies will be developed for inclusion in the Official Plan Update.

CORPORATE STRATEGIC PLAN

Goal 6: A leader in conservation and resource protection/enhancement.

Strategic Objective: A biodiverse City with the highest tree canopy percentage among comparable municipalities.

FINANCIAL IMPLICATIONS

There is sufficient funding to complete Phase 2 and Phase 3.

DEPARTMENTAL CONSULTATION

Staff from Policy Planning and Urban Design led the Technical Advisory Committee. Other departments, including other sections of Community Deign and Development Services, Operations, Environmental Services and Economic Development have been consulted.

COMMUNICATIONS

Consultation with landowners, their representatives, the public, ministries, agencies, City staff, the Technical Steering Committee, the Environmental Advisory Committee and the River Systems Committee has been carried out throughout the finalization of Phase 2 as discussed above.

Additional public engagement is proposed with respect to Phase 3 – final mapping and policy development in 2009 for incorporation into the Official Plan updated in the fall 2009.

Prepared By:

Marion Plaunt, MES, RPP, MCIP Manager of Policy and Urban Design 519-837-5616 ext. 2426 marion.plaunt@quelph.ca Joseph Level

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

P:\Planning&DevelopmentServices\Planning\CDES REPORTS\2009\09-40 July 20, 2009 Phase 2 Natural Heritage Strategy CDES Final Report.doc

List of Attachments

Attachment 1 Report 08-97 City of Guelph Natural Heritage Strategy (September 5, 2008)

Attachment 2 Table Summarizing the Criteria used to Identify the Recommended Natural Heritage System and Draft Policy Direction (March 2009)

Attachment 3 Summary of Comments Received in Response to the Revised Criteria and Draft Policy Direction for Recommended Natural Heritage System(March 2009)

Attachment 4 Mayor Farbridge's request to the Ministry of Municipal Affairs Regarding expanding the Greenbelt to include the Paris/Galt Moraine

Attachment 5 Greenbelt Plan Amendment Process

MAPS

Map 1 Figure 12
Recommended Natural Heritage System – Natural Heritage
Strategy (Phase 2) March 2009

Map 2 Growing the Greenbelt – Subwatershed Analysis

Map 3 Growing the Greenbelt - Natural Heritage System Analysis

Map 3A Enlargement of Growing the Greenbelt Natural Heritage System Analysis

Attachment 1 City of Guelph Draft Natural Heritage Strategy Report Number 08-97 to Community Design and Environmental Services on September 5, 2008

TO Community Design and Environmental Services

SERVICE AREA Community Design and Development Services

DATE September 5th, 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
- **9.** 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 System - Map 12

Prepared By:	Recommended By:
Carrie Musselman	Marion Plaunt

Environmental Planner 519-837-5616 ext. 2356 carrie.musselman@guelph.ca Manager of Policy Planning and Urban Design 519-837-5616 ext. 2426 marion.plaunt@guelph.ca

Recommended By:

James N. Riddell Director of Community Design and Development Services 519-837-5616 ext. 2361 jim.riddell@guelph.ca

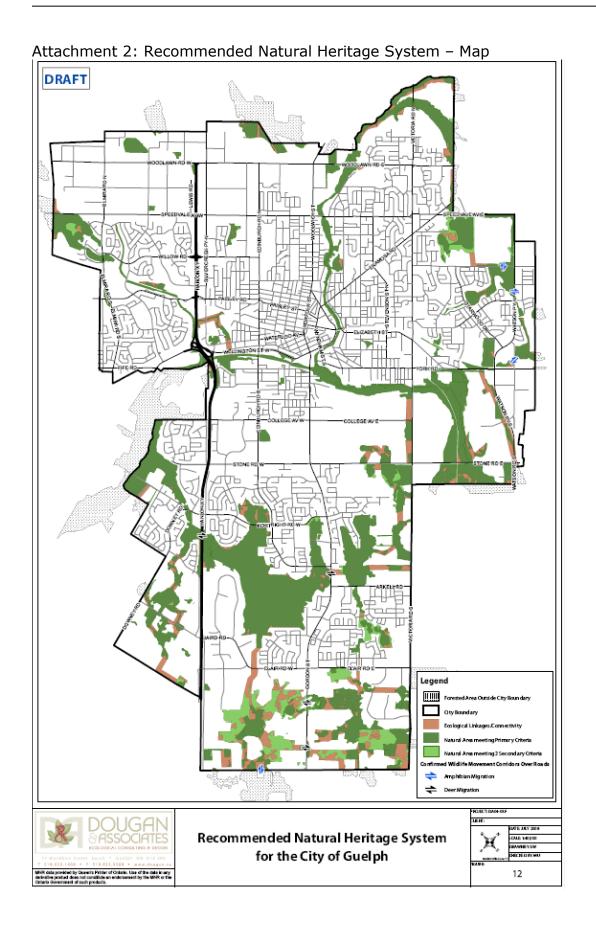
 $T: \label{thm:linear_constraints} T: \label{thm:linear_constraints} T: \label{thm:linear_constraints} In the constraint of the constraints of th$

Attachment 1: Revised Criteria

Primary Criteria Measure(s)		Data Source & Comments		
1. Areas of Natural & Scientific Interest [ANSI]	- Provincially Significant - Regionally Significant	ANSI mapping obtained from the Ontario Ministry of Natural Resources (OMNR).		
2. Habitat for Provincially Threatened (THR) and Endangered (END) Species	Species designatedEndangered or Threatened inOntarioSpecies designatedEndangered in Canada	No Provincially Endangered or Threatened species currently on record for the City of Guelph. Historical records note the Grey Fox and Blanding's Turtle being Threatened species.		
3. Areas of Primary Hydrological Significance	Provincially and Locally Significant WetlandsPermanent StreamsFish Habitat	Wetland mapping obtained from Ontario Ministry of Natural Resources (OMNR) and Grand River Conservation Authority (GRCA). At this time City-wide fish habitat data is unavailable.		
4. Significant Woodlands	- Woodlands of at least 1 ha in size	Woodlands included coniferous, deciduous and mixed forests, cultural woodlands and treed wetlands. Hedgerows and plantations have been excluded.		
5. Significant - Regulatory floodplain - Apparent and other valley lands		Floodplain and valley land mapping obtained from the Grand River Conservation Authority (GRCA). Only steep slopes associated with river corridors are captured as other valley lands.		
6. Areas of Primary Significant Wildlife Habitat - Deer wintering areas - Provincially Rare Vegetation - Endangered (END) or Threatened (THR) Species in Canada		Deer wintering areas mapping obtained from Ontario Ministry of Natural Resources (OMNR). Provincially Rare Vegetation information obtained from the Ontario Ministry of Natural Resources Natural Heritage Information Centre (NHIC). The Western Chorus Frog found in areas of Guelph has been listed as Threatened (THR) in Canada.		
Secondary Criteria	Measure(s)	Data Source & Comments		
7. Areas of Secondary Hydrological Significance - Other wetlands (not captured as provincially or locally significant) - Intermittent streams		Wetlands mapping obtained from the Grand River Conservation Authority (GRCA). At this time City-wide Intermittent steam data is unavailable.		

8. Landform Conservation Value	- Natural areas within the Paris- Galt Moraine with concentrations of natural slopes of at least 15%.	"Natural areas" include all woodlands, wetlands and cultural / 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 amphibian movement corridors	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 subwatershed studies were considered		

^{*} 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.



Attachment 2 Table Summarizing the Criteria used to Identify the Recommended Natural Heritage System and Draft Policy Direction (March 2009)

Table summarizing criteria categories and criteria used to identify the recommended Natural Heritage System (NHS) for the City of Guelph and

associated *draft* natural heritage policies

Categories	Criteria + Minimum Buffers	Draft Policies Direction	
Natural & Scientific Interest (ANSI)	1(a) Provincially Significant Life Science ANSI + 20 m buffer* 1(b) Provincially Significant Earth Science ANSI + 10 m buffer	Development not permitted in any type of ANSI except for works related to: flood and erosion control, habitat conservation / restoration or passive recreation (e.g., trails and interpretive signs).	
	1(c) Regionally Significant Life Science ANSI + 20 m buffer* 1(d) Regionally Significant Earth Science ANSI (no buffer)	Development not permitted in buffers to ANSIs except for the uses listed above and low impact storm water management facilities provided no negative impacts are demonstrated through an approved Environmental Impact Study (EIS) or Environmental Assessment (EA).	
2. Habitat for Provinciall y Threatene d (THR) & Endangere d (END) Species	2(a) Habitat for species provincially designated END or THR in Ontario's <i>Endangered Species Act</i> + buffers TBD	Development not permitted in habitat for THR and END species. Extent of habitat required and associated buffers to be determined on a case by case basis in consultation with OMNR and Recovery Team (if applicable) and subject to an approved EIS or EA.	
3. Significant Wetlands	3(a) Provincially Significant Wetlands (PSW) + 30 m buffer 3(b) Locally Significant Wetlands (LSW) + 15 m buffer 3(c) Other wetlands in closed depressions + 15 m buffer 3(d) Other wetlands not in closed depressions + buffer TBD	Development not permitted in any type of wetlands except for category 3(d) where those wetlands are determined not to provide significant wetland functions and subject to approval by the GRCA in accordance with their policies. Development not permitted in buffers to wetlands except for works related to: flood and erosion control, habitat conservation / restoration, and passive recreation (e.g., tertiary trails) as supported through an approved EIS or EA. Proposed development outside the minimum buffer area but within 120 m of a PSW and 30 m of all other wetlands may be permitted provided no negative impacts are demonstrated through an approved EIS or EA, and subject to approval from GRCA. The status and boundaries of "other wetlands" in category 3(d) needs to be field verified.	

4. Surface Development not permitted in any type of stream or fish habitat 4(a) Permanent streams / ponds except for works related to: flood and erosion control, habitat Water & + 15 m buffer conservation / restoration, or other works permitted by the **Fisheries** 4(b) Intermittent streams +15 m Resources GRCA and/or the Department of Fisheries and Oceans (DFO) buffer provided no negative impacts are demonstrated through an **FISH HABITAT** approved EIS or EA and subject to approval from GRCA and/or DFO. 4(c) Cold Water + 30 m buffer Development not permitted in buffers to streams or fish habitat 4(d) Cool Water + 30 m buffer except for works related to: flood and erosion control, habitat 4. Surface conservation / restoration, passive restoration (e.g., trails) or 4(e) Warm Water + 15 m buffer Water & low impact storm water management facilities provided no 4(f) Undetermined + 15 m buffer **Fisheries** negative impacts are demonstrated through an approved EIS Resources or EA and subject to approval from GRCA and/or DFO. cont'd Infrastructure should avoid surface water and fisheries resources, however, provision for essential infrastructure, including roads, trails and/or linear utilities may cross a stream and/or fish habitat provided no negative impacts are demonstrated through an approved EIS or EA and subject to approval from GRCA and/or DFO. Opportunities to restore piped or culvertized streams to a more natural form to be pursued. Proposed development within 50 m of a stream or fish habitat is subject to an EIS or EA and subject to approval from GRCA and/or DFO. Fish habitat classifications need to be field verified. 5(a) Woodlands ≥1 ha + 10 m 5(a) & (b) Development not permitted in woodlands except for Significant buffer works related to: flood and erosion control, wildlife habitat Woodland conservation / restoration. Trails are to be directed to 5(b) Locally Significant woodland buffers and may only be permitted within the Woodland Types ≥0.5 ha (not woodlands if no negative impacts are demonstrated through an already captured by 5a) + 10 m approved EIS or EA. buffer Development not permitted in buffers to woodlands except for 5(c) Cultural Woodlands ≥1 ha + works related to: flood and erosion control, habitat **buffer TBD** conservation / restoration, passive recreation (e.g., trails) or low impact storm water management facilities provided no negative impacts are demonstrated through an approved EIS or EA. Development within 50 m of a woodland may be permitted provided no negative impacts are demonstrated through an approved EIS or EA. 5(c) Development may be permitted in cultural woodlands (and plantations) subject to an approved EIS or EA and associated tree preservation plan that identifies any opportunities for protection of healthy native species and tree planting.

6. Significant Valleyland s	6(a) Regulatory floodplain 6(b) Other Valleys	Development within regulatory floodplains and other and remnant significant valleys is not permitted except for works related to: flood and erosion control, habitat conservation / restoration, passive recreation (e.g., trails), essential infrastructure, linear utilities and low impact storm water management facilities provided no negative impacts are demonstrated through an approved EIS or EA and subject to approval from GRCA.		
		In all instances, stormwater management facilities are required to be above the meander belt, or the 100 year flood plain, whichever is greater.		
		Development within buffers may be permitted provided no negative impacts are demonstrated through an approved EIS or EA and, where applicable, approval from GRCA.		
7. Significant Landform	7(a) Significant Portions of the Paris-Galt Moraine (no buffer)	Development not permitted in significant portions of the Paris-Galt Moraine, as identified, except for works related to: habitat conservation / restoration, required municipal water supply wells, essential linear utilities and passive recreation (e.g., trails) provided no negative impacts are demonstrated through an approved EIS or EA.		
		Approved works will not involve grading to these areas.		
		Opportunities to restore habitats to be encouraged.		
8. Significant Wildlife	8(a) Deer wintering areas (no buffer)	8(a), (b), (c), (d) Development is not permitted in these areas, as identified, except for works related to: flood and erosion control, wildlife habitat conservation / restoration, passive		
Habitat**	8(b) Waterfowl overwintering areas (no buffer)	recreation (e.g., tertiary trails and interpretive signs) provided no negative impacts are demonstrated through an approved		
	8(c) Provincially Significant Vegetation Types*+ buffers TBD	EIS or EA.		
	8(d) Locally Significant Vegetation Types ≥0.5 ha (not	8(e) & (f) Extent of habitat required and associated buffers to be determined on a case by case basis subject to an approved EIS or EA.		
	already captured by Criteria 3 or 5) + buffers TBD	8(f) Extent of habitat required and associated buffers to be determined on a case by case basis subject to an approved		
	8(e) Habitat for Globally, Nationally and Provincially Significant Species (not captured by Criterion 2)	EIS or EA. 8(g) Development not permitted in ecological linkages except for works related to: wildlife habitat conservation / restoration, essential transportation, linear utilities, passive recreation (e.g.,		
	8(f) Habitat for Locally Significant Species (not captured by Criteria 2 or 8(e))	trails) and limited low impact storm water management facilities provided no negative impacts are demonstrated through an approved EIS or EA.		
	8(g) Ecological Linkages (no buffer)	Linkages surrounded by natural features identified by Criteria 1-7 will be subject to the applicable policies of the surrounding feature.		

9. Supportive Ecological Functions	9(a) Naturalization / Restoration Areas (potential, planned and existing)	Lands closely associated with the NHS where naturalization / restoration is being or should be applied primarily on City of GRCA lands. Storm water management facilities (existing and planned) are included. Guidelines and policy direction to be developed with the Parks and Engineering Departments. Naturalization/ restoration areas surrounded by natural features identified by Criteria 1-7 will be subject to the
		applicable policies of the surrounding feature.
10. Wildlife Crossings	10 (a) Confirmed deer crossings 10 (b) Confirmed amphibian crossings	These flag approximate locations where mitigation measures (e.g., underpasses) to facilitate safe wildlife crossing should be implemented during road improvements or upgrades. Some measures (e.g., warning signs) may be implemented sooner.
	10 (c) Other wildlife crossing opportunities	Guidelines and policy direction to be developed in consultation with the Engineering Department.

^{*}There are currently no areas in the City of Guelph meeting this criterion.

MAPPING NOTE: Every effort has been made to ensure the mapping for this study is based on the most current available data. However, mapping for a number of natural heritage features and/or ecological functions still needs to be verified and refined in the field at the site-specific scale.

DEFINITIONS

MINIMUM BUFFERS identify minimum vegetation protection zones around significant features in the NHS. Buffers may include any natural areas (including cultural meadows or thickets), plantations, hedgerows, agricultural lands, City parklands or GRCA lands identified for open space uses, and current golf courses. Buffers could not be applied, in whole or in part, in some areas that have already undergone development. However, for areas to be developed, site-specific studies may find that in some cases these minimums are not adequate and that wider buffers need to be identified.

CULTURAL WOODLANDS are lands that have reforested naturally with tree cover between 35% and 60% and naturalized groundcover.

DEVELOPMENT is defined in Provincial Policy (2005) as "the creation of a new lot, a change in land use, or the construction of buildings and structures, requiring approval under the *Planning Act*".

ECOLOGICAL LINKAGES are meant to facilitate movement of flora and fauna between various significant natural areas and must be identified in relation to these other areas. Ideally, linkages should be at least 50 m wide but closer to 100 m where possible with a target width to length ratio of 1:2. However, depending on the adjacent land uses and existing opportunities, narrower and longer linkages have been (and could be) identified.

ENVIRONMENTAL ASSESSMENTS (EAs) are studies typically required for all medium or large governmental infrastructure projects to ensure that all environmental issues are identified and addressed, and that the public and other stakeholders have an opportunity to provide comment.

ENVIRONMENTAL IMPACT STUDIES (EIS) are site-specific studies triggered by proposed

^{**} This is not a comprehensive list of significant wildlife habitat (SWH) criteria, but a list of criteria for which data was available at the time of the study. A complete list of all SWH criteria potentially applicable in the City of Guelph that should be considered at the site-specific level is provided in the study report (Volume 1).

development within or adjacent to significant natural heritage features which provide a comprehensive assessment of existing conditions and assess the anticipated impacts of the proposed development on natural features within the study area or their ecological functions.

ESSENTIAL INFRASTUCTURE means that which is considered by Council to be necessary and in the public interest after all reasonable alternatives have been considered.

GRCA = Grand River Conservation Authority

PARIS-GALT MORAINE is a large 6.4 to 8 km wide feature consisting of a complex of hummocky topography and kettle features of which a portion extends across the southern portion of the City of Guelph. Lands with this unique topography contribute disproportionately to local groundwater recharge, which also supports cold water fisheries and recharges deeper aquifers used for water supply.

RESTORATION / NATURALIZATION AREAS are areas that contribute to the biodiversity and connectivity potential of the *Natural Heritage System* where restoration and naturalization activities will be focused. These include lands owned by the City of Guelph or the Grand River Conservation Authority, existing and approved storm water management areas, and small areas surrounded by lands that meet Criteria 1 through 7.

Attachment 3 Summary of Comments Received in Response to the Revised Criteria and Draft Policy Direction (March 2009)

The following is a brief summary of the comments received categorized on the basis of the criteria.

- 1. Areas of Natural and Scientific Interest (ANSI)
 - The minimum buffer of 10 m to Earth and Life Science ANSI's should be increased.
 - All buffers should be based on detailed study.
 - Trails should not be permitted in the buffers.
 - The policy should "mirror" the PPS provisions.

Staff Comment

A minimum buffer of 10m to the provincially significant Earth Science ANSI is appropriate given that the ANSI is based on an exposed rock cut that exhibits representative stratigraphy and is publicly owned.

No buffers are proposed to the regionally significant Earth Science ANSI because it is within the road allowance of the built up area and it would not be reasonable to prohibit development.

Trails are proposed to be permitted within the buffers, however, the location and type of trails will be considered through development applications and Park and Trail Master Plans.

- 2. Habitat for Provincially Threatened and Endangered Species
 - Policy should address a mechanism to permit the policy and or species to change to reflect changes to threatened and endangered species and or policy.
 - How will the City be monitoring for protection of threatened and endangered species?
 - Unfair to expect private property owners to pay for (EIS) studies on their properties.

Staff Comment

Policies will be developed to address Species at Risk, including threatened and endangered species.

No monitoring is proposed at this time except through subsequent EIS and EIR's.

It is accepted policy to require landowners to pay for studies required to support planning applications.

3. Significant Wetlands

- Existing wetlands should be reevaluated.
- Minimum buffers to significant wetlands should be increased to 50 m from 30 m.
- Dredged wetlands on golf courses should be restored.
- Stormwater facilities should not be permitted adjacent to provincially significant wetlands.

Staff Comment

At the time of development, proponents will be required to undertake an evaluation of identified wetland and determine the extent of the wetland and the functions it performs along with the appropriate buffer requirement.

The 30 m buffer to the wetland is a minimum buffer. The buffer may be increased within the 120 m adjacent lands analysis carried out through the required EIS. The final extent of the buffer will depend upon the function of the wetland. The 30 m buffer is a reasonable starting point for protection and represents a credible minimum reflected in other municipal official plans that have received approval.

Restoration of altered natural environments will be addressed through policy.

Storm water management facilities within the buffer to a provincially significant wetland is currently not proposed.

4. Surface Water and Fisheries Resources

- Buffers should be measured from the flood fringe.
- Stormwater management facilities should not be permitted to flow directly into stream and wetlands.
- Stormwater management ponds should not be permitted in the buffers.
- Stormwater management ponds should be permitted within the buffers.
- Support for restoring piped or buried streams to a more natural form.

Staff Comments

The issues raised will be considered through the policy analysis.

The appropriateness of storm water management facilities within the 30-15 m buffers will be carefully reevaluated.

The naturalization of existing streams is encouraged by the current Official Plan and will be addressed.

5. Significant Woodlands

- The definition of cultural woodlands should be reevaluated.
- The replacement policy applicable to cultural woodlands should be clarified with respect to how European Buckthorn, a noxious shrub, should be treated.
- European Buckthorn should not be included in significant woodlands.
- The replacement of trees removed from the cultural woodlots at a ratio of 1:3 should be reconsidered to address replacement on the basis of basal area.
- Smaller woodlands and plantations should be included in this criterion.
- Minimum buffers should be increased to 30 m from 10m.

Staff Comments

The policy treatment provides flexibility where cultural woodlands are dominated by invasive species.

The tree replacement policy will be evaluated where invasive species dominate cultural woodlands.

The evaluation of buffers within the 50 m adjacent lands will be required and may be increased depending on the function of the woodland.

6. Significant Valleylands

Excellent criteria

Staff Comment

No additional comment at this time.

7. Significant Landform

- Entire Paris-Galt moraine should be protected including buffers in order to protect groundwater recharge.
- The landform criterion should be removed from the Natural Heritage System.
- Significant landforms that do not contain other significant ecological features and functions (i.e., also meet other criteria) should be considered for development provided hydrogeological and other related studies demonstrate through an approved EIS/EA that recharge function can be maintained.

- The protected ands should be based on 15% slopes instead of 20%.
- The area needs to be clearly defined as "no touch".
- Development should not be prohibited on the basis of hummocky topography. Site specific hydrological investigations should be required to assess the potential for maintaining groundwater recharge rates at a watershed scale through EIS. Development scale water budgets, which are quantified at the watershed scale should be used to design stormwater management techniques to maintain average rates of groundwater recharge, groundwater levels, groundwater low, and groundwater discharge to surface water features.

Staff Comments

The identification of the significant portions of the Paris /Galt Moraine addresses Sections 2.1.2 and 2.2 of the Provincial Policy Statement and is not solely based upon the hydrological function. Instead, it aims to recognize the linkages between and among the natural heritage features and the surface and groundwater features while maintaining the diversity and aesthetic offered by the landform.

The landform criteria also provides an approach to address Council and Committee direction regarding protection of significant portions of the Paris /Galt moraine through the Natural Heritage Strategy and/or through Growing the Greenbelt.

Staff is concerned that site specific consideration of the hydrological function alone will not be sufficient to protect the moraine and will result in long term erosion of the feature and its functions.

The comments received will be considered through further discussions prior to the development and incorporation of the Natural Heritage System and polices into the Official Plan.

- 8. Significant Wildlife Habitat
 - A minimum buffer should be applied.
 - Linkages do not need to be 100m wide.
 - Wildlife tunnels and diversion fences should be required at all identified wildlife crossing areas.
 - Effective wildlife crossings are necessary.
 - Locally significant wildlife habitat should not be used to sterilize land.

Staff Comment

Buffers to significant wildlife habitat will depend on the wildlife present. A site specific EIS will be required to demonstrate no negative impacts on the identified wildlife habitat.

Wildlife crossing and appropriate mitigation to maintain wildlife habitat (e.g., critical linkages between, food, shelter, feeding, breeding) as well as driver safety will be addressed through policy development.

The identification of locally significant wildlife habitat does not sterilize the lands. The extent of the habitat and habitat protection for locally significant species will be the subject of site specific EIS's and will be determined on a case by case basis.

- 9. Supportive Ecological Functions (Restoration/Naturalization Areas)
 - Goal should be towards 30% wooded cover within the City.
 - Ecological linkages should be included as naturalization/restoration areas with full protection and buffer zones.
 - Identified drainage features that could be restored from culverted/artificial to a natural state should be identified in addition to land to be restore.
 - Restoration targets for a variety of habitat cover should be established i.e., 10% forested, 10% grassland, 10% wetland, etc.

Staff Comment

Comments will be addressed through subsequent policy development. Restoration policy and direction will be developed through the official Plan update.

10. Wildlife Crossing

- Wildlife corridors across major arterial roads (e.g. Gordon St. should be minimized.
- Ensure that "turtles" and reptiles are included.
- Provision for safe wildlife crossings and Gordon Street and the hanlon should be provided.
- Backyard encroachment into corridors/crossings should be monitored e.g., garbage disposal, damage to trees, wildlife entrapment due to conflict between humans and animals.
- Deer crossing on, Gordon, south of Clair Road should be marked further north-west between Brock Rd. Nursery and Prior's Farm.

Staff Comments

The official plan will address policy and where applicable the need for detailed guidelines to address Wildlife habitat including the wildlife crossing provisions.

EIS are required to address impacts were wildlife cross roads.

Appropriate road/highway crossings policies will be addressed to reduce wildlife impacts and driver safety.

Human wildlife conflicts will need to be the subject of an education program aimed at reducing the real and perceived conflicts.

General Comments

- 1. The Natural Heritage Strategy stresses the importance of Natural Areas to the City of Guelph but makes no provision for property tax reductions or tax credit for landowners that provide those essential natural areas for the benefit of all taxpayers in the City of Guelph.
- 2. The Natural Heritage System should be removed where it affects an identified future road and development.
- 3. Groundwater criteria are absent; this is inconsistent with overall general policies to protect the Paris/Galt Moraine for groundwater.
- 4. City should acquire the lands in the Natural Heritage System to protect them.
- 5. Don't just do the minimum enrich and enhance the existing NHS by making the larger buffers to allow for further habitat protection.
- 6. There needs to be policy to speak to restoration including incentives.
- 7. Need tree protection by-law to regulate removal of trees to ensure a tree canopy that will increase the linkage of the NHS across the older urban area.
- 8. The Conservation Land Tax Credit should be applied within the City on all lands declared "natural heritage" not just provincially significant wetlands.
- There is a need for transition policies to address how existing applications will be considered and request that they be exempt from the proposed NHS designation and policies.

ATTACHMENT 4: Regarding expanding the Greenbelt to include the Paris/Galt Moraine



OFFICE OF THE MAYOR

City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5643 Fax: (519) 822-8277 Website: guelph.ca

October 19, 2007

Minister John Gerretsen Minister of Municipal Affairs and Housing 777 Bay St., 17th floor Toronto, ON M5G 2E5

Dear Minister Gerretsen:

Guelph City Council has asked that I write to you to request that portions of the City of Guelph be included in the Greenbelt to better protect the Galt-Paris Moraine. I have also written to the County of Wellington to encourage them to request to be included in the Greenbelt.

The City of Guelph depends on groundwater for its drinking water. It is essential that the Galt-Paris Moraine's key value as a major recharge area to the City is protected. The Moraine filters the water that recharges aquifers for the municipal water systems of Guelph, and also for Wellington County, Waterloo Region and Brant County,

Natural areas in southern Ontario are facing increased threats from land use change and development. The protection of natural features should not be left up to good land stewardship practices by landowners, or land use planning by local municipalities. A Greenbelt extended to include Guelph and Wellington County would better protect the Galt-Paris Moraine from increasing development pressures, and thereby help to protect our municipal drinking water supply.

On behalf of Guelph City Council, thank you for your consideration of this request.

Sincerely

Karen Farbridge

Mayor

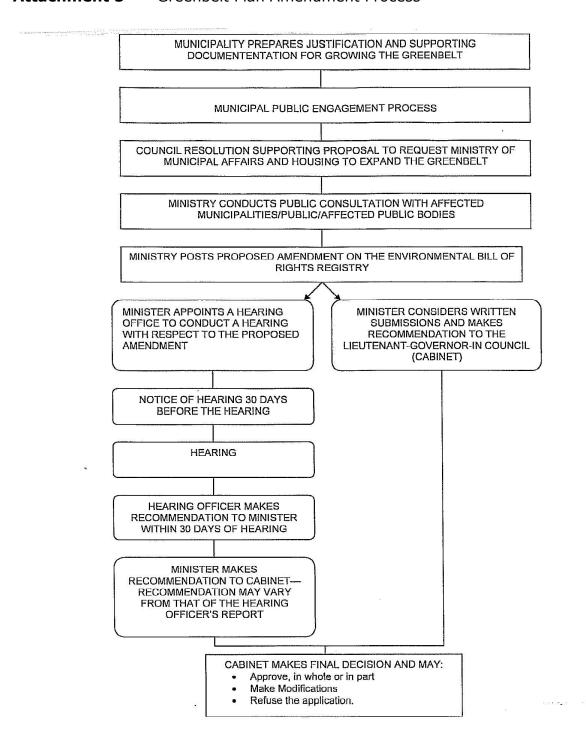
Cc:

Hon. David Ramsay, Minister of Natural Resources Hon. Laurel C. Broten, Minister of the Environment

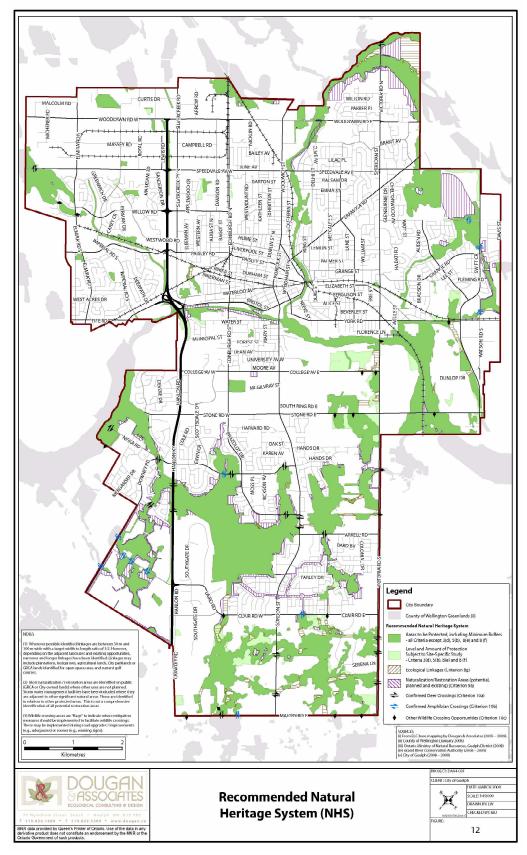
Liz Sandals, MPP

ج أحمل

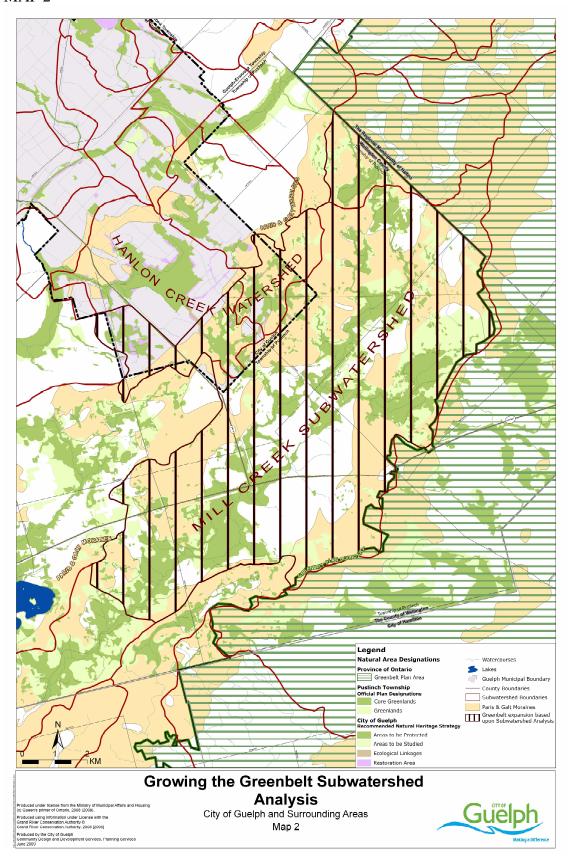
Attachment 5 Greenbelt Plan Amendment Process

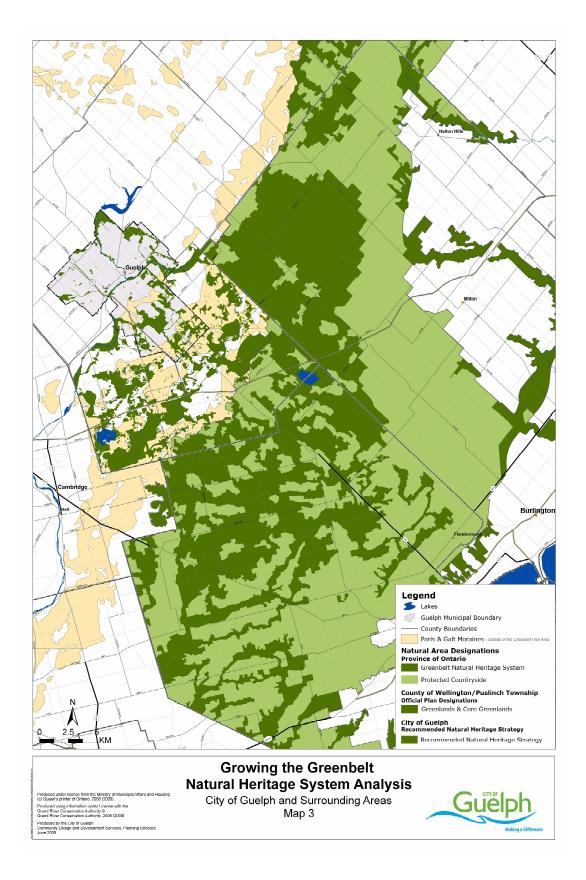


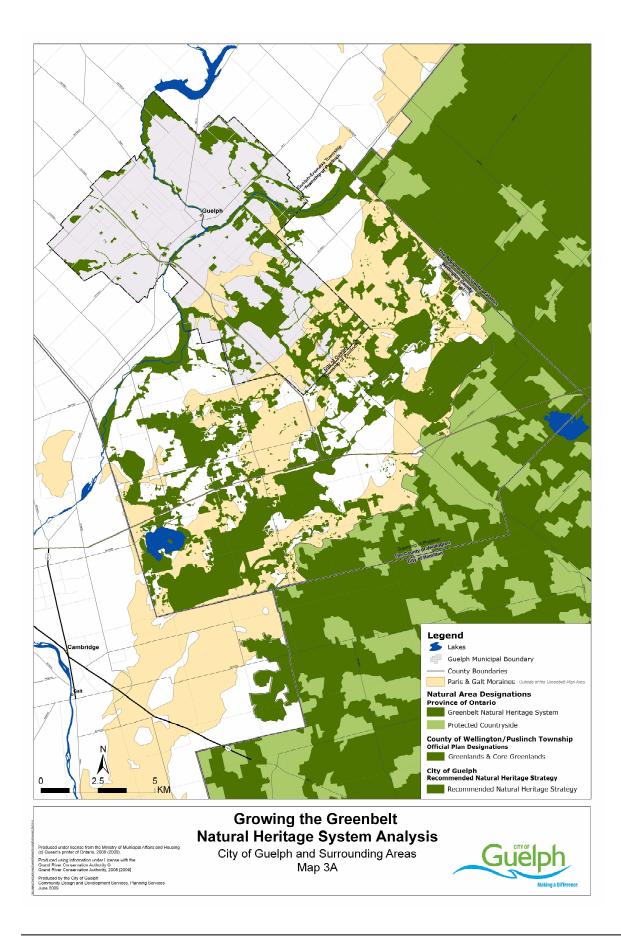
MAP 1 Figure 12 – Recommended Natural Heritage System – Natural Heritage Strategy (Phase 2) March 2009



MAP 2







COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT Bicycle Policy

REPORT NUMBER 09-61

RECOMMENDATION

"THAT the Community Design and Development Services Report 09-61, on 'Bicycle Policy', dated July 20, 2009, be received;

AND THAT Council approve a policy to provide demarcated bike lanes instead of bike routes as part of reconstruction of arterial roadways that are not identified in the OP as having either bike lanes or bike routes;

AND THAT Council authorize staff to undertake retrofit construction to include bike lanes in sections of roadways that are designated to include bike lanes but are not scheduled for full reconstruction in the near term."

BACKGROUND

The Official Plan and the Transportation Master Plan provide the current policy framework for developing and implementing programs and initiatives to facilitate bicycle use in Guelph. In regard to physical infrastructure facilities to accommodate bicycle use, the current Official Plan identifies the on-street bike network including bike lanes and bike routes on specific roadways, while off-street bicycle paths are identified in the Trails Master Plan.

Following the recommendations of the 2005 Transportation Master Plan, the City has initiated a Transportation Demand Management (TDM) program focused on reducing automobile usage by encouraging the use of walking, cycling and transit modes. As part of the TDM program, a Bicycle-Friendly Guelph Plan is currently being developed to provide the framework for future physical infrastructure improvements and social infrastructure initiatives to triple the current use of cycling in the City.

Council authorized staff to "proceed with developing a bicycle transportation plan, including financing plan and implementation strategy, to make Guelph a bicycle-

friendly city" (Report 08-55) on May 8, 2008. The Bicycle-Friendly Guelph Plan is scheduled to be completed in 2010. In the meantime staff have been including bicycle lanes as part of road reconstruction on all arterial roads and some collector roads in order to expand the cycling network on the City's road system beyond what is currently identified in the Official Plan. Staff have also been undertaking a number of cycling promotional measures, such as the Bicycle-Friendly Guelph launch event. The purpose of this report is to outline these measures in the context of developing the Bicycle-Friendly Guelph Plan and offer an interim implementation policy.

REPORT

Promoting increased use of cycling has three objectives as well as benefits. First, as an active mode of transportation, cycling contributes to developing a healthy community. Second, it contributes to reducing the reliance on automobile usage and the traffic congestion it creates. Third, as an essential part of the transportation strategy to realize the objectives of the City's Community Energy Program, cycling would contribute to reducing energy usage as well as Green House Gas (GHG) emissions.

The Bicycle-Friendly Guelph Initiative that is now underway is premised on actions in five areas identified as the 'Five-Es' for promoting cycling usage. They are: Engineering, Enforcement, Encouragement, Evaluation and Education. The Engineering component primarily involves providing and maintaining bicycle infrastructure as well as enhancing the integration of cycling with other modes.

Attachment 1 illustrates the on-street bicycle network identified in the current Official Plan. The network provides for bike lanes and bike routes on selected arterial and a few collector roads. On-street bike lanes are 1.5 m wide, measured from the end of curb and demarcated exclusively for bicycles; bike routes provide wider curb lanes of 4-4.5 m, without demarcation, to accommodate both vehicles and cycles (the vehicle lanes alone are 3.5 m wide).

There is a strong preference among those who use bicycles for non-recreational purposes (e.g. home-work, home-school trips) to have on-street bike lanes as opposed to on-street bike routes, or off-street multi-use trails. Designated on-street bike lanes are safer than unmarked on-street bike routes, and provide more direct connections between trip ends than off-street trails. On-street bike lanes are also included in roadway winter maintenance unlike off-street trails.

As a result, there have been increasing requests to provide a more extensive network of on-street bike lanes than what is identified in the current Official Plan. Engineering Services Division, including TDM and Design and Construction staff, has responded to these requests by undertaking the following measures:

1) Continue to include new bike lanes in the reconstruction of roadways that are identified in the Official Plan (OP) as having bike lanes: This has always been the practice and is being continued - e.g. many sections in the Gordon-Norfolk-Woolwich corridor.

2) Provide demarcated bike lanes instead of bike routes as part of reconstruction of arterial roadways that are currently designated as bike routes in the OP: The reconstructed Clair Road and Stone Road east of Victoria Road include demarcated bike lanes instead of bike routes. Similarly bike lanes will be provided on Stevenson Road and Victoria Road (north of York Road) as part of future reconstruction.

- 3) Include bike lanes as part of reconstruction of arterial roadways that are not identified in the OP as having either bike lanes or bike routes: Examples in this category include Arkell Road and Eastview Road which have been designed/constructed to include bike lanes even though they are not identified as roadways with bike lanes or bike routes in the OP.
- 4) Undertake retrofit construction to include bike lanes in sections of roadways that are designated to include bike lanes but are not scheduled for full reconstruction in the near term: At present there are no bike lanes in the section of Gordon Street between Harts Lane and Kortright Road and in the section of Stone Road west of Victoria Road. Neither of these road sections is slated for life-cycle reconstruction in the short-term. However, the two sections are included in the infrastructure stimulus projects approved for Federal and Provincial funding and will be reconstructed with bike-lanes in 2010-11. The construction of bike lanes in these sections will provide continuous bike lanes in two of the most heavily used bicycle corridors in Guelph.

Of the four categories outlined above, the first category of providing bike lanes on OP-designated roadways is usually the most straightforward undertaking, as bike lanes are included from the outset of project identification. In the second and third categories, where bike lanes are included in the later stages of the project, problems arise with respect to property requirements and cost of utility relocations. The problems in the fourth category involve the removal and replacement of the curb and the drainage system and may also require utility relocations.

A total of 50 lane-km of new bike lanes (2 lanes per road) have been built in Guelph over the last ten years. An estimated 60 lane-km of additional bike lanes are required to provide bike lanes on all arterial roads in Guelph, a third of which are identified as growth related bike lanes and the remainder would be in non-growth areas. A Development Charges Account has been created to provide for the growth portion of bike lanes constructed in new growth areas. It is recommended that as a interim policy that bike lanes in other arterial road sections will now be included as part of road reconstruction from the early stages of individual projects. Each project including budget is subject to Council approval prior to implementation.

The Bicycle Friendly Guelph Initiative and the resulting Bicycle Master Plan will integrate the network of on-street bike lanes and off-street multi-use trails and establish convenient connections between them to facilitate a comprehensive system of bicycle infrastructure that could be used for a variety of trip purposes by both utilitarian and recreational users.

In addition to identifying physical infrastructure, the Bicycle Master Plan will also identify supporting social infrastructure through recommendations within the Five-Es (Engineering, Enforcement, Encouragement, Evaluation and Education) framework. A number of supporting initiatives have already been identified for implementation: Transit-Bicycle integration by providing bike-racks on buses, which will be launched in August 2009; a user-friendly Cycling Map; Bicycle User survey to identify priorities and problems; and enforcement measures to improve cyclist safety.

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

FINANCIAL IMPLICATIONS

Each capital works project will contain the estimated costs of constructing bicycle lanes.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment 1 – Official Plan, Schedule 9 C: Bicycle Network Plan

Prepared By:

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

Sou(Phili

Endorsed By:

Richard Henry, P.Eng.,

City Engineer

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

Recommended By:

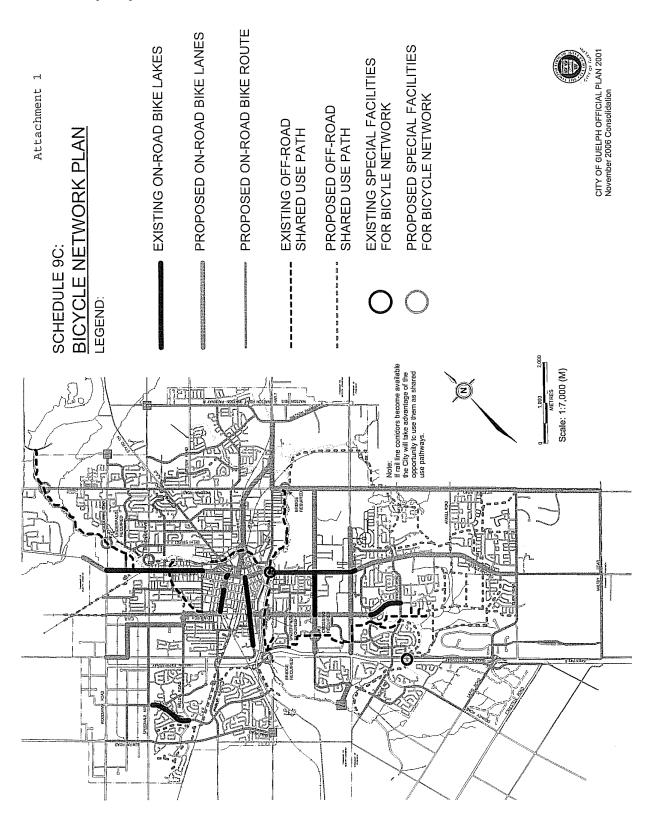
James N. Riddell

Director, Community Design and Development Services

(519) 837-5617, Ext. 2361

jim.riddell@guelph.ca

T:\ENGINEER\Engineering Council\2009



ecoMOBILITY PROJECT BUDGET Bicycle-Friendly Guelph Initiative

TABLE B.1 TOTAL BUDGET (ALL YEARS)

Initiative	Budget	(Guelph) (cash)	(Guelph) (in-kind)	(Other sources)	Canada
1) Gap Analysis					
Summer student TDM Assistant to assist with gap analysis (also with drafting of BTP)	\$28,800	(included in staff time calculations)			\$28,800
2) Surveys					
Consulting for design and analysis	\$30,000				\$30,000
3) Public consultation					
Facilitation of workshops	\$4,500				\$4,500
Focus Group Workshops	\$3,000				\$3,000
Guelph Cycling Advisory Committee (9 meetings/year)	\$1,800				\$1,800
4) Drafting of Bicycle Transport (BTP)	ation Plan				
(costs included in GCAC meetings and staff time*)					
5) Implementation of the BTP					
Consulting for social marketing, facility design	\$50,000				\$50,000
Cycling infrastructure/network	\$6,510,800	\$6,510,800			
Community Events	\$59,000		Estimated at \$53,000	(TBD)	\$6,000
Miscellaneous Budget Items					
Travel/Participation	\$3,000				\$3,000
PROJECT TOTALS	\$6,690,900	\$6,510,800	\$53,000	TBD	\$127,100
Percentage of total * staff time included in "cycling infrastructure/ network"	100%	97.3%	0.8%	TBD	1.9%

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT Changes to Administrative Procedures for Lodging

Houses and Accessory Apartments

REPORT NUMBER 09-60

RECOMMENDATION

"That the Community Design and Development Services Report 09-60 regarding the Administrative Procedures for Lodging Houses and Accessory Apartments, dated July 20, 2009, be Received;"

"That staff be directed to report back with a proposed amendment to the Business Licensing By-law, to require Lodging Houses to have a business licence;"

"That staff be directed to prepare an amendment to the Zoning By-law to require a licensing process in order to establish priority for lodging houses" and

"That staff be directed to report back with a proposed amendment to the Registration of Two-Unit Houses By-law Number (1997)-15392, to incorporate the expiration of registration after three years to require the reinspection of these properties."

BACKGROUND

This report is in response to the following resolution from the Community Design and Environmental Services Committee's March 30th and April 7th 2009 meeting:

"THAT staff be directed to report back with a recommendation on a bylaw amendment process relating to the administrative procedures used for certification of Lodging Houses and Accessory Apartments."

This resolution is based on public concern about the lack of a clearly defined process for reviewing lodging house certification applications.

Shared Rental Housing Regulation Review

From 2003-2005 staff conducted a review of regulations and processes relating to shared rental housing in Guelph. The two common forms of shared rental housing in Guelph are lodging houses¹ and accessory apartments. These forms of housing are regulated through the Zoning By-law as well as the Provincial Fire and Building Codes. The goal of this review was to ensure an adequate and safe supply of affordable rental housing in the City of Guelph while addressing issues identified by the community and City staff.

The staff review, together with extensive public input, resulted in over 50 issues being identified and recommendations for enhancement to public education, by-law enforcement, zoning regulations and administration. Following Council approval in June 2005, staff implemented the recommendations of the staff report to improve shared rental housing for tenants, landlords and neighbours (the recommendations can be viewed on the City's website: guelph.ca, use quicklinks menu to find "shared rental housing").

REPORT

1. Lodging House Process

Lodging houses are regulated under the Zoning By-law and certified by the City under a voluntary certification program if they meet fire and building code requirements. The Zoning By-law allows lodging houses in single detached housing zones provided that a 100 metre separation distance is maintained between lodging houses and adequate parking and amenity area regulations are met. Voluntary certification is renewed annually provided fire and property standards requirements are met upon inspection.

Currently there are 49 certified lodging houses in the City compared to 45 licensed lodging houses in 2001. On average only a few new applications for lodging houses are received every year. The Zoning By-law requires that the minimum separation distance between lodging houses is 100 metres.

a) The Current Certification Process

Under the current certification process in order to ensure the 100 metre distance separation, precedence is given to the first application or notice of intended application for lodging house certification. Since this process relies upon voluntary applications for certification in order to determine priority, issues have arisen when more than one applicantion has been applied for within 100 metres at the same time.

The voluntary certified lodging house process has worked well for properties that have taken part and they have rarely been the cause of complaints. That being said, few additional properties have come forward to be certified despite the

¹ Lodging houses are defined in the City of Guelph Zoning By-law. A "Lodging House Type 1," means any *Place,* including but not limited to a *Dwelling Unit*, that is used to provide 5 or more *Lodging Units* for hire or gain directly or indirectly to persons.

regulatory changes from the shared rental house review. Newly created or existing lodging houses that are not certified continue to be communicated to staff through public complaints.

b) Previous Licencing Process for Lodging Houses

Prior to the shared rental housing review, lodging houses were required to be licensed under the City's Business Licensing By-law. During the Shared Rental Housing Review, staff recommended that the lodging house licensing requirement be repealed for two main reasons. First, during the legal review of lodging house regulations in 2004 it was determined that the *Municipal Act* prohibited the licensing of "residential units". It was difficult for enforcement staff to collect sufficient evidence to distinguish between a lodging house and a residential unit. Secondly, staff wished to encourage lodging house owners to come forward to have their lodging houses inspected to ensure they met safety requirements. In place of the licensing requirement, staff recommended a voluntary certification process for lodging houses. The Zoning By-law amendment pertaining to lodging houses was approved by Council in July, 2006.

In 2007, the *Municipal Act* was revised and the regulations that prohibited licensing residential units were removed. Therefore lodging houses can now be regulated through licensing. A recent staff review found that many municipalities currently require business licences for lodging houses including Waterloo, Kitchener, Brantford, London, Mississauga, Windsor, Oakville and Kingston.

As such, staff recommend that the Business Licensing By-law be amended to require a licence for lodging houses. Annual inspections for fire safety and property standards requirements should be continued and be made part of the licence renewal process. Reinstating the lodging house licensing requirement would provide the City with a means of enforcement against owners that do not comply with the licence conditions or that choose to operate without a licence. In addition, the requirements of the Zoning By-law, the Building Code and the Fire Code would continue to apply. The licensing application process would also be used by the City as a mechanism for establishing priority for the 100 metre separation distance in the Zoning By-law, and all licence applications would require the signed concurrence of the registered owner. An administrative amendment to the Zoning By-law would be required to recognize the licensing process.

2. Accessory Apartment Process

Accessory apartments are regulated under the Zoning By-law and are required to be registered by the City under the Two-Unit Houses Registration By-law (By-law number (1997)-15392). The Shared Rental Housing Regulation Review recommended changes to the accessory apartment regulations in the Zoning By-law to ensure they acted as subsidiary units and were more compatible with existing residential neighbourhoods. The Zoning By-law allows accessory apartments in single and semi-detached houses provided that adequate lot size is available to meet the need for additional parking and the size of the accessory unit and number of bedrooms are limited (a maximum of 80 square metres and two bedrooms).

The current registration process for accessory apartments has been working well. On average there are approximately 100 new units registered every year. A total of 1449 units have been registered since 1995. A survey of accessory apartment owners in 2005 revealed that 72 percent of houses with accessory apartments were occupied by the owner and that 10 percent of owners considered their accessory apartment to be temporary and planned on removing it within 2-10 years.

Accessory apartments are generally viewed by staff as a positive addition to the housing mix in the City. They provide affordable rental units and are encouraged by the Province as a way of providing residential intensification both in the Provincial Policy Statement and in the Growth Plan for the Greater Golden Horseshoe.

A concern with the current accessory apartment registration process is that there is currently no method to reinspect accessory units to ensure that they are being maintained to building and fire code requirements. Once a unit receives its registration, reinspection only happens at the request of an owner or if a complaint is made. Also, staff have no way of knowing how many accessory apartments are still in use or if they have been removed.

To improve administration and ensure the safety of occupants, staff recommend altering the registration process for accessory apartments by placing a time expiration on the registration to require reinspection for compliance with the fire and building codes. Staff recommend that these properties be reinspected at least every three years (both newly developed and already existing accessory units). This will better ensure that these units are safely maintained and staff will be able to better monitor the number that exist and their location.

3. Next Steps

If Council adopts these resolutions, staff will develop and bring forward a report with the proposed lodging house licensing details, and amendments to the Business Licensing By-law, the Two-Unit House Registration By-law, and the Zoning By-law to incorporate the proposed changes.

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

Additional staff time will be required for follow up inspections and the increased administrative requirements given additional inspections that would be required with changes to the Two-Unit House Registration By-law. Any additional funding requirements will be brought forward as part of the operating budget process.

DEPARTMENTAL CONSULTATION

Staff from Planning, Building, Zoning, Clerks, Fire and Legal Services have been involved in the review of processes related to lodging houses and accessory apartments.

COMMUNICATIONS

None.

ATTACHMENTS

Schedule 1 – Resolution from March 30 and April 7, 2009 CDES Meeting

"original signed by Katie Nasswetter"

"original signed by Marion Plaunt"

Prepared By:

Katie Nasswetter Senior Development Planner 519-837-5616, ext 2283 katie.nasswetter@quelph.ca

"original signed by James Riddell"

Recommended By:

Marion Plaunt Manager of Policy Planning and Urban Design 519-837-5616, ext 2426 marion.plaunt@guelph.ca

Recommended By:

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

P:\Planning&DevelopmentServices\Planning\CD&ES REPORTS\2009\(09-60)(07-20) SRH Process Report (Katie N).doc

SCHEDULE 1

Council Resolution



and Development Services

APR 2 7 2009

April 24, 2009

Mr. J. Riddell
Director of Community Design
& Development Services

Dear Mr. Riddell:

At a meeting of the Community Development and Environmental Services Committee held on March 30 and April 7, 2009, the following resolution was adopted:

"THAT staff be directed to report back with a recommendation on a bylaw amendment process relating to the administrative procedures used for certification of Lodging Houses and Accessory Apartments."

Yours truly,

Tina Agnello Deputy City Clerk

TA:db

City Hall 1 Carden St Guelph, ON Canada N1H 3A1

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

guelph.ca

COMMITTEE REPORT



TO Community Design and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT Wellington Street Dam and Parklands Agreement

REPORT NUMBER 09-67

RECOMMENDATION

"THAT the Community Development and Environmental Services Report 09-67, dated July 20, 2009, regarding the Wellington Street Dam and Parklands Agreement **be Received**; and

THAT staff investigate the physical condition of the Wellington Street Dam and the financial, environmental and liability implications of the possible control and maintenance of the dam structure and report back on the results before Council makes a decision regarding whether to accept responsibility for the lands and infrastructure;

THAT staff continue to work with the Grand River Conservation Authority to resolve the issues associated with the expired agreement;

THAT staff hold initial public consultation sessions to gauge the public interest in the long term operation and possible removal of the Wellington Street Dam;

THAT staff investigate the possibility of undertaking a Municipal Class Environmental Assessment (EA) under Schedule "B" to assess the long term operation including possible removal of the dam structure and the downstream weir structures;

AND THAT this project be considered for the 2010 Capital Budget."

BACKGROUND

The Wellington Street Dam, located west of Gow's (MacCrae) Bridge on the Speed River, was constructed in 1958. At the same time, the City entered into a fifty year agreement with the Grand Valley Conservation Authority (known today as the Grand River Conservation Authority (GRCA)) for the operation and maintenance of the dam. The Agreement expired May 22, 2008. The GRCA is interested in transferring the ownership and maintenance of the dam structure and the associated lands to the City of Guelph.

History of the Dam

In 1958 the Conservation Authority, at the request of the City of Guelph, acquired lands and constructed a dam, dike and gates to control flows along the Speed River. The dam is known today as the Wellington Street Dam. It is believed that, at the time, Provincial infrastructure/ economic stimulus grants were available to Conservation Authorities to assist with the construction of flood control structures and river improvements in cooperation with local municipalities.

On May 22, 1958 the Grand Valley Conservation Authority and the City of Guelph entered into an agreement which outlined the control and management of the dam structure and the associated lands. At the time it was agreed that the Conservation Authority would retain ownership of the dam and the associated lands for a period of fifty years. This agreement expired May 22, 2008. The agreement states that:

"at the expiration of the said fifty years, upon Guelph agreeing to accept full responsibility for the scheme and undertaking to operate it according to good conservation practices, the Authority will transfer and convey to Guelph all its rights, title and interest in the scheme including all lands owned by the Authority used in this scheme."

Transfer of Ownership

City staff have had discussions with the GRCA concerning these issues. A meeting was held on February 25, 2009 with City and GRCA staff to discuss the proposed ownership transfer and a follow up letter was received from the GRCA on May 11, 2009. The letter states:

"Given that these lands are used primarily for municipal park purposes, and in consideration that the water control infrastructure has a negligible role in mitigating flood hazards, the GRCA proposes that the City of Guelph take full responsibility for both the lands and the infrastructure. GRCA staff are prepared to seek approval to transfer ownership of these assets at the request of the City of Guelph".

Further discussions will be required to clarify the full environmental, financial and liability implications of taking ownership of the structure.

REPORT

The following outlines the issues that will need to be considered and a recommended process.

1. Economic Considerations

The City of Guelph is currently maintaining the parklands adjacent to the dam structure. The dam itself is fifty years old. Correspondence from the GRCA indicates that Conservation Authority engineers recently completed a maintenance inspection and determined that some work is required at this time including: painting of the dam gates and superstructure and there is a need to repair/replace the two training walls downstream of the dam. The GRCA is forecasting this work will be completed in 2013 based on their current maintenance protocol. A full understanding of the cost implications will need to be addressed through discussions with the Conservation Authority.

The owner of the canoe operation at the "Boathouse" contacted staff to voice his concerns regarding the potential removal of the dam structure. Based on his knowledge of the Speed and Eramosa Rivers, it is his belief that the removal of the dam structure would reduce water levels significantly making the canoe operation unviable which currently provides approximately ten "person months" of employment per year.

2. Environmental Considerations

Both the Official Plan and the River Systems Management Plan aim to improve and enhance the natural character of the river systems.

Section 6.9.5 of the City's Official Plan provides:

"The City promotes the future naturalization and environmental enhancement of the Speed and Eramosa river valleys. It is hoped these measures will improve the rivers' water quality, fish habitat, prevent bank and steep slope erosion as well as provide the filtration for storm water run-off."

Section 6.9.5 of the Official Plan further provides for the removal of structural barriers through the following provision:

6.9.5.3 ..."the City will continue to investigate the feasibility of removing/modifying structured barriers in the Speed and Eramosa Rivers and their tributaries in order to permit natural stream process and the formation of the natural stream morphology. This review will be conducted in consideration of the original intent for the provision of the river/stream structure".

In addition, Section 7.0 – Objective 3 of the River Systems Management Plan recommends that the dam structure be removed for improved water quality, habitat

diversity, fish habitat, fish passage, and recreational benefits.

The River Systems Management Committee has been advised of the expiration of the agreement and endorsed the following resolution:

"That the River Systems Advisory Committee recommends City staff continue to work with the GRCA to resolve the issues associated with the expired agreement.

AND THAT staff investigate the full range of options including the feasibility of removing the Wellington Street Dam and the downstream weir structures" (June 17, 2009).

Since the construction of the Guelph Lake Dam, the Wellington Street Dam serves only a limited flood control function. However, the Wellington Street Dam may provide a low flow augmentation function with respect to the City's Waste Water Treatment Facility. Therefore, the opportunity to remove the dam and/or its functions should be explored in detail.

Staff have had preliminary discussions with the Conservation Authority, Trout Unlimited, and the University of Guelph Landscape Architecture Department regarding the possibility of assessing various management options for the dam structure. If directed by Council, a multidisciplinary team/partnership will be formed to define a review process and the assessment of alternative options for the structure as part of the agreement negotiations.

Discussions with the Conservation Authority regarding cost sharing of the analysis of the various management options will be necessary.

3. Social and Historical Considerations

The environmental benefits associated with the potential removal of the dam structure are reasonably well understood but will need to be further documented; however, these benefits must be balanced with the historical and social importance of the structure. Section 3.5.1 of the Official Plan states that:

"The City will encourage the restoration, protection, maintenance and enhancement of cultural heritage resources which include, but are not limited to, archaeological resources, built heritage resources and cultural heritage landscape resources."

Although the dam and weir structures have not been identified as having historic significance through the City's heritage inventories, the various management options may impact the current views and character of Royal City Park. According to the "Guelph Parks and Recreation 1830-1960" written by Ross W. Irwin, the Royal City Park lands were purchased by the City in 1910 for recreation purposes.

The importance of this park and the existing views will be an important

consideration in the long term management of the dam. In addition, the Chair of the River Systems Advisory Committee received correspondence from Heritage Guelph outlining the heritage significance of the dam structure. Consultation with Heritage Guelph will be an integral part of the process to determine the future management alternatives.

4. Liability

The liability associated with ownership and management of the dam is also a consideration that will need to be explored, e.g., liability in the event of a structural failure, implications of flooding, public safety, etc. The Ministry of Natural Resources is currently developing new regulations for dam safety under the Lakes and Rivers Improvement Act (LRIA). The provisions of the new regulations will also need to be considered.

In order to assess the impacts and management opportunities staff recommend that the City investigate the possibility of initiating a Municipal Class EA process to evaluate all alternatives and potential impacts, including possible removal. The EA process would likely take 1 -2 years and would include a full public engagement process.

Staff Recommendations

Based on this discussion, staff recommend the following actions:

- 1) that staff continue to investigate the physical condition of the Wellington Street Dam and the financial, environmental and liability implications of the possible control and maintenance of the dam structure and report back on the results before deciding to take responsibility for both the lands and the infrastructure:
- 2) that staff continue to work with the GRCA to resolve the issues associated with the expired agreement;
- that staff hold initial public consultation sessions to gage the public interest in the long term operation and possible removal of the Wellington Street Dam; and
- 4) that staff investigate the possibility of undertaking a Municipal Class Environmental Assessment (EA) under Schedule "B" to assess the long term operation and including possible removal of the dam structure and the downstream weir structures."

CORPORATE STRATEGIC PLAN

The acquisition and management of the Wellington Street Dam and the associated lands contributes to the City mission "to achieved excellence through leadership, innovation, partnerships and community engagement" through the following goals and objectives:

Natural Environment

A leader in conservation and resource protection/enhancement
6.1 – Coordinated management of parks, the natural environment and the
watershed

Government and Community Involvement

A community-focused, responsive and accountable government 5.4 – Partnerships to achieve strategic goals and objectives

Arts, Culture and Heritage

A vibrant and valued arts, culture and heritage identity 4.4 Intact and well managed heritage resources

FINANCIAL IMPLICATIONS

At this time the full cost of acquiring and managing the dam structure and associated lands has not been determined. Historically, the City has maintained the park lands adjacent to the dam. Additional costs associated with the possible transfer of ownership may include:

- Cost of obtaining a structural assessment of the dam by a qualified engineer;
- Costs associated with the repairs identified by the GRCA and the long term maintenance and/or possible removal of the structure; and
- Implementation of the Class EA process including retention of a consultant to conduct the Environmental Assessment on behalf of the City.

Capital budget resources would need to be provided for this project in the 2010 budget year.

DEPARTMENTAL CONSULTATION

Operations, Realty Services, Engineering and Community Design and Development Services

COMMUNICATIONS

NA

ATTACHMENTS

Schedule 1 - Letter received May 11, 2008 from the GRCA requesting that transfer of ownership take place.

Schedule 2 - Map 1 - Wellington Street Dam Location Map

"original signed by Suzanne Young"

Prepared By:

Suzanne Young Environmental Planner 519-822-1260 ext. 2356 suzanne.young@guelph.ca

"original signed by Marion Plaunt"

Recommended By:

Marion Plaunt
Manager of Policy Planning and Urban Design
519-822-1260 ext. 2426
marion.plaunt@guelph.ca

"original signed by Lois Payne for"

Prepared By:

Jim Stokes Manager of Property Services 519-822-1260 ext.2279 jim.stokes@quelph.ca

"original signed by Jim Riddell"

Recommended By:

Jim Riddell
Director of Community Design and
Development Services
519-822-1260 ext.2361
jim.riddell@guelph.ca

Recommended By:

Bill Barr, Acting Director of Operations

For:

Derek McCaughan
Director of Operations
519-822-1260 ext.2018
derek.mccaughan@quelph.ca

T:\Planning\CD&ES REPORTS\2009\(09-67)(07-20) Wellington Street Dam and Parklands Agreement.doc

Schedule 1 - Letter Received from GRCA - May 11, 2009

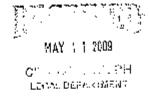


400 Clyda Road, P.O. Box 729 Cambridge, ON INTRISWS Phanic: 519.621.2753 If all free: d66.900.4722 Fax: 519.621.4844 Online: www.g a: cc ver.c.

May 7, 2009

Jim Stakes Manager of Realty Services City of Quelph 59 Carden Street Gnelph, Ontario Ni HBAI

Dear Mr. Stokes;



Re: Wellington Street Parklands and Dam

Further to our retent discussions regarding the lands and water control intrastructure owned by the Grand River Conservation Authority (GRCA) abutting Wellington Street in Guelph, I would like to confirm that the GRCA desires to continue discussions with the City of Guelph concerning the future of these assets.

The Corporation of the City of Griefph and the Grand Valley Conservation Authority extered into a filly (50) year Agreement for maintenance and control of those Authority owned lands and water control infrastructure in 1958. This agreement expired in May of 2008; following the expiry of this agreement, GRCA has continued to operate the water control infrastructure and the City of Guelph has continued to maintain the adjacent lands. Thave included an aerial photograph showing the location and boundaries of the subject property.

Oiven that these lands are used primarily for municipal park purposes, and in consideration that the water central infrastructure has a negligible role in mitigating flood hazards, the GRCA proposes that the City of Guelpis take full responsibility for both the lands and the infrastructure. GRCA staff are prepared to seek approval to transfer ownership of these assets at the request of the City of Guelph.

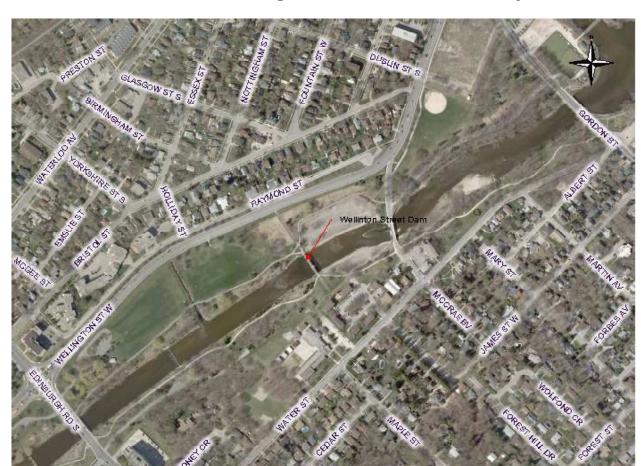
The City of Guelph and the GRCA have a long history of cooperation regarding these and other proporties in Guelph. GRCA hapes that you will give our proposal sincere consideration.

Yours cruly,

Michael Bradley Managar of Property (519) 621-2765 ext, 2210

Colebrating 76 gearst of watershed conservation :

 $\{S_t\}$, the $\{\{S_t\}_{t \in T}\}$ and $\{C_t\}_{t \in T}$ and a sum of a constant T



Schedule 2- Wellington Street Dam Location Map

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE July 20, 2009

SUBJECT FCM Green Municipal Fund Support for Guelph

Innovation District Secondary Plan

REPORT NUMBER 09-65

RECOMMENDATION

THAT Report No. 09-65, dated July 20, 2009 from Community Design and Development Services, regarding FCM Green Municipal Fund Support for the Guelph Innovation District Secondary Plan **Be Received**; and

THAT Council direct staff to apply for a FCM Green Municipal Fund Grant for the development of the Guelph Innovation District Secondary Plan as a sustainable community plan that includes a sustainable community vision and sustainability targets; and

That the City of Guelph request \$155,000 from FCM Green Municipal Funds to help offset total project costs of \$340,000 which were previously approved by Guelph Council.

BACKGROUND

Purpose

The Guelph Innovation District (GID) Secondary Plan (a.k.a. York District Study) was initiated in early 2005 to determine an appropriate land use and servicing strategy for the area. The Guelph Innovation 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. The majority of the lands are owned by the Province with the City and private landowners each accounting for roughly a quarter of the land area. 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".

Status of Work

The City ostensibly completed its Phase I Background Report and Phase II Land Use

Concepts Report by the end of 2006 through the consulting services of planningAlliance. In 2007, City work on the district was paused while the Province conducted its own research and stakeholder engagement process. In November 2007, the Province released the Authenticity Report which presented a mixed use business park, live/work development scenario for the lands. Work on Phase III, the development of a Secondary Plan for the area, is progressing.

Project Expansion and Integration

Since the initiation of this Study a number of significant initiatives have surfaced which greatly influence the strategic significance of the lands. The key initiatives and areas of integration include:

- Council endorsement of the vision, goals and directions of the Community Energy Plan in April 2007. The Community Energy Plan was developed by a consortium of stakeholders, including the City, as a long term look at how the community uses energy in Guelph, to identify future energy needs and to guide future efficient and sustainable energy use in the City;
- Council endorsement of a Local Growth Management Strategy in June 2008 with an implications analysis of the strategy approved in April 2009. The Local Growth Management Strategy proposes to meet an additional 54,000 people and 32,400 additional jobs by 2031 within the City's current boundaries. Lands within the Guelph Innovation District are expected to support 3,000 5,000 people and 8,000 10,000 jobs. The Local Growth Strategy is the City's response to the Provincial Growth Plan for the Greater Golden Horseshoe;
- Development of a Natural Heritage Strategy is underway. This work includes the identification of a natural heritage system which identifies key natural features for protection;
- Conservation of identified cultural heritage resources is underway. There are nine cultural heritage resources identified within the GID. A Conservation Plan is being developed by the Ontario Realty Corporation for one of the sites, the reformatory complex, which will identify the cultural heritage features of the site that warrant long term protection; and
- Development of an Economic Development Cluster Strategy for the area is underway that will create research, development and green jobs that draw upon Guelph's strengths in agricultural, environmental and life science areas.

Vision

The future vision for these lands has evolved since the onset of this work in 2005. At the current time the emerging vision for these lands embrace the following components:

- Higher density innovative employment area that focuses on green economy/green collar jobs;
- Eco-business Park;
- Urban Village (Complete Community);
- · Opportunity to work, live, play and learn;
- Integrated energy master plan/zoning; and
- Excellence in urban design, energy planning (efficiencies, renewable sources, distribution systems), environmental/cultural stewardship and

compact/complete community development.

The holistic and integrated approach emerging clearly leads to the development of the Guelph Innovation District Secondary Plan as a sustainable community plan that includes a sustainable community vision and sustainability targets.

REPORT

The development of an appropriate land use policy framework for the Guelph Innovation District is of significant interest to community stakeholders and is a top priority of Council. The increased scope of work for Phase III combined with the sustainable/integrated direction of the Secondary Plan, makes it an excellent fit with FCM's Green Municipal Funding, which will help offset project costs.

Scope of Work and Timing

The Secondary Plan will include:

- Community Energy Plan Integration The Plan will provide a framework for implementation, including, but not limited to, opportunities for:
 - Energy Efficiency: site orientation, building standards, green roofs, grey water recapture;
 - Renewable Energy Sources: solar thermal, solar photovoltaic, wind energy, hydro generation, geothermal; and
 - Distributed Energy System(s): use of heat from proposed cogeneration (Combined Heat and Power, (CHP)) at Cargill and the Waste Innovation Centre and other locations, linkages with Guelph Hydro and energy from methane, district heating (e.g. existing boiler serves the reformatory lands at present), development of CHP systems and the preparedness of the development to connect to a city-wide district energy network.
- Development of an Innovative Economic Development Cluster for the area that will create research, development and green jobs that draw upon Guelph's strengths in agricultural, environmental and life science areas;
- Development of an Urban Village on the site which in conjunction with the employment land will function as a complete community in accordance with the Provincial Growth Plan for the Greater Golden Horseshoe;
- Provision for affordable housing;
- Conservation of Cultural Heritage Resources including their protection from development and reuse where appropriate;
- Protection of a Natural Heritage System; and
- Development of urban design guidelines including 3 D modelling.

A draft secondary plan is scheduled for completion in winter 2009 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 2010.

FCM Funding Request

There is a natural and undeniable fit between the development of a Secondary Plan for the Guelph Innovation District and the intent behind FCM's Green Municipal Fund for the development of Sustainable Community Plans. The City's expectations for

the Secondary Plan fit closely with the criteria setout in the Green Municipal Fund application guidelines. GMF Criteria are attached as **Attachment 1**. In particular, the Plan is being developed by the City of Guelph (municipal government) and integrates the sustainability issues across various municipal departments including Environmental Services, Engineering, Economic Development and Tourism, and Policy Planning and Urban Design. The Plan will serve as a pilot and test the implementation of various City wide sustainable initiatives, within a defined neighbourhood (Guelph Innovation District), including the Community Energy Plan and Local Growth Management Strategy, which supports the complete community concept in the Provincial Growth Plan for the Greater Golden Horseshoe. The work will set a new foundation for development across the City and serve as a resource for other communities embarking on sustainable initiatives. The Plan will set out the policy framework for an Innovation District with a strong emphasis on learning, knowledge and the sharing of ideas.

The work plan ensures that Council, Community members and other stakeholders are kept informed and engaged in the process, findings, and completion of project milestones. The ultimate goal is the incorporate the sustainable Secondary Plan within the City's Official Plan.

Under FCM's Green Municipal Fund, municipalities may apply for 50% of eligible costs up to a maximum of \$350,000. Eligible costs include consultant fees and 10% of in-kind staff time. The budget for consulting fees for the Guelph Innovation District Secondary Plan is set at \$310,000, excluding GST. Total project costs are budgeted at \$340,000. It is recommended that the City apply for \$155,000 in funding to help offset costs.

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 completion of the Secondary Plan is budgeted at \$340,000. If successful, FCM Green Municipal Funds requested will offset \$155,000 in the budget.

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.

In addition, staff are included in discussions of key related projects which include the Community Energy Plan (Environmental Services) and the Economic Development Cluster Strategy for the Guelph Innovation District (Economic Development and Tourism.

COMMUNICATIONS

A comprehensive public consultation process has been followed during Phases I and II of the project. The Province continues to be an active participant.

Public and stakeholder consultation will continue through the Phase III process and will provide further opportunities to comment throughout the Secondary Plan process. Information on this project continues to be updated on the City's website. An integrated web page is under development which will coordinate work related to the Guelph Innovation District including the Secondary Plan, Community Energy Plan and Economic Development Cluster Strategy.

ATTACHMENTS

Attachment 1 - Green Municipal Fund Grants for Sustainable Community Plans – Application Guidelines

"original signed by Joan Jylanne"

Prepared By:

Joan Jylanne Senior Policy Planner 519 837-5616 x 2519 joan.jylanne@guelph.ca

"original signed by Marion Plaunt"

Recommended By:

Marion Plaunt
Manager of Policy Planning and Urban Design
519 837-5616 x 2426
marion.plaunt@guelph.ca

"original signed by James Riddell"

Recommended By:

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

P:\CD&ES REPORTS\2009\ (09-65) (07-20) Green Municipal Fund Support for Guelph Innovation District Secondary Plan.doc

Attachment 1

Green Municipal Fund Grants for Sustainable Community Plans

Application Guidelines

Federation of Canadian Municipalities 24 Clarence Street Ottawa, Ontario K1N 5P3

www.sustainablecommunities.fcm.ca Telephone: 613-241-5221

Fax: 613-244-1515





Green Municipal Fund, Grants for Sustainable Community Plans: Application Guidelines Version 10, 2 January 2008

The Application Guidelines and application forms for the Green Municipal Fund are available in English on the Federation of Canadian Municipalities' Centre for Sustainable Community Development website www.sustainablecommunities.fcm.ca.

Les lignes directrices et les formulaire pour le Fonds municipal vert son disponible en français sur le site Web du Centre pour le développement des collectivités viables de la Fédération canadienne des municipalities www.collectivitesviables.fcm.ca>.

Table of Contents

mroc	luction		2
1.	Abou	t These Guidelines	2
2.	Abou	t the Green Municipal Fund	2
3.	What	Is Eligible for a GMF Grant?	2
4.	Gran	ts for Sustainable Community Plans	3
	4.1	Who Can Apply?	
	4.2	Application Process	3
Appli	cation	Requirements	3
5.	Crite	ria	3
	5.1	Eligibility Criteria	3
	5.2	Rated Criteria	4
6.	Othe	r Requirements	5
	6.1	GMF Sectors	5
	6.2	Environmental Targets	
	6.3	Key Milestones	5
Criter	ria for l	Eligible Costs	6
7.	Eligif	ble Costs	6
	7.1	Eligible Cash Costs	6
	7.2	Eligible In-kind Costs	6
	7.3	Ineligible Costs	
	7.4	Activities Excluded from Funding	. 7
Revie	ew, App	proval, and Disbursement	. 7
8.	Appl	ication Review Process	. 7
9.	Appl	ication Approval Process	. 9
10.	Cont	racting and Disbursement	10
Acco	untabi	lity Requirements	10
11.	Acco	ountability	10
	11.1	Other Sources of Funding	10
	11.2	Recognition Requirements	10
	11.3	Reporting Requirements	10
	11.4	Duty to Inform	11
Glos	sarv		1



Introduction

About These Guidelines

The guidelines explain how to apply for a Green Municipal Fund (GMF) grant to develop a <u>sustainable community plan</u>.

Note: Throughout these guidelines and other GMF documents the term "plans" refers to sustainable community plans. The term "municipalities" refers to municipal governments as defined by the GMF Funding Agreement with the Government of Canada (see the Glossary for more information).

About the Green Municipal Fund

GMF is a long-term source of financing for municipalities and their partners to develop communities that are more environmentally, socially, and economically sustainable.

The Government of Canada endowed the Federation of Canadian Municipalities (FCM) with \$550 million to establish GMF. The Fund

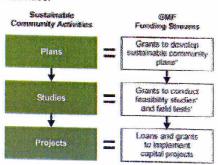
- provides low-interest loans and grants to municipalities that deliver leading examples of sustainable development; and
- builds capacity and shares the knowledge and experience gained by municipal leaders through GMFfunded studies and projects.

GMF is managed by FCM and operates at arm's length from the federal government. For more information, see the FCM Centre for Sustainable Community Development website at

..

3. What Is Eligible for a GMF Grant?

GMF has three funding streams that finance three types of sustainable community activities:



* See the Glossary for definitions of these terms.

Each funding stream is subject to specific prerequisites. For example, when submitting an application for a GMF grant, the applicant must include a municipal council resolution that commits the municipality to establishing a sustainable vision and targets.

The application forms and Application Guidelines for each funding stream are available on the FCM Centre for Sustainable Community Development website at

www.sustainablecommunities.fcm.ca>.

Note: GMF invests in the plans, studies, and projects that provide the best examples of municipal leadership in sustainable development and from which other municipalities can learn and apply.



4. Grants for Sustainable Community Plans

GMF grants can reimburse up to 50% of the total <u>eligible costs</u> of a plan, up to a maximum grant amount of \$350,000.

In the 2008–2009 fiscal year, FCM will approve between \$8 million to \$12 million in grants for plans, feasibility studies, and field tests.

4.1 Who Can Apply?

Only municipalities or wholly owned municipal corporations applying in partnership with a municipality can submit an application for a grant to develop a plan.

4.2 Application Process

Applicants can apply for a grant for a sustainable community plan throughout the year. The application process requires the completion of two forms:

- Part A Intent to Apply; and
- Part B Detailed Application.

If the Intent to Apply form is accepted, applicants will be invited to complete and submit the Detailed Application.

Application Requirements

5. Criteria

5.1 Eligibility Criteria

FCM will review the Part A – Intent to Apply form to ensure the <u>Lead Applicant</u> and the proposed plan are eligible for GMF funding. The application must meet the eligibility criteria described in Table 1.

Table 1: Eligibility Criteria for a Sustainable Community Plan

	Criteria
Lead Applicant	The applicant must be a municipal government; or corporation wholly owned by a municipality applying in partnership with a municipal government.
Commitment to Establish Vision and Targets	The <u>Lead Municipality</u> must provide a municipal council resolution demonstrating its commitment to establishing a sustainable community vision and <u>sustainability targets</u> in the plan.
Scope of Plan	The plan must integrate sustainability issues across municipal departments and service areas for an entire municipality and its community (community-wide level) or for an entire neighbourhood.
Commitment to Complete Key Milestones	The Lead Applicant must commit to completing the key milestones and activities required by FCM (see Section 6.3 for more information).



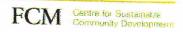
	Criteria
Commitment to Report	The Lead Applicant must commit to provide progress and completion reports on the results of the plan and the "lessons learned," and to provide a summary of eligible expenses incurred, with copies of supporting invoices.
Adoption of the Plan	The Lead Municipality must commit to approving the sustainable community plan, its vision, and its targets once the plan is completed. Proof of council approval is a condition of the final grant disbursement.
Eligible Costs	The costs proposed for the plan must meet the criteria for GMF eligible costs (see Section 7, "Eligible Costs").
Financial Commitment	The Lead Municipality must make a minimum 10% cash contribution toward the eligible costs of the plan.
Provincial/Territorial Consultation	The Lead Applicant (with the exception of Quebec) must provide a copy of its letter of consultation sent to its provincial or territorial government's municipal affairs representative. For a sample letter of consultation, see the FCM Centre for Sustainable Community Development website at www.sustainable.communities.fcm.ca

5.2 Rated Criteria

The Part B – Detailed Application is assessed by an independent <u>Peer Review Committee</u> against the rated criteria listed in Table 2. Applications must obtain a score of 70 to be recommended for funding.

Table 2: Rated Criteria for a Sustainable Community Plan

		Maximum Score
Sustainability Approa	ach	333.0
Linkages to Existing Plans	How the plan will fit and work with existing plans and policies within the community	10
Systems Approach	Appropriate explanation of how inputs and outputs and upstream and downstream impacts will be examined and addressed; and how the plan will be cross-departmental in purpose, scope, and implementation	15
Sustainability Considerations	How the municipality will establish short-, medium-, and long-term sustainability targets; and how the municipality will work towards and measure the targets	15
Innovation and Know	ledge Sharing	
Innovation	The plan or its approach will contribute to the demonstration or adoption of innovative practices for a region or community of a different size	5
Replication Potential	Upon completion of the plan, findings and lessons learned have potential to be relevant to and applied in a wide range of municipalities across Canada	10
Knowledge Need	The plan will result in knowledge that can benefit other communities interested in sustainable development	5
Knowledge-sharing Potential	The plan has the potential to result in materials or products that will assist other communities	10



Management and Work Plan		
Management Capacity	Capacity and experience of management and consulting teams to undertake development of the plan	10
Work Plan	Work plan provides adequate explanation of key milestones and activities; allocates resources appropriately to accomplish required tasks	10
Budget and Cost- effectiveness	Budget is appropriate and cost-effective in relation to work plan	10
TOTAL	Parished to Superior profess of animal region (Sec.	100

6. Other Requirements

6.1 GMF Sectors

The final plan must be integrated across departments and all municipal service areas, including all GMF sectors for which the municipality is responsible:

- Brownfields
- Waste
- Energy
- Water
- Transportation

6.2 Environmental Targets

Municipalities are required to develop short-, medium- and long-term environmental targets in their plan. Targets for the municipality's corporate operations should be more stringent than those for the community level since sustainable municipalities are expected to demonstrate leadership to their community. For examples of the plans and targets of other municipalities, see the FCM Centre for Sustainable Community Development website at www.sustainablecommunities.fcm.ca>.

6.3 Key Milestones

Applicants must complete a work plan in the Part B – Detailed Application. The work plan identifies key milestones that must be completed upon approval of the grant application, as applicable.

Table 3: Key Milestones for Sustainable Community Plan

Milestone			
Vision	Establish a sustainability vision shared by the municipality, the community, and stakeholders.		
Current Situation	Using existing information and knowledge, analyze the current situation and identify areas of strength and issues of concern.		
Action Plan	Develop sustainability goals to achieve the established vision, and targets to achieve the sustainability goals.		



Milestone		
Implementation and Monitoring	Develop a detailed implementation plan that includes performance and evaluation criteria. The plan should identify funding requirements, phasing, and scheduling, as well as the allocation of human and financial resources for implementing the plan. It should also include a monitoring plan that includes indicators to assess progress in meeting the sustainability goals and targets and enable adjustments to be made as necessary.	
Reporting	Report on the planning tasks undertaken, the results obtained, the final plan developed, and any recommendations for further study or for the implementation of identified alternatives and strategies, or both.	
Consultation	Throughout the process, consult members of the public and stakeholders to seek participation, input, and buy-in.	
Approval	Obtain municipal council approval for the sustainable community plan.	

Criteria for Eligible Costs

7. Eligible Costs

GMF grants can reimburse up to 50% of the total eligible costs (i.e., eligible cash and inkind costs) of an approved plan, up to a maximum grant amount of \$350,000.

7.1 Eligible Cash Costs

Eligible cash costs include all necessary direct costs incurred properly and reasonably by the Lead Applicant and invoiced against a contract for services that were necessary for the completion of the plan. Such costs may include

- any costs associated with hiring professional and technical consultants or contractors who are directly involved in the technical, engineering, environmental, or financial aspects of the proposed plan;* and
- costs to consult and educate the community about the proposed plan, including surveys, website development, and other communication tools directly related to the plan.

*Hired consultants must not be employees of the Lead Applicant or Contributing Partners.

Note: The Lead Applicant is responsible for paying the consultants working on the plan, and submitting copies of invoices to FCM for partial reimbursement.

7.2 Eligible In-kind Costs

The Lead Applicant may include a portion of its staff time directly related to the proposed plan for partial reimbursement as eligible inkind costs.

Such in-kind staff time must be reasonable, necessary for the completion of the plan, and documented (i.e., level and title of worker, rate of pay, number of hours worked, and description of tasks completed).

Note: Eligible in-kind costs can only be provided by the Lead Applicant and cannot exceed 10% of the total eligible costs.



7.3 Ineligible Costs

The following costs are not eligible for reimbursement:

- Office supplies, software, equipment, and furniture;
- Leasing or purchasing real estate, including renting office space;
- Any overhead costs (e.g., operating costs such as heating, electricity);
- Any cost or portion of any cost for which the Lead Applicant is eligible for a rebate, including the Provincial Sales Tax, federal Goods and Services Tax, and Harmonized Sales Tax;
- Any staff-related expenses, including salaries for full- and part-time employees and contractual employees on the Lead Applicant or Contributing Partners' payroll (except for staff time considered as eligible in-kind services);
- Attending conferences and participating in missions, including travel costs associated with such participation or attendance; and

 Education, training, outreach, or promotion not directly related to the proposed plan.

7.4 Activities Excluded from Funding

GMF does not provide grants for

- sector plans such as transportation, watershed management, or waste management plans;
- baseline data collection (e.g., current energy consumption levels);
- inventory preparation, such as for greenhouse gases and brownfields; and
- computer software and related training.

Note: If a consultant has prepared a GMF application for your municipality, ensure that the consultant has not submitted the same proposal for another municipality. The application must be tailored to the Lead Municipality.

Review, Approval, and Disbursement

8. Application Review Process

Applicants can anticipate that, from the time the Part A – Intent to Apply is submitted until the FCM National Board of Directors makes its final decision, the average length of time an application takes to be approved is six to nine months.

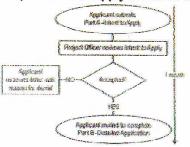
GMF staff are available throughout the application process to assist applicants with suggestions to improve the application.

By providing GMF staff with requested additional information in a timely manner, applicants can help ensure the process is not slowed down unnecessarily.

Note: If, at any time during the application review process, the applicant has not submitted all requested information or clarifications within 20 working days of an information request, GMF may notify the applicant that the file has been closed.

FCM Centre to Sustainable Community Development

Step 1: Intent to Apply Is Reviewed



A GMF Project Officer reviews the Intent to Apply form to determine whether the proposed plan meets the <u>eligibility criteria</u>. The Project Officer will ask applicants for more information or for clarification, if necessary.

If accepted, applicants are invited to complete the Part B – Detailed Application.

Applicants are given two months to complete and submit the Detailed Application.

Applicants whose Intent to Apply form is denied receive a written explanation of the reasons for the denial.

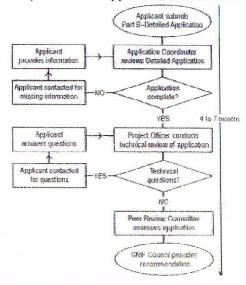
Exception-Municipalities in Quebec:

Municipalities from Quebec must submit the Intent to Apply form to the Ministère des Affaires municipales et des Régions (MAMR). MAMR reviews the project description provided in the Intent to Apply form to evaluate the proposal based on the province's energy and environmental policies.

Within 15 working days of receiving the Intent to Apply form, MAMR forwards accepted proposals and a ministry letter of support to FCM. FCM then processes the Intent to Apply form in the same way as it processes the form with other applicants.

Applicants whose application is denied by MAMR receive a written explanation of the reasons for the denial from MAMR.

Step 2: Detailed Application Is Reviewed



FCM Centre for Sustainable Community Development

A GMF Application Coordinator reviews the Detailed Application to ensure it is complete and includes all necessary attachments. If necessary, the Application Coordinator contacts the applicant to request additional information.

Exception- Municipalities in Quebec:

Municipalities from Quebec must submit the Detailed Application to MAMR in the same way as the Intent to Apply form. MAMR reviews the Detailed Application and forwards applications that meet the province's energy and environmental policies to FCM for evaluation. Such applications are then processed as other Detailed Applications sent directly to FCM.

Technical Review

The Project Officer reviews the technical aspects of the information provided in the application. Applicants may be contacted to discuss ways of improving or strengthening the plan and application.

Peer Review Committee Assessment

The application is reviewed and assessed by independent peer reviewers with appropriate subject-matter expertise.

Each peer reviewer conducts an individual assessment of the application and assigns a score to each of the <u>rated criteria</u>. Once the peer reviewers complete their individual assessment, they discuss their scores and develop a final consensus score for the application.

GMF Council Review and Recommendation

The Project Officer prepares a summary of the application, final consensus scores, and overall peer reviewers' comments, and submits the summary to the <u>GMF Council</u> for review at its next quarterly meeting.

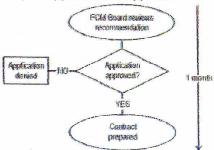
The GMF Council reviews the summary, taking into account the number of approved applications that are within urban and rural communities and among regions within

Canada, as required by the agreement between FCM and the Government of Canada.

Based on its review of the summary, the Council provides the FCM National Board of Directors with a recommendation to approve or decline the application.

Application Approval Process

Step 3: Application Is Approved



FCM National Board Reviews Recommendation

The FCM National Board of Directors is responsible for ensuring that GMF follows due process in making funding recommendations. The Board reviews the recommendations made by the GMF Council and makes the final decision on the application.

Applicant Informed of Decision

Applicants receive written notification of the FCM National Board of Directors' decision once it has been made. If the application is denied, the written notification includes an explanation.

FCM Centre for Sustainable Community Development

10. Contracting and Disbursement

Contract Is Prepared

If approved, the Lead Applicant is sent a draft contract. The contract lists the conditions of funding, including the reporting requirements. The terms of the contract come into effect after the Lead Applicant has signed the final contract and returned it to FCM.

Grant Is Disbursed

Grant funding is disbursed through two to three payments in accordance with the

terms, conditions, and schedule outlined in the final contract. FCM reimburses the Lead Applicant for a portion of the eligible expenses (up to 50%) incurred to conduct the plan

To obtain a disbursement, the Lead Applicant must submit a disbursement request along with

- copies of invoices paid by the Lead Applicant for eligible expenses; and
- a progress or completion report (see Section 11.3, "<u>Reporting</u> Requirements").

Accountability Requirements

11. Accountability

Applicants should be aware of the accountability requirements specified in the grant agreement before completing the Part A – Intent to Apply form.

11.1 Other Sources of Funding

Applicants must obtain a letter of commitment from each Contributing Partner specifying its cash or in-kind commitment, or both, if applicable. For a sample letter, see the FCM Centre for Sustainable Community Development website at www.sustainablecommunities.fcm.ca>.

The Lead Applicant should also take advantage of any government-funding programs for which the plan is eligible.

11.2 Recognition Requirements

Once the grant agreement is signed, all approved applicants are required to acknowledge FCM's support in public announcements and media releases about the plan, at relevant special events, and on

their websites. GMF communications staff will work with approved applicants to coordinate and implement a suitable funding announcement.

FCM will also inform the public about approved GMF grants by publishing a short summary of the plan with the Lead Applicant's contact information, a copy of the plan's final report, and a case study profiling the initiative, its outcomes, and lessons generated.

11.3 Reporting Requirements

GMF invests in plans that provide the best examples of municipal leadership in sustainable development and from which other municipalities can learn and apply. Therefore, all approved applicants must report on the plan for which they receive funding. A report must be submitted with each disbursement request (see Grant Is Disbursed in Section 10, "Contracting and Disbursement" for the process). Three types of reports are required to receive disbursements:



- Progress report: a short update on the progress of the plan in relation to the key milestones. The progress report includes an initial account of preliminary results and lessons learned. The applicant sends a progress report with each request for disbursement.
- Completion report: a more comprehensive overview of the community context, the purpose, approach, and cost of the plan, the results and next steps, and lessons learned. The applicant sends the completion report with the final disbursement request.
- Plan: the sustainable community plan. The applicant sends a copy of the plan with the completion report.

The grant agreement will specify the due date, format, and information requirements of progress and completion reports.

The applicant must submit a complete report accompanied by paid invoices for eligible expenses with each disbursement request.

Note: GMF staff review all reports and may request further information if they have questions or concerns.

11.4 Duty to Inform

Applicants that are approved for GMF grants must inform their FCM contacts (i.e., Application Coordinator or Project Officer) of any deviation from the plan as described in the application.

Glossary

Contributing Partner—A municipal government or non-governmental or private-sector organization that contributes financially to the plan activities.

Consultant—Any organization or individual that receives payment for professional services related to the plan.

Economic benefit—The positive impacts that a municipal environmental project will have on the Lead Municipality through increased revenue, decreased operating costs, and increased employment.

Eligible costs—Plan-related cash and inkind costs that meet the GMF eligibility criteria. Once an application is approved, the funding provided by GMF reimburses a percentage of these eligible costs. See Section 7, "Eligible Costs," for more information.

Eligible cash costs—Any costs associated with hiring professional and technical consultants directly involved in the proposed

plan; and costs to consult and educate the community about the proposed plan. See Section 7, "Eligible Costs," for more information

Eligible in-kind costs—A portion of the Lead Applicant's staff time directly related to the proposed plan. Such in-kind costs must be reasonable, necessary for the completion of the plan, and documented. See Section 7, "Eligible Costs," for more information.

Feasibility study—An assessment of the technical and financial feasibility, as well as the environmental, social, and economic impacts of a potential municipal environmental project. A feasibility study typically includes an assessment of the requirements and outcomes of a specific project using verifiable evaluation processes, leading to a recommended course of action.



Field test—An evaluation of the small-scale installation of a potential municipal environmental project under the conditions in which it will operate. A field test evaluates the technical and financial feasibility, as well as the environmental, social, and economic impacts of a new system or technology, using verifiable evaluation processes, to determine the implications of full-scale implementation. The field test is not a demonstration project and it must be reversible.

Full-cost accounting—Takes a similar approach to a life cycle analysis, but the results are expressed in financial terms.

GMF Council—Comprised of 15 members, five of whom are elected municipal officials appointed by the FCM National Board of Directors, five from the Government of Canada (Environment Canada, Natural Resources Canada, and Transport Canada) and five from non-governmental organizations and the private sector. The GMF Council provides a recommendation to the FCM National Board of Directors to approve or decline a funding application.

GMF sectors—Brownfields, energy, transportation, waste, and water. A sustainable community plan must address all municipal service areas, including all GMF sectors for which the municipality has responsibility.

Ineligible costs—Plan costs that do not meet the GMF eligibility criteria. See Section 7, "Eligible Costs," for a list of ineligible costs.

Innovation—The demonstration or adoption of knowledge, practices, or technology in different community or region types and sizes, where the knowledge, practice, or technology has not previously been applied.

Lead Applicant—The organization or agency that will manage the plan and incur all expenses, sign the funding contract, and request and receive disbursements. For a sustainable community plan application, the Lead Applicant must be a municipality.

Lead Municipality—The municipality that will take responsibility for making a minimum 10% cash contribution to the plan.

Life cycle analysis—Considers the environmental impacts of the municipal environmental project in combination with upstream and downstream activities (the inputs and processes necessary to operate, and the outputs that result from operating the municipal environmental project). For example, if a process requires the input of material or energy, a life cycle approach would quantify the environmental impacts of creating those materials and consuming energy. Additionally, a life cycle approach would quantify the products or waste generated as outputs from the project.

Municipal government (municipality)—Defined in the GMF Funding Agreement with the Government of Canada as a region, county, city, town, village, township, rural municipality, improvement district, or any other regulatory authority that exercises power in relation to municipal affairs in unorganized areas or territories in Canada that have not been surveyed. Throughout these guidelines and other GMF documents, the term "municipalities" refers to municipal governments.

Municipal environmental project—A capital project or a change in processes or procedures that will improve the environmental performance of brownfields, energy, transportation, waste, water, or sustainable planning, or some combination of these activities

Partnership—In a partnership, the Lead Applicant and its public- or private-sector partner, or partners, must take some level of risk or contribute to the financial viability of the proposed plan and expect, under reasonable circumstances, an appropriate return or benefit for the risks assumed.



Peer Review Committee—The technical advisory group responsible for assessing applications against the rated criteria. It is comprised of independent members with technical or financial expertise, or both, in specific environmental fields.

Reporting—Approved applicants are required to submit one or two progress reports and a completion report as part of their disbursement requests. The reports must provide an overview of the progress and results of the work in relation to the plan milestones.

Social benefit—All benefits to the community as a whole, for example, protection of human health, economic development of the overall community, and improvements to community quality of life.

Sustainability goal—A goal that aims toward developing and managing municipal activities in a manner that, in so far as possible, protects the environment, reduces the municipality's ecological footprint and improves social and economic conditions to support the transition to sustainable development.

Sustainability target—A quantified target for improving the environmental, social, and economic performance of municipal activities over current or baseline conditions.

Sustainable community plan—A plan developed through public consultation that identifies a vision and includes environmental, social, and economic goals and targets for the community. The plan also describes the short-, medium-, and long-term strategies for reaching its goals and targets, and integrates all areas of municipal concern, such as energy use, neighbourhood and transportation planning, and waste and water management.

Systems approach—Describes the way in which the municipal environmental project will interact with related systems based on a life cycle analysis of the project. Such an approach considers the extent to which the eventual municipal environmental project deals with the root causes of the environmental issues under review, as opposed to "end-of-pipe" solutions that only deal with symptomatic issues.

Work plan—A required element of the Part B – Detailed Application comprised of five categories: milestones, activities, timelines, responsibilities, and reporting methods.

Work plan activities—The main steps needed to achieve the work plan milestones. Examples of activities include consultation, analyzing current information, and establishing targets. Activities must be tied to a specific milestone, and each milestone should have at least one activity associated with it. Like milestones, activities should link to the overall goals of the plan.

Work plan milestones—Concrete, measurable deliverables or outcomes that the Lead Applicant and consulting team is expected to achieve either at specific times during the plan, or by the time the work is complete. The milestones and the activities serve as benchmarks to measure progress.

Work plan timeline—Defines the schedule for carrying out activities or milestones, or both, specifying when the activities are to be carried out, and how long each will take to complete.

FCM Community Development





The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, July 20, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, July 20, 2009 in Council Chambers at 12:30 p.m.

Present: Councillors, Bell, Piper, Salisbury and Mayor Farbridge Absent: Councillor Burcher

Also Present: Councillors Beard, Billings, Farrelly, Findlay, 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. D. McCaughan, Director of Operations; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. R. Henry, City Engineer; Mr. S. Hannah, Manager of Development & Parks Planning; Ms. J. McDowell, Transportation Demand Management Coordinator; Mr. R. Philips, Manager of Transportation Planning & Development Engineering; Mr. G. Atkinson, Policy Planner; Ms. S. Smith, Associate Solicitor; 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 Mayor Farbridge Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting held on June 15, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Guelph Natural Heritage Strategy Phase 2
- Changes to Administrative Procedures for Lodging Houses and Accessory Apartments
- Request for City to Purchase 168 Fife Road for Parkland
- City of Guelph Water Conservation Public Advisory Committee
 Terms of Reference
- Brownfield Redevelopment Grant Request for 84 and 86
 Wyndham Street South and 68a, 68B and 72 York Road
- Bicycle Policy
- FCM Green Municipal Fund Support for Guelph Innovation District Secondary Plan

 Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT the balance of the July 20, 2009 Community Development & Environmental Services Consent Agenda as identified below, be approved:

Mrs. L.A. Giles

a) Committee Mandate and Charter

THAT the draft attached to the July 20, 2009 `Committee Mandate and Charter' report be used as a starting point for the development of a formal mandate and charter by the Community Development and Environmental Services Committee.

b) Strategic Urban Forest Management Plan and Tree By-law Update

THAT the Community Development and Environmental Services Report 09-61 dated July 20, 2009, regarding the Strategic Urban Forest Management Plan and Tree By-law Update, be received;

AND THAT staff be directed to prepare permanent tree protection by-laws within the City of Guelph.

c) Wellington Street Dam and Parklands Agreement

THAT the Community Development and Environmental Services Report 09-67, dated July 20, 2009, regarding the Wellington Street Dam and Parklands Agreement be received;

AND THAT staff investigate the physical condition of the Wellington Street Dam and the financial, environmental and liability implications of the possible control and maintenance of the dam structure and report back on the results before deciding to take responsibility for the lands and infrastructure;

AND THAT staff continue to work with the Grand River Conservation Authority to resolve the issues associated with the expired agreement;

AND THAT staff hold initial public consultation sessions to gauge the public interest in the long term operation and possible removal of the Wellington Street Dam;

AND THAT staff investigate the possibility of undertaking a Municipal Class Environmental Assessment (EA) under Schedule "B" to assess the long term operation including possible removal of the dam structure and the downstream weir structures;

REPORT

July 20, 2009

Community Development & Environmental Services Committee

Page 3

AND THAT this project be considered for the 2010 Capital Budget.

Carried

City of Guelph Water Conservation Public Advisory Committee – Terms of Reference

3. Moved by Mayor Farbridge Seconded by Councillor Bell

THAT Council approve the formation of a Water Conservation and Efficiency Advisory Committee, consistent with the attached Terms of Reference to the report, to support the ongoing implementation of the 2009 Water Conservation and Efficiency Strategy Update.

AND THAT staff report annually to Council to provide status updates on Water Conservation and Efficiency Advisory Committee activities and the implementation of the 2009 Water Conservation and Efficiency Strategy.

Carried

Brownfield Redevelopment Grant Request for 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road

 Moved by Mayor Farbridge Seconded by Councillor Bell

THAT Community Design and Development Services Report 09-62, dated June 20, 2009, regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road, be received;

AND THAT the request for financial assistance made by Terra-View Riverside Ltd. under the Tax Increment-Based Grant Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road be approved to an estimated upset total of \$138,000 to be issued over a period of 3 years subject to the terms and conditions set hereto as Attachment 1;

AND THAT the request for financial assistance made by Terra-View Riverside Ltd. under the Tax Assistance During Rehabilitation Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road be approved

RFPORT

for a duration of up to three (3) (i.e. 2009–2012) years subject to the terms and conditions attached hereto as Attachment 1, as amended,

July 20, 2009

Community Development & Environmental Services Committee

Page 4

by deleting paragraph 1(b) and replacing it with the following:

b) Enter into Tax Cancellation and Information
Sharing Agreements with the City, which will
specify the duration of the program and will
include a requirement for milestones information
to be submitted to be completed prior to the
annual continuation of the program. This agreement
shall be satisfactory to the Director of Community
Design and Development Services and the Director
of Corporate Services/City Solicitor.

AND THAT Council direct staff to prepare a by-law to implement municipal tax assistance during rehabilitation in accordance with the Municipal Act and that the appropriate information and material be sent to the Minister of Finance requesting relief from the education portion of the taxes for the properties municipally known as 84 and 86 Wyndham Street South, 68A, 68B and 72 York Road for a duration of up to three (3) years;

AND THAT staff be directed to proceed with the finalization of Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements with Terra-View Riverside Ltd. to the satisfaction of the Director of Community Design and Development Services and the Director of Corporate Services/City Solicitor;

AND THAT the Mayor and Clerk are authorized to sign the Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements.

Carried

Bicycle Policy

 Moved by Mayor Farbridge Seconded by Councillor Bell

THAT the Community Design and Development Services Report 09-61, on 'Bicycle Policy', dated July 20, 2009, be received;

AND THAT Council approve a policy to provide demarcated bike lanes instead of bike routes as part of reconstruction of arterial roadways that are not identified in the Official Plan as having either bike lanes or bike routes;

AND THAT Council authorize staff to undertake retrofit construction to include bike lanes in sections of roadways that are designated to

July 20, 2009

Community Development & Environmental Services Committee

Page 5

include bike lanes but are not scheduled for full reconstruction in the near term.

Carried

Natural Heritage Strategy

Ms. Margot Ursic, Beacon Environmental outlined the Natural Heritage Strategy phases, goals, and rationale as they pertain to provincial policy & legislation, as well as regional and local policies. She explained key findings and criteria used to establish the Strategy, and addressed changes made to the Strategy Report resulting from comments received. She then provided an overview of the recommended Natural Heritage System and the key study recommendations and next steps.

Ms. M. Plaunt, Manager of Policy Planning, addressed the importance of the Natural Heritage System as part of the Official Plan Update. She provided details regarding the Ministry of the Environment Conclusions related to the Environmental Bill of Rights Review. She outlined the criteria used to evaluate the Growing the Greenbelt plan and explained the two approaches being considered to address the protection of the Paris/Galt Moraine.

RFPORT

 Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT the Community Design and Development Services Report 09-40 regarding the Natural Heritage Strategy, dated July 20, 2009, be received;

AND THAT staff be directed to apply the criteria developed through the Natural Heritage Strategy Phase 2 Report – Terrestrial Inventory & Natural Heritage System prepared by Dougan and Associates, dated March 2009 and summarized in Attachment 2, as the basis for identifying the Natural Heritage System and policies to be incorporated into the Official Plan Update;

AND THAT staff be directed to address the protection of significant portions of the Paris/Galt Moraine through the Natural Heritage System and policies to be incorporated into the Official Plan Update.

Carried

Changes to Administrative Procedures for Lodging Houses and Accessory Apartments

July 20, 2009

Ms. Daphne Wainman-Wood on behalf of the Old University

Community Development & Environmental Page 6

Services Committee

Neighbourhood Residents Association believes the increase of absentee landlords and increase in density is changing the neighbourhood in a negative manner. She stated there has been an increase in garbage, noise, and property appearance. She advised that some of the houses are 2 units and therefore accommodate up to eight lodgers in one house. The OUNRA supports the recommendation.

In response to questions raised, staff indicated the following matters will be considered as part of their review:

- definitions
- occupancy limits
- separation distances
- 7. Moved by Councillor Bell Seconded by Mayor Farbridge

THAT the Community Design and Development Services Report 09-60 regarding the Administrative Procedures for Lodging Houses and Accessory Apartments, dated July 20, 2009, be received;

AND THAT staff be directed to report back with a proposed amendment to the Business Licensing By-law, to require Lodging Houses to have a business license:

AND THAT staff be directed to prepare an amendment to the Zoning By-law to require a licensing process in order to establish priorities for lodging houses;

AND THAT staff be directed to report back with a proposed amendment to the Registration of Two-Unit Houses By-law Number (1997)-15392, to incorporate the expiration of registration after three years to require the reinspection of these properties.

AND THAT staff include information regarding processes and tools in place to upgrade enforcement options.

Carried

Request for City to Purchase 168 Fife Road for Parkland

Mr. Roberto Andurray, raised the concern about the lack of parks in the area. He advised that he would like the City to consider using the property for a community garden if they decided against a park.

REPORT

July 20, 2009

8. Moved by Mayor Farbridge Seconded by Councillor Bell

THAT Report 09-53 regarding the request for the City to purchase the property at 168 Fife Road for the purpose of developing a new public Community Development & Environmental Page 7

Services Committee

park, from Community Design and Development Services, dated July 20, 2009, be received;

AND THAT City Council take no action with respect to the request for the City to purchase the property municipally known as 168 Fife Road, legally described as Part of Lot B, Concession 2, Division E, in the City of Guelph, for the purpose of developing a new public park.

Carried

FCM Green Municipal Fund Support for Guelph Innovation District Secondary Plan

 Moved by Councillor Bell Seconded by Mayor Farbridge

THAT Report No. 09-65, dated July 20, 2009 from Community Design and Development Services, regarding FCM Green Municipal Fund Support for the Guelph Innovation District Secondary Plan be received;

AND THAT Council direct staff to apply for a FCM Green Municipal Fund Grant for the development of the Guelph Innovation District Secondary Plan as a sustainable community plan that includes a sustainable community vision and sustainability targets;

AND THAT the City of Guelph requests \$155,000 from FCM Green Municipal Funds to help offset total projects of \$340,000 which were previously approved by Guelph Council.

Carried

Other Business

River Valley Developments

Dr. J. Laird, Director of Environmental Services provided an update on the status of the River Valley Developments blasting. She stated that another meeting with River Valley Developments, the Ministry of Natural Resources and the City is imminent. City staff still have concerns regarding potential harm to the aquatard. Dr. Laird will continue to provide updates to Council.

 Moved by Mayor Farbridge Seconded by Councillor Salilsbury

Dr. J. Laird

THAT the verbal report of the Director of Environmental Services regarding the River Valley Developments be received.

July 20, 2009

Community Development & Environmental Services Committee

Carried Page 8

Westminster Woods Fencing

Mr. Greg Chalmers, on behalf of Westminster Woods residents, advised that a number of residents opposed fencing on the back of their properties. They are not satisfied with the choice of the 5 foot high, black, chain link fence because it is not aesthetically pleasing. He mentioned that there is a stone wall along the wetland boundary, 30-60 feet at back of property and would like to see something similar to delineate the back of their properties. He stated that the residents are concerned about the natural area between properties and tree line receiving only limited maintenance. He suggested the community could maintain the City property. They want the fence moved to a more appropriate location along the tree line and would like to have aluminum or wrought iron fences similar to those used coming into the neighbourhood. If the City will not make changes, the residents would like a moratorium on building the fence to allow them to determine their options.

Mr. Riddell advised that the residents submitted a petition a few weeks ago and staff met with the residents last Friday. The City believes fencing is necessary at its proposed location and that Environmental Impact Report (EIR) stresses the need for a fence. He also stated that the subdivision agreement made reference to the fence.

Mr. Rory Barr-Templeton advised that the original approved landscape trail was moved further into the wetland and away from the rear of the properties by request of the property owners. He stated that the landscape plan will be changed to include more remediation planting and staff will be happy to collaborate with the residents to find an acceptable landscape plan.

 Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT no action be taken with respect to the request for removal or relocation of the proposed fence at the rear of properties adjacent to the Provincially Significant Wetlands in Westminster Woods Subdivision:

AND THAT staff encourage the developer to meet with the residents to determine if any modifications can be made to the proposed fencing while still meeting all of the requirements of the Environmental Impact Report for this subdivision.

July 20, 2009	Community Development & Environmental Services Committee	Page 9
	The meeting adjourned at 3:49 p.m.	
	Next Meeting: September 21, 2009	

Chairperson

committee AGENDA



Community Development & Environmental Services

Committee

DATE September 21, 2009

LOCATION Committee Room C (Room 137)

TIME 12:30 p.m.

disclosure of pecuniary interest

confirmation of minutes

July 20, 2009

PRESENTATIONS (Items with no accompanying report)

a) None at the time of printing

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

Item	City Presentation	Delegations	To be Extracted
CDES-2009 A.34 Online Building Permits and Inspections	Rob Reynen		х
CDES-2009 A.35 Victoria Road North (Woodlawn Road to Speed River): Enviornmental Assessment & Reconstruction			
CDES-2009 A.36 River Valley Development Dolime Site - Update Report			

CDES-2009 A.37 Community Energy Plan – Mayor's Task Force	Rob Kerr	Х
CDES-2009 A.38 Tree Cutting - 2007 Victoria Road		

Resolution to adopt the balance of the Community Development & Environmental Services Committee Consent Agenda.

items extracted from consent agenda

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

CLOSED MEETING

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239(2) (a) of the Municipal Act with respect to:

• the security of the property of the municipality

Next meeting

October 19, 2009

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, July 20, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, July 20, 2009 in Council Chambers at 12:30 p.m.

Present: Councillors, Bell, Piper, Salisbury and Mayor Farbridge Absent: Councillor Burcher

Also Present: Councillors Beard, Billings, Farrelly, Findlay, 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. D. McCaughan, Director of Operations; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Mr. R. Henry, City Engineer; Mr. S. Hannah, Manager of Development & Parks Planning; Ms. J. McDowell, Transportation Demand Management Coordinator; Mr. R. Philips, Manager of Transportation Planning & Development Engineering; Mr. G. Atkinson, Policy Planner; Ms. S. Smith, Associate Solicitor; 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 Mayor Farbridge Seconded by Councillor Salisbury

THAT the minutes of the Community Development and Environmental Services Committee meeting held on June 15, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Guelph Natural Heritage Strategy Phase 2
- Changes to Administrative Procedures for Lodging Houses and Accessory Apartments
- Reguest for City to Purchase 168 Fife Road for Parkland
- City of Guelph Water Conservation Public Advisory Committee
 Terms of Reference
- Brownfield Redevelopment Grant Request for 84 and 86
 Wyndham Street South and 68a, 68B and 72 York Road
- Bicycle Policy
- FCM Green Municipal Fund Support for Guelph Innovation

July 20, 2009

Community Development & Environmental Services Committee

Page 2

2. Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT the balance of the July 20, 2009 Community Development & Environmental Services Consent Agenda as identified below, be approved:

Mrs. L.A. Giles

a) Committee Mandate and Charter

THAT the draft attached to the July 20, 2009 `Committee Mandate and Charter' report be used as a starting point for the development of a formal mandate and charter by the Community Development and Environmental Services Committee.

b) Strategic Urban Forest Management Plan and Tree By-law Update

THAT the Community Development and Environmental Services Report 09-61 dated July 20, 2009, regarding the Strategic Urban Forest Management Plan and Tree By-law Update, be received;

AND THAT staff be directed to prepare permanent tree protection by-laws within the City of Guelph.

REPORT

REPORT

c) Wellington Street Dam and Parklands Agreement THAT the Community Development and Environmental Services Report 09-67, dated July 20, 2009, regarding the Wellington Street Dam and Parklands Agreement be received;

AND THAT staff investigate the physical condition of the Wellington Street Dam and the financial, environmental and liability implications of the possible control and maintenance of the dam structure and report back on the results before deciding to take responsibility for the lands and infrastructure;

AND THAT staff continue to work with the Grand River Conservation Authority to resolve the issues associated with the expired agreement;

AND THAT staff hold initial public consultation sessions to gauge the public interest in the long term operation and possible removal of the Wellington Street Dam;

AND THAT staff investigate the possibility of undertaking a Municipal Class Environmental Assessment (EA) under Schedule "B" to assess the long term operation including

possible removal of the dam structure and the downstream weir structures;

July 20, 2009

Community Development & Environmental Services Committee

Page 3

AND THAT this project be considered for the 2010 Capital Budget.

Carried

City of Guelph Water Conservation Public Advisory Committee – Terms of Reference

3. Moved by Mayor Farbridge Seconded by Councillor Bell

THAT Council approve the formation of a Water Conservation and Efficiency Advisory Committee, consistent with the attached Terms of Reference to the report, to support the ongoing implementation of

the 2009 Water Conservation and Efficiency Strategy Update.

AND THAT staff report annually to Council to provide status updates on Water Conservation and Efficiency Advisory Committee activities and the implementation of the 2009 Water Conservation and Efficiency Strategy.

Carried

Brownfield Redevelopment Grant Request for 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road

4. Moved by Mayor Farbridge Seconded by Councillor Bell

THAT Community Design and Development Services Report 09-62, dated June 20, 2009, regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road, be received;

AND THAT the request for financial assistance made by Terra-View Riverside Ltd. under the Tax Increment-Based Grant Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road be approved to an estimated upset total of \$138,000 to be issued over a period of 3 years subject to the terms and conditions set hereto as Attachment 1;

AND THAT the request for financial assistance made by Terra-View Riverside Ltd. under the Tax Assistance During Rehabilitation

REPORT

Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the properties municipally known as 84 and 86 Wyndham Street South and 68A, 68B and 72 York Road be approved for a duration of up to three (3) (i.e. 2009– 2012) years subject to the terms and conditions attached hereto as Attachment 1, as amended,

July 20, 2009

Community Development & Environmental Services Committee

Page 4

by deleting paragraph 1(b) and replacing it with the following:

b) Enter into Tax Cancellation and Information
Sharing Agreements with the City, which will
specify the duration of the program and will
include a requirement for milestones information
to be submitted to be completed prior to the
annual continuation of the program. This agreement
shall be satisfactory to the Director of Community
Design and Development Services and the Director
of Corporate Services/City Solicitor.

AND THAT Council direct staff to prepare a by-law to implement municipal tax assistance during rehabilitation in accordance with the Municipal Act and that the appropriate information and material be sent to the Minister of Finance requesting relief from the education portion of the taxes for the properties municipally known as 84 and 86 Wyndham Street South, 68A, 68B and 72 York Road for a duration of up to three (3) years;

AND THAT staff be directed to proceed with the finalization of Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements with Terra-View Riverside Ltd. to the satisfaction of the Director of Community Design and Development Services and the Director of Corporate Services/City Solicitor;

AND THAT the Mayor and Clerk are authorized to sign the Tax Increment-Based Grant, Tax Cancellation, and Information Sharing Agreements.

Carried

Bicycle Policy

Moved by Mayor Farbridge Seconded by Councillor Bell

THAT the Community Design and Development Services Report 09-61, on 'Bicycle Policy', dated July 20, 2009, be received;

AND THAT Council approve a policy to provide demarcated bike lanes instead of bike routes as part of reconstruction of arterial roadways

that are not identified in the Official Plan as having either bike lanes or bike routes;

AND THAT Council authorize staff to undertake retrofit construction to include bike lanes in sections of roadways that are designated to

July 20, 2009

Community Development & Environmental Services Committee

Page 5

include bike lanes but are not scheduled for full reconstruction in the near term.

Carried

Natural Heritage Strategy

Ms. Margot Ursic, Beacon Environmental outlined the Natural Heritage Strategy phases, goals, and rationale as they pertain to provincial policy & legislation, as well as regional and local policies. She explained key findings and criteria used to establish the Strategy, and addressed changes made to the Strategy Report resulting from comments received. She then provided an overview of the recommended Natural Heritage System and the key study recommendations and next steps.

Ms. M. Plaunt, Manager of Policy Planning, addressed the importance of the Natural Heritage System as part of the Official Plan Update. She provided details regarding the Ministry of the Environment Conclusions related to the Environmental Bill of Rights Review. She outlined the criteria used to evaluate the Growing the Greenbelt plan and explained the two approaches being considered to address the protection of the Paris/Galt Moraine.

REPORT

Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT the Community Design and Development Services Report 09-40 regarding the Natural Heritage Strategy, dated July 20, 2009, be received;

AND THAT staff be directed to apply the criteria developed through the Natural Heritage Strategy Phase 2 Report – Terrestrial Inventory & Natural Heritage System prepared by Dougan and Associates, dated March 2009 and summarized in Attachment 2, as the basis for identifying the Natural Heritage System and policies to be incorporated into the Official Plan Update;

AND THAT staff be directed to address the protection of significant portions of the Paris/Galt Moraine through the Natural Heritage

System and policies to be incorporated into the Official Plan Update.

Carried

Changes to Administrative Procedures for Lodging Houses and Accessory Apartments

July 20, 2009

Ms. Daphne Wainman-Wood on behalf of the Old University

Community Development & Environmental Page 6

Services Committee

Neighbourhood Residents Association believes the increase of absentee landlords and increase in density is changing the neighbourhood in a negative manner. She stated there has been an increase in garbage, noise, and property appearance. She advised that some of the houses are 2 units and therefore accommodate up to eight lodgers in one house. The OUNRA supports the recommendation.

In response to questions raised, staff indicated the following matters will be considered as part of their review:

- definitions
- occupancy limits
- separation distances
- 7. Moved by Councillor Bell Seconded by Mayor Farbridge

THAT the Community Design and Development Services Report 09-60 regarding the Administrative Procedures for Lodging Houses and Accessory Apartments, dated July 20, 2009, be received;

AND THAT staff be directed to report back with a proposed amendment to the Business Licensing By-law, to require Lodging Houses to have a business license;

AND THAT staff be directed to prepare an amendment to the Zoning By-law to require a licensing process in order to establish priorities for lodging houses;

AND THAT staff be directed to report back with a proposed amendment to the Registration of Two-Unit Houses By-law Number (1997)-15392, to incorporate the expiration of registration after three years to require the reinspection of these properties.

AND THAT staff include information regarding processes and tools in place to upgrade enforcement options.

Carried

Mr. Roberto Andurray, raised the concern about the lack of parks in the area. He advised that he would like the City to consider using the property for a community garden if they decided against a park.

8. Moved by Mayor Farbridge Seconded by Councillor Bell

THAT Report 09-53 regarding the request for the City to purchase the property at 168 Fife Road for the purpose of developing a new public **Community Development & Environmental**Page 7

Community Development & Environmental Page 7 Services Committee

park, from Community Design and Development Services, dated July 20, 2009, be received;

AND THAT City Council take no action with respect to the request for the City to purchase the property municipally known as 168 Fife Road, legally described as Part of Lot B, Concession 2, Division E, in the City of Guelph, for the purpose of developing a new public park.

Carried

FCM Green Municipal Fund Support for Guelph Innovation District Secondary Plan

9. Moved by Councillor Bell Seconded by Mayor Farbridge

THAT Report No. 09-65, dated July 20, 2009 from Community Design and Development Services, regarding FCM Green Municipal Fund Support for the Guelph Innovation District Secondary Plan be received;

AND THAT Council direct staff to apply for a FCM Green Municipal Fund Grant for the development of the Guelph Innovation District Secondary Plan as a sustainable community plan that includes a sustainable community vision and sustainability targets;

AND THAT the City of Guelph requests \$155,000 from FCM Green Municipal Funds to help offset total projects of \$340,000 which were previously approved by Guelph Council.

Carried

Other Business

River Valley Developments

Dr. J. Laird, Director of Environmental Services provided an update on the status of the River Valley Developments blasting. She stated that another meeting with River Valley Developments, the Ministry of

REPORT

July 20, 2009

Natural Resources and the City is imminent. City staff still have concerns regarding potential harm to the aquatard. Dr. Laird will continue to provide updates to Council.

 Moved by Mayor Farbridge Seconded by Councillor Salilsbury

THAT the verbal report of the Director of Environmental Services regarding the River Valley Developments be received.

July 20, 2009

Dr. J. Laird

Community Development & Environmental Services Committee

Carried Page 8

Westminster Woods Fencing

Mr. Greg Chalmers, on behalf of Westminster Woods residents, advised that a number of residents opposed fencing on the back of their properties. They are not satisfied with the choice of the 5 foot high, black, chain link fence because it is not aesthetically pleasing. He mentioned that there is a stone wall along the wetland boundary, 30-60 feet at back of property and would like to see something similar to delineate the back of their properties. He stated that the residents are concerned about the natural area between properties and tree line receiving only limited maintenance. He suggested the community could maintain the City property. They want the fence moved to a more appropriate location along the tree line and would like to have aluminum or wrought iron fences similar to those used coming into the neighbourhood. If the City will not make changes, the residents would like a moratorium on building the fence to allow them to determine their options.

Mr. Riddell advised that the residents submitted a petition a few weeks ago and staff met with the residents last Friday. The City believes fencing is necessary at its proposed location and that Environmental Impact Report (EIR) stresses the need for a fence. He also stated that the subdivision agreement made reference to the fence.

Mr. Rory Barr-Templeton advised that the original approved landscape trail was moved further into the wetland and away from the rear of the properties by request of the property owners. He stated that the landscape plan will be changed to include more remediation planting and staff will be happy to collaborate with the residents to find an acceptable landscape plan.

 Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT no action be taken with respect to the request for removal or relocation of the proposed fence at the rear of properties adjacent to the Provincially Significant Wetlands in Westminster Woods

Subdivision;

AND THAT staff encourage the developer to meet with the residents to determine if any modifications can be made to the proposed fencing while still meeting all of the requirements of the Environmental Impact Report for this subdivision.

Carried

July 20, 2009

Community Development & Environmental Services Committee

Page 9

The meeting adjourned at 3:49 p.m.

Next Meeting: September 21, 2009

Chairperson



Building Services Online

NEW FEATURES ON GUELPH.CA





Building Services Online

NEW FEATURES ON GUELPH.CA

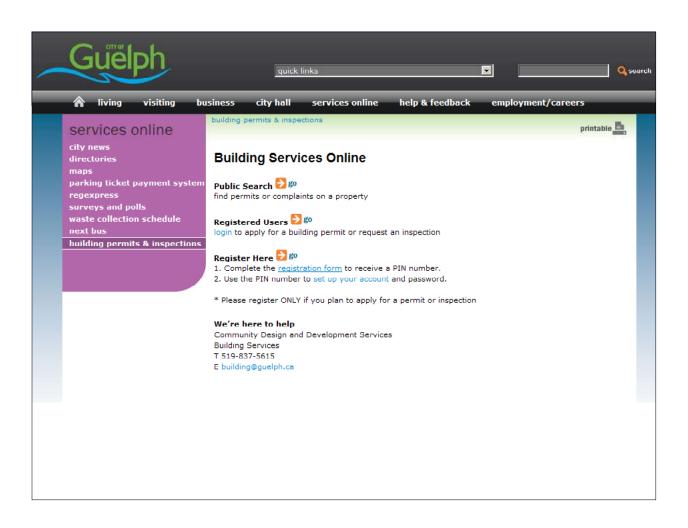
- What is guelph.ca/buildingservicesonline
- Using the public property search
- Applying for and viewing permits online
- What users are saying



Building Services Online

NEW FEATURES ON GUELPH.CA

- Automated building permit system
- All users can search for permit and selected other activity on a property
- Registered users have 24-hour access to permit information and inspections
- Online system increases efficiency and improves service to our customers





Menu

Public Search

Permit

Registration

public search apply for permit view my permits request inspection

Welcome to Building Services Online

Find building permits or complaints on a property using the public search.

Registered users can manage their building permits and inspections.



We're here to help Community Design and Development Services Building Services T 519-837-5615 E building@quelph.ca



Using the public search

GUELPH.CA/BUILDINGSERVICESONLINE

 Using the public search, residents or a member of the public can enter any address in the City to review building permit activity and selected other property information



Menu Public Search Permit Registration

Address Folders - 1 Carden St

Folder Number	Folder Type	Folder Status	Issued Date	Date Closed	Folder Description
09 - 003203	Special Categories - Building Permit	Issued	Jun 15, 2009		Temporary Tent 20 $ imes$ 40 (up & down Sept. 19, 2009)-Carden St.
	Building Permit	Issued	Jun 30, 2006		New Civic Administration Building Includes Plumbing, HVAC and Site Services.

Back



Online permit applications

GUELPH.CA/BUILDINGSERVICESONLINE

- Residential homeowners, contractors and homebuilders can register to receive a login and password
- Registered users can apply for building permits and schedule building inspections at anytime
- Registered users can track permit status and inspection results from their home or office



Permit **Public Search** Registration

--+Permit Application Permit Type Sub & Work Job Site List Payment Receipt Form (A permit application involves 7 steps. The blue ring indicates the current step.)

Permit Type

Please select a permit type from the list below

Basement Finishes - Building Permit

New Dwelling - Building Permit

Residential Deck - Building Permit

Residential Foundation - Building Permit

Residential Townhouse - Building Permit

Specific Info for Permits

A typical Permit application process requires the following:

- Pick a permit type.
 Pick a permit sub-category.
 Pick an Address.

- Complete the permit detail information.
 Attach required drawings, Schedule 1 designer information, site plan.
- Select payment options. Payment by credit card is limited to \$5,000.

 Print the receipt.

An e-mail will be sent to you confirming that your application is received. Please comply with the necessary requirements in order to complete your application. PLEASE NOTE THAT UNTIL ALL REQUIREMENTS HAVE BEEN MET, YOUR PERMIT APPLICATION WILL NOT BE PROCESSED.

Due to the various conditions and restrictions required to obtain a permit, the City does not



Menu Pu	blic Search	Permit	Registrati	on	_	_	_				_	
					Folder	Details						
Property Permit Permit Type			Permit Status	Issued Date					ription		Baland Due	
1 Carden St		Building Permit	Issued	Jun 30, 2006		New Civic Admininstration Building Includes Plumbing, HVAC and Site Services.				ing, HVAC	\$0	
					Dronerty	/ Details						
House No.	Street Name	Type	Direction	Unit Type	Unit		Status	Plan No.	Lot No.	Blo	ck	
1	Carden	St				-	ive	PLAN 8	MK SO			
					Peo	ple						
P	eople Type				People	Name				Phone No.		
Applicant				ima Architect	_				,	(416)925-4484e		
Owner			•	prporation of the City of Guelph					(519)822-1260e			
Contractor		con Building	on Buildings Group Corp.					(416)865-9405e				
Plumbing Cor	ntractor	. Electric Ltd.					(519)235-1516e					
Drain Contrac	tor			od Trenching & Excavating Ltd.					(905)522-2552e			
Designer			rson W. Kong					(416)497-3111e				
Designer			ace Eley					(416)497-3111e				
Designer		Miha	ilo Jelicic	o Jelicic					(416)487-5257 e227			
Agent for Ow	of Guelph-C	f Guelph-Corporate Property Services					(519)837-5618e					
HVAC Contractor J.M.R.			R. Electric Ltd.					(519)235-1516e				
					Proc	cess						
Process Description			Stat	us Star	rt Date	End Da	ate		Comments			
Development Charges Close			Closed	May 1	6, 2006	May 16, 2	2006					
Application Requirements - General C			Closed	May 1	2, 2006	May 12, 2	2006					
Damage Refund Notification			Closed	May 1	2, 2006	Nov 13, 2	007					
Applicable Approvals - Part 3 Clos			Closed	Jun 30	0, 2006	Jun 30, 2	006					
Building Code Review - Part 3 Close			Closed	May 3	1, 2006	May 31, 2	2006					
H.V.A.C. Review Close			Closed	May 3	0. 2006	May 30, 2	2006					



What users are saying

GUELPH.CA/BUILDINGSERVICESONLINE

- Pilot with homebuilders was very successful
- Users appreciate the convenience of being able to conduct business from their office
- Fewer trips to City Hall required
- Promotion planned for City News pages, guelph.ca, e-news for fall and spring building seasons



Community Energy Plan

Mayor's Task Force on Community Energy

Presentation To:

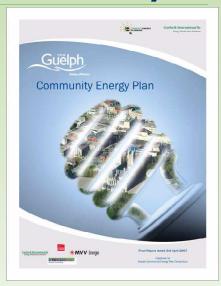
Community Development and Environmental Services Committee

Environmental Services September 21, 2009

1



Community Energy Plan (2007 - 2031)



50% less energy use per capita

60% less GHG emissions per capita

Decouple energy consumption from population growth



Background (2007 and 2008)

- Council endorsement, April 23rd, 2007
- Community Energy Plan was ranked Council's #1 priority project for achieving the goals of the City's Strategic Plan in 2007
- Between 2007 and 2009 there have been approximately 50 energy and water-related projects initiated within the scope of the CEP.
- 2008 "CEP Inc. Roadmap for Implementation" study by Deloitte and Touche

3



Background - CEP Activities 2009

- Implementation Tools
 - Work in progress
 - In consultation with Garforth International
 - Seven separate tool categories
- A Consultation and Decision Process for Implementation
 - Ont. Centres of Excellence, Guelph Hydro and City
 - Think Tanks and Project Team
 - Near term priorities and actions
- Hiring of a Community Energy Plan Program Manager

4



Report - Summary

- Opportunity and recommendation for establishing an interim governance structure necessary for the on-going implementation of the Community Energy Plan (CEP).
- Major outcome of a larger initiative to develop a stakeholder engagement plan and critical path for the ongoing implementation of CEP scale projects.
- Cited in the CEP, scale projects can be used to:

"establish the market framework of a municipal energy service organization that is structured to ensure the highest reliability, least cost and least environmental impact energy services of all types".



Report - Scale Projects

A scale project is defined in the CEP document as projects that "accelerate progress towards a successful implementation of the CEP" and "ensure long term implementation".

Scale Projects

- Guelph Innovation District
- Downtown District Energy
- University of Guelph Integrated Energy Master Plan Initiative
- Stakeholder Engagement & Governance

6



Report - Challenges Scale Projects

- Investment for Long-term Infrastructure
- Challenges Implementing the CEP and Scale Projects
- Regulatory Environment and Inter-Governmental Affairs
- Stakeholder Engagement
- Strategic Communication
- CEP Stakeholder Engagement and Governance

7



Report - Need for Stakeholder Engagement & Governance

- Ontario Centres of Excellence agreed to partner with Guelph Hydro Inc. to support the City
- Project Team: City, GHI and OCE, engaged the consulting firm of Decision Partners Inc. to support and facilitate the process
- Two full-day Think Tank workshops.
- Key outcome of Think Tank and Project Team: Increased CEP governance is needed to:
 - facilitate the processes of bringing resources together
 - building stakeholder relationships
 - creating integration and synergy amongst CEP initiatives

8



Report – Objectives and Deliverables

Key Objectives:

- Establish Task Force
- Establish Sub-Committees
 - Communications and Stakeholder Engagement
 - Intergovernmental Affairs
 - Governance and Finance Sub-Committee
- Outreach and implementation plans for sub-committees

Key Deliverables (September 2007 to January 2009)

- Task Force members confirmed
- Draft workplan and budget established
- Mayor's Community Task Force Terms of Reference defined
- First Task Force Meeting held
- Communications and Stakeholder Engagement Sub-Committee members confirmed
- Governance and Finance Sub-Committee members confirmed

COMMUNITY DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE CONSENT AGENDA

September 21, 2009

Members of the Community Development & Environmental Services Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

REPORT	DIRECTION
CDES-2009 A.34 ONLINE BUILDING PERMITS AND INSPECTIONS	Receive
THAT the Community Design and Development Services report dated September 21, 2009 entitled `Online Building Permits and Inspections' be received.	
CDES-2009 A.35 VICTORIA ROAD NORTH (WOODLAWN ROAD TO SPEED RIVER): ENVIRONMENTAL ASSESSMENT & RECONSTRUCTION	Approve
THAT the Community Design and Development Services Report 09-79, on 'Victoria Road North (Woodlawn Road to Speed River): Environmental Assessment and Reconstruction', dated September 21, 2009 be received;	
AND THAT staff be authorized to proceed with the reconstruction of Victoria Road North including the following improvements as outlined in this report: a) Reconstruction of the Victoria Road/Woodlawn Road intersection; b) Improvements to the mid-block section as identified in the Victoria Road North Secondary Plan; and c) Canoe-launch area and trail accesses in the vicinity of the Speed River.	

CDES-2009 A.36) RIVER VALLEY DEVELOPMENT DOLIME SITE – UPDATE REPORT

Receive

THAT the report of the Director of Environmental Services, dated September 21, 2009 entitled `Update on the River Valley Development Dolime Site', be received.

CDES-2009 A.37 COMMUNITY ENERGY PLAN MAYOR'S TASK FORCE ON COMMUNITY ENERGY

Approve

THAT the Report of the Directors of Environmental Services and Community Design and Development, dated September 21, 2009 with respect to the Community Energy Plan – Mayor's Task Force, be received for information;

AND THAT Council approve the creation of a Mayor's Task Force on Community Energy to provide a governance structure to the multistakeholder implementation of the Community Energy Plan;

AND THAT the management and administration of the Task Force be under the direction of the City's Chief Administrative Officer in consultation with the Mayor's office;

AND THAT Council receive quarterly update reports from the Task Force.

CDES-2009 A.38 **2007 VICTORIA ROAD SOUTH - TREE CUTTING**

Receive

"THAT the September 21, 2009, `2007 Victoria Road South – Tree Cutting' report be received."

attach.

INFORMATION REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design & Development Services

DATE September 21, 2009

SUBJECT Online Building Permits and Inspections

REPORT NUMBER 09-78

SUMMARY

The Building Services division of CDDS and the Information Technology division of Information Services have added new features to the City's computerized building permit tracking system known as AMANDA. These enhancements allow residential home owners and contractors to apply for selected building permits and schedule inspections online.

BACKGROUND

In 1995, the City formed a partnership with the Guelph & District Homebuilders Association to fund and implement an automated tracking system for building permits and inspections. The system was designed to improve turnaround times for both building permits and inspections. It also improved the City's ability to track permit activity and inspections.

The Association agreed to pay a permit fee surcharge to fund the project, and Guelph was the first Canadian city to introduce an automated system which allowed the City to issue new house permits in 5 days or less. Inspections were also able to be arranged with just 24 hours notice.

This level of service continues today, and will be complimented by new online functions that are designed to increase the efficiency of issuing permits and scheduling inspections.

REPORT

The Building Services division of CDDS and the Information Technology division of Information Services have added new online features to the AMANDA system. These service enhancements include:

Public Search

Any user can utilize the public search function to find any building permits issued since 1995 or complaints lodged since 2008 for a specific property in the city. In addition, selected other property based information is able to be viewed such as Committee of Adjustment applications, sign permits and termite inspections.

Online Permits and Inspections

Registered users can apply for building permits, request inspections and track the status of their building permits online. Registration allows the City to provide secure access to detailed information about building permits and inspections.

Residential customers were the primary focus of the enhanced system and Building Services enlisted three local homebuilders to pilot test the new online system. In April of 2009, representatives from Reid's Heritage Homes, Fusion Homes and Ashton Ridge Homes were trained to use the online features of AMANDA.

After testing the system and making the necessary corrections, Building Services Online was made available on guelph.ca in June of 2009. Since then, six additional local homebuilders have been trained to use Building Services Online.

Homeowners have also begun enquiring on using this system for deck and basement finish permit applications. Staff will be enhancing the system in the next few months to make the full range of residential permits available for online applications. These include sheds, garages, additions, renovations and swimming pools.

Registered users have reported that they are impressed with Building Services Online and appreciate that they have 24-hour 7-day-a week access from their office to monitor their building permit activity and schedule inspections. This reduces wait times and the number of City Hall visits required to complete a building project.

The system is one of the most comprehensive online building permit systems in Ontario, and is expected to improve customer service and increase efficiency in the Building Services division.

CORPORATE STRATEGIC PLAN

Goal 5 – A community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

Council previously authorized funding for this project.

DEPARTMENTAL CONSULTATION/CONCURRENCE

Community Design and Development Services, Building Services Division Information Services, Information Technology Services Division Information Services, Corporate Communications Division

COMMUNICATIONS

Following receipt of this Information Report, the City will issue a news release to local and industry media outlets, and will promote the services in the City News pages of the Guelph Tribune. The online services will also be highlighted on guelph.ca and InfoNet.

ATTACHMENTS

N/A

Original Signed by:

original olgited by.

Prepared By:

Robert Reynen Manager of Inspection Services 519-837-5615, Ext. 2386 rob.reynen@guelph.ca

Original Signed by:

Recommended By:

James N. Riddell
Director
Community Design and Development Services
519-837-5617, Ext. 2361
jim.riddell@guelph.ca

Original Signed by:

Recommended By:

Bruce A. Poole Chief Building Official 519-837-5615, Ext. 2375 bruce.poole@guelph.ca

T:\Building\Reports\Information Reports\2009\Online Building Permits and Inspections.doc

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE September 21, 2009

SUBJECT Victoria Road North (Woodlawn Road to Speed River):

Environmental Assessment & Reconstruction

REPORT NUMBER 09-79

RECOMMENDATION

"THAT the Community Design and Development Services Report 09-79, on 'Victoria Road North (Woodlawn Road to Speed River): Environmental Assessment and Reconstruction', dated September 21, 2009, be received;

"AND THAT staff be authorized to proceed with the reconstruction of Victoria Road North including the following improvements as outlined in this report:

- a) Reconstruction of the Victoria Road / Woodlawn Road intersection;
- b) Improvements to the mid-block section as identified in the Victoria Road North Secondary Plan; and
- c) Canoe-launch area and trail accesses in the vicinity of the Speed River."

BACKGROUND

An Environmental Assessment (EA) was undertaken to review and implement improvements to Victoria Road North from Ferndale Avenue to north of Ingram Road as identified in the 1999 Victoria Road North Secondary Plan. Through the EA process a reconstruction plan for Victoria Road North from Woodlawn Road to the Speed River (Figure 1) has been prepared; it identifies specific improvements for the following three sections of the roadway (Figure 2):

Section 1 – from Woodlawn Road to Ferndale Avenue (165 metres), including the intersection at Woodlawn Road and Victoria Road

Section 2 – from Ferndale Avenue to development limits on either side of Victoria Road (850 metres)

Section 3 – the northernmost section up to Speed River (550 metres)

The Victoria Road North project is one of the approved projects under the

Infrastructure Stimulus Funding program and must be completed before March 31, 2011. The purpose of this report is to obtain Council's approval for the specific improvements included in the project prior to proceeding with detailed design and construction.

REPORT

The 1999 Victoria Road North Secondary Plan provided the framework for development in the areas north of Woodlawn Road and to the east and west of Victoria Road. Development including the extension of municipal services has been proceeding based on approved plans of subdivision and site plans.

Victoria Road north of Woodlawn Road is currently a four-lane cross-section between Woodlawn Road and Ferndale Avenue and reduces to a two-lane, rural cross-section from Ferndale Avenue to the Speed River.

The 1999 Secondary Plan recommended specific urban features for the section of Victoria Road adjacent to new development (Section 2 in Figure 2) including:

- Four-lane cross-section with on-street parking on either side
- Bicycle lane on either side
- Boulevard and sidewalk on either side with abutting residential developments served by rear lanes for vehicular access
- Centre median with plantings
- East-west cross-streets forming a grid pattern

The City's Trail Master Plan has identified a number of on/off-road features in the Victoria Road North corridor including:

- Trail Gateway at the City Boundary with access to the existing trail along the Speed River on the east side of Victoria Road and the Guelph Off-Road Bicycle Association (GORBA) trail on the west side
- Canoe launch area with parking
- Pedestrian crossing south of Speed River and at Simmonds Drive

The Environmental Assessment was carried out by Stantec Consulting Ltd, and although the initial focus was on the section of roadway that involved pavement widening (Section 2 in Figure 2), the study was extended to address improvements to the entire section from Woodlawn Road to the Speed River. Consultations were undertaken among City staff (Engineering Services, Parks Planning, Policy Planning and Traffic Services), external agencies and stakeholders. Given the varying nature of requirements on Victoria Road North, specific improvements were identified for the three different sections (Figure 2). Natural environmental, archaeological and geotechnical investigations were undertaken as part of the study process. The proposed improvements for each section are as follows:

<u>Section 1 (Woodlawn Road to Ferndale Avenue - 165 metres):</u> This section is a four-lane cross section and includes the intersection at Victoria Road and Woodlawn

Road. At present, there are no turn lanes at the intersection. The proposed improvements for this section include the addition of northbound and southbound Left-turn lanes and an eastbound Right-turn lane. North of the intersection the roadway will be reconstructed with four lanes and two bicycle lanes.

<u>Section 2 (Ferndale Avenue to north of Ingram Road – 850 metres):</u> This section of the roadway passes through the new development area and urban features were identified in the Victoria Road North Secondary Plan. The proposed improvements consistent with the Secondary Plan and Urban Design policies include the following (see Figure 3):

- A two-lane divided roadway with a 4.5 m centre median
- 1.5 m bicycle lane one either side
- Dedicated on-street parking on either side
- Boulevards and sidewalks

The narrow travel portion of the roadway and the wide centre median along with the low volume of traffic would enable safe pedestrian crossing without additional control measures.

Section 3 (from north of Ingram Road to Speed River – 550 metres):

This section of the roadway is a two-lane rural cross-section and will be reconstructed with the addition of bike lanes. At the north end of the section, near the Speed River, the following improvements will be undertaken consistent with the recommendations of the Trails Master Plan (Figure 4):

- Access to existing trails on either side of Victoria Road with pedestrian crossing across the roadway
- Canoe launch area on the east side of Victoria Road with on/off street parking

Under the municipal Class EA process, roadway modifications that do not result in additional capacity (i.e. addition of new travel lanes), including intersection improvements, are considered pre-approved. The roadway improvements identified for Victoria Road North from Woodlawn Road to the Speed River do not involve new travel lanes and additional capacity, and are therefore pre-approved for implementation. It should be noted that the widening of pavement in Section 2 of the project is designed to accommodate on-street parking and cannot be used as travel lanes.

However, the building of the proposed roadside canoe-launch area requires a Schedule B EA approval. The design of the canoe-launch area and the EA process will be undertaken following Council approval. The EA for the canoe-launch undertaking, including departmental, agency and stakeholder consultation, can be completed in time for construction 2010.

The detailed design for the intersection and roadway improvements including municipal services and utilities will also be undertaken following Council approval, and construction will begin in 2010 for completion by 2011.

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

FINANCIAL IMPLICATIONS

Project funding is approved under two Capital Projects: RD0072 (Victoria Road / Woodlawn Road intersection) and RD0247 (Victoria Road North) for a total amount of \$4.9 M, of which \$3.1 M will be recovered under the Infrastructure Stimulus program. The City's portion of \$1.8 M will be paid from tax revenues, Development Charges and development frontage payment.

DEPARTMENTAL CONSULTATION

During the study staff consultations included Engineering Services, Parks Planning, Policy Planning and Traffic Services. This report has been circulated to Parks Planning, Policy Planning and the Operations Department.

COMMUNICATIONS

N/A

ATTACHMENTS

Figure 1 – Key Plan

Figure 2 – Project Sections

Safau Phili

Figure 3 – Proposed Improvements (Section 2) Figure 4 – Proposed Improvements (Section 3)

Prepared By:

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

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

Original Signed by:

Recommended By:

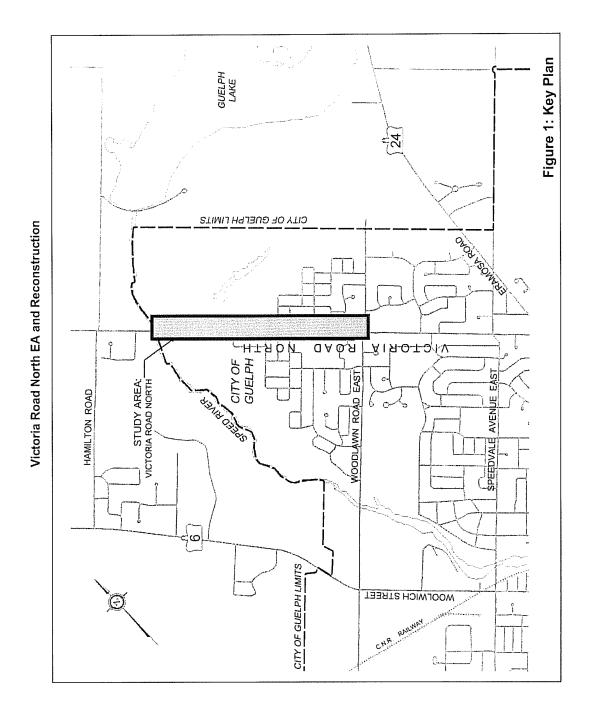
James N. Riddell

Director, Community Design and Development Services

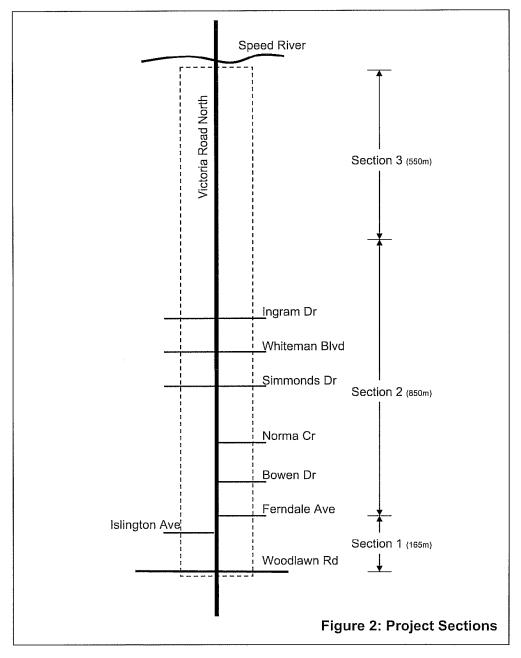
(519) 837-5617, Ext. 2361

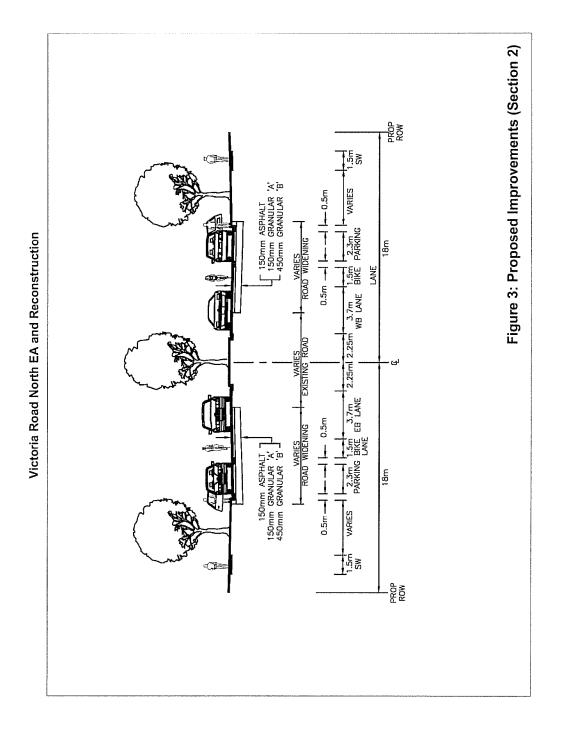
jim.riddell@guelph.ca

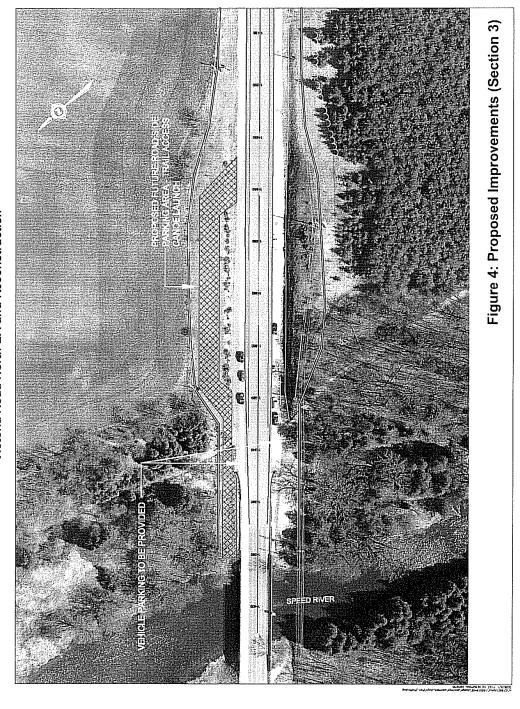
T:\ENGINEER\Engineering Council\2009



Victoria Road North EA and Reconstruction







Victoria Road North EA and Reconstruction

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Environmental Services DATE September 21, 2009

SUBJECT River Valley Development Dolime Site – Update Report

REPORT NUMBER

RECOMMENDATION

"THAT the report of the Director of Environmental Services, dated September 21, 2009 entitled Update on the River Valley Development Dolime Site, be received."

BACKGROUND

On November 29, 2007, Mayor Farbridge wrote to the Ministry of Natural Resources (MNR) in response to correspondence received by the City on an application by River Valley Development (RVD) to vary a condition of their current aggregate license which would authorize an increase in the number of tonnes of aggregate to be mined per annum. The Mayor's response re-affirmed the City's opposition to the requested license change. The Mayor requested assurances, in writing, that continued mining at the quarry would not adversely impact the City's water supply, now or at any time in the future. The City requested that MNR, in consultation with MOE, review an attached technical document prepared by Dave Belanger, Water Supply Program Manager, and respond to the City's concerns and questions.

A year later, on November 4, 2008, the City received a response from MNR, indicating, amongst other things, that MNR would require RVD to undertake a study to better understand the depth of the quarry in relation to the various geological layers, prior to the approval of the requested tonnage increase. MNR also indicated that a Steering Committee would be formed to develop the Terms of Reference for this study and that the committee would include representatives from:

- MOE;
- MNR;
- · City of Guelph;
- RVD Inc.;

Ministry of Northern Development and Mines (MNDM).

On December 22, 2008, Mayor Farbridge replied to MNR reiterating the City's belief that the <u>current</u> quarry operation threatens and endangers the City's water supply and thereby endangers the health of the citizens of Guelph, plus the City's concern that increasing the annual tonnage would increase the threat to the City's water supply. The Mayor also referred to new mapping information obtained from the Ministry of Northern Development and Mines (MNDM)/Ontario Geological Survey (OGS) that has significant impact on the interpretation of the geological conditions at the quarry site. The letter included a detailed technical response to MNR and MOE, posed a number of questions, and requested that both agencies reconsider their positions in light of the new geological information.

Specifically, the Mayor recommended:

- 1) That MNR immediately limit the extent of the excavation of the quarry such that no further excavation of the aquitard, which protects the City's drinking water source, occurs;
- 2) That the MNR and MOE re-review the potential impacts of the quarry given the new and additional information obtained from OGS and the discussions presented in the letter, and respond back to the City on its original submission and the additional concerns raised in the letter;
- 3) That MNR add a condition on the quarry's aggregate license to require mitigation through the backfilling of the quarry to a specified depth with a specified material that would result in the municipal wells to be considered non-GUDI, (i.e. non-Groundwater Under the Direct Influence of Surface Water) when the dewatering pumps are turned off; and
- 4) That MNR provide additional details on any proposed changes to the blasting program and that MNR consider the potential nuisance or excessive annoyances that would likely occur as a result of more frequent or larger blasting. And that MNR also consult with both the City and its residents prior to any proposed changes to the blasting program.

The first meeting of the Steering Committee was held January 23rd, 2009. In addition to the representatives noted above (Pg. 1), there were also representatives from the Grand River Conservation Authority (GRCA). During that meeting, recent and very detailed geological information was presented by MNDM/Ontario Geological Survey (OGS), including information on the depth of the current aggregate extraction compared to the depth of the aquitard (which protects the bedrock aquifer) and the depth of the aquifer itself.

City staff expressed concerns regarding the protection of the City's pristine ground water source and both the current and future risks represented by the mining operation. Current legislation, including the *Clean Water Act*, was discussed and many issues were raised, including the concerns raised by local residents regarding the noise and vibration levels. The City also requested answers to the specific questions raised in the Mayor's correspondence to MNR dated December 22, 2008. Staff understood from the discussion that one of RVD's concerns was the value of the dolomite aggregate to the Ontario construction industry.

It was agreed that MOE would arrange a technical sub-committee to meet prior to the next meeting of the Steering Committee, the purpose of which would be to develop the Terms of Reference (TOR) for additional work to be done by RVD, including a geotechnical study. Although staff sought a voluntary commitment that during the interim RVD would not resume blasting in the area of concern, no such commitment was made. However, it was understood that RVD would inform both MNR and MOE, in writing, prior to resuming any blasting operations.

The Technical Sub-committee was formed and their first meeting was held on February 9th, 2009. The Technical Sub-committee confirmed the need for further geological work to delineate the depth of the both the aquitard and the aquifer.

A second meeting of the Technical Sub-committee was held on February 23rd, 2009. That meeting was attended predominately by the geologists representing RVD and the City, along with representatives from the MOE. During that meeting, City staff understood that a "statement of facts" was agreed to by all present concerning the current geological conditions of the site and the extent to which the blasting had already impacted the aquitard protecting the City's water supply.

On February 25th, 2009, a second meeting of the Steering Committee was held, during which representatives of RVD indicated that they did NOT agree with the "statement of facts". As that statement was the starting point for the agenda, representatives from MNR adjourned the meeting and, after some discussion, recommended mediation to include MNR, MOE, RVD and the City. The intent of mediation was understood to be to seek solutions which would be protective of the City's groundwater resource, which are either agreeable to RVD or required by MNR and/or MOE. RVD committed to not mine further in the area of concern until the end of 2009 to allow this process to proceed.

REPORT

The mediation process has not as yet been initiated. MNR representatives indicated that they intend to arrange the first meeting to discuss the mediation process after receipt from RVD of the technical report on the results of the most recent geological testing conducted at the site. That work is an outcome of the recommendations of the Technical Sub-committee and reports on additional information related to the hydrogeological characteristics of the site and possible linkages to adjacent wells, as well as on the drilling conducted to more accurately map both the top of the aquifer and the thickness of the aquitard in a study area that encompasses the planned quarrying activities of the next five years. The results of that work were received on July 8th, 2009 and are currently under review by all involved.

In response to the resumption of blasting operations which occurred March, 2009, MNR has advised the City that RVD are excavating the aquitard but not breaching the aquitard, (i.e. they are leaving several metres of aquitard in place above the

aquifer and are not operating in the site area where the aquitard had been breached previously).

On July 28th, 2009, Mayor Farbridge wrote (letter attached) to MNR indicating the City's understanding that, during a visit to the mine by staff from MOE, MNR and MNDM/OGS, it was confirmed that the aquifer from which the City draws its drinking water supplies had been exposed by excavation in the quarry. The Mayor indicated that it is the City's view that the City's water supply wells are at risk and have been adversely impacted by the removal of the aquitard. The Mayor requested that both MNR and MOE reconsider their positions and issue an updated technical review based on the new MNDM/OGS information.

The Mayor also asked how, by whom, and based on what data it has been determined that excavating the aquitard but leaving "several meters" is adequate to protect the City's water supply, given that blasting increases the possibility of fractures penetrating through the remaining aquitard.

On Friday August 14th, 2009 City staff met with representatives of MNR and MOE. The purpose of the meeting was to clarify, in advance of any potential mediation process, the City's position and concerns, MNR's role and procedures, MOE's roles and authority, applicable provincial legislation, and MOE's and MNR's ability to address the City's concerns. Prior to the meeting, MNR/MOE had provided answers to some, but not all, of the questions originally posed by the Mayor in her letters dated November 29th, 2007 and December 22nd, 2008.

At the meeting MOE representatives indicated that more technical information was likely needed and requested that the Technical Sub-committee meet to determine what gaps there are in the technical data based on the review of the most recent work conducted on behalf of RVD, and that any additional technical work be completed. Staff advised the representatives from MNR/MOE that the City is seeking constraints on RVD regarding the location and depth of the blasting while these studies are on-going. Specifically, we requested that the entire aquitard, not just several metres, be protected.

On September 4, 2009, the Mayor received a response from MNR (attached) indicating that the MOE is reviewing the results of the most recent hydrogeological work and will prepare a response to the City's request for an updated technical review within the next few weeks. In addition, the MOE has arranged for a technical meeting on September 30, 2009 to discuss the hydrogeological scope of work and hopefully to reach consensus on the technical work that is required to better understand the level of connection between the City's wells and the exposed aquifer at the quarry.

In his response, Mr. Hagman, District Manager, Guelph District Office, MNR, indicated that it was his "decision to maintain several metres of aquitard and allow continued operations at the quarry based on considerations of balancing, the City's concerns with potential impact to the City's water supply, with the licensed operation of the quarry."

The next step will be the technical meeting scheduled for September 30, 2009 during which the most recent technical work will be reviewed and any additional technical work required will be determined.

CORPORATE STRATEGIC PLAN

- Goal 1 An attractive, well-functioning and sustainable City:
- 1.2 Municipal sustainability practices that become the benchmark against which other cities are measured.
- Goal 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

As reported in a previous Council report, financial impacts are uncertain. As a worst case, upon closure of the mine at least one City water supply well and perhaps as many as four wells may require treatment ranging from capital costs of \$1 million to \$2 million per well. As a minimum, the City's regulatory responsibilities and the resultant costs for Source Water Protection will increase as a result of the increased vulnerability presented by the quarry.

DEPARTMENTAL CONSULTATION

Corporate Services – Legal Services Division

COMMUNICATIONS

N/A

ATTACHMENTS

- 1. Copy of Mayor Farbridge's letter dated July 28, 2009 to MNR.
- 2. Copy of MNR's letter dated September 4, 2009 to Mayor Farbridge.

Original Signed by:

Written and Recommended By:

Janet L. Laird, Ph.D. Director of Environmental Services 519.822.1260, ext. 2237 janet.laird@guelph.ca July 28, 2009

Ministry of Natural Resources Guelph District I Stone Road West Guelph, ONT NIG 4Y2

Attention: Ian Hagman

RE: GUELPH DOLIME QUARRY - PROPOSED TONNAGE INCREASE

Dear Mr. Hagman

Thank you for your November 4, 2008 reply to our correspondence dated November 29, 2007. Your reply included a technical review prepared by the MOE. That review concluded the City's wells will not be adversely impacted by the current and past aggregate operations or following rehabilitation of the site.

As you are aware, staff from the MNR and the MOE have since visited the quarry with staff from the Ontario Geological Survey to view the City's Gasport Aquifer. During that visit it was determined that the Gasport Aquifer has now been exposed by excavation in the quarry. It is now evident that the floor of the quarry is directly connected to the same aquifer from which the City pumps much of its drinking water supplies. This new information supersedes that which was available to the MOE at the time of your technical review. It is our view and the view of the Technical Subcommittee, that the City's wells are at risk and have been adversely impacted by the removal of the aquitard and that the MOE's opinion on adverse impact can not now be supported.

I respectfully request that the MNR request the MOE to issue an updated technical review. The record should clearly state that the City's aquifer is now exposed in the quarry and the previous November 4, 2008 opinion can no longer be supported.

In addition, you have recently indicated that the operator is excavating part of the aquitard, but is leaving several metres in place above the aquifer. Please advise how, by whom and based on what data, it has been determined that "several metres" is adequate to protect the City's water supply? Given that several metres of the aquitard will be blasted at surface, the possibility of fractures penetrating through the remaining aquitard is high.



Office of the Mayor

City Hall 1 Carden St Guelph, ON Canada N1H 3A1

T 519-837-5643 TTY 519-826-9771 F 519-822-8277 E mayor@guelph.ca

guelph.ca





What assurances can MNR or MOE provide to the City that "several metres" is adequate to protect the City's water supply and that fractures will not occur?

We look forward to your timely response to this request.

Sincerely,

Karen-Farbridge

Mayor

cc: Jane Glassco, MOE, Guelph District Manager

Don Hamilton, MOE, Supervisor of Drinking Water Inspection

Sandra Gagne, MOE, Regional Hydrogeologist

Richard Vantfoort, MOE, Water Resources Scientist - Hydrogeologist

Alistair MacKinnon, MNR, Policy Advisor

David Webster, MNR, Regional Hydrogeologist

Carson Reid, River Valley Developments Inc.

Dave Belanger, Water Supply Program Manager, City of Guelph Janet Laird, Director of Environmental Services, City of Guelph Ministry of Natural Resources Ministère des Richesses naturelles

Guelph District 1 Stone Road West Guelph, Ontario N1G 4Y2 Telephone: (519) 826-4955 Facsimile: (519) 826-4929 CC Janes Laire Dave Belan Poter Busalt

SEP 0 8 2009

Office of the Mayor



September 4, 2009

Mayor Karen Farbridge City Hall 1 Carden Street Guelph, ON N1H 3A1

Dear Mayor Farbridge,

Thank you for your letter of July 28, 2009 regarding the Guelph Dolime Quarry – Proposed Tonnage Increase. I wish to respond to the number of questions within the letter.

The Ministry of the Environment (MOE) has reviewed a letter report on the summary of the hydrogeological work completed in the spring of 2009 dated June 25, 2009 from Conestoga Rovers and Associates and has responded to them requesting clarification on the hydrogeological work being conducted at the quarry.

The Ministry of the Environment is presently reviewing the general technical hydrogeological information in preparation of a response to the City's request for an updated technical review and will provide comments to me in the next few weeks. The Ministry of the Environment has organized a technical meeting on my behalf to all parties for September 30, 2009 to discuss the full extent of the hydrogeological scope of the project. At this time, it is my hope that we reach consensus on the technical work that is required to better understand the level of connection between the City's well and the exposed Gasport Formation at the quarry.

It was my decision to maintain several metres of aquitard and allow continued operations at the quarry based on consideration of balancing, the City's concerns with potential impact to the City's water supply, with the licensed operation of the quarry.

The Ministry of Natural Resources and the Ministry of the Environment will continue to work with the City and River Valley Developments to provide a solution that best meets the needs of all parties.

Again, thank you for your letter and if you have any further questions or concerns please feel free to contact me at any time.

Sinderely,

lan Hagman

District Manager Guelph District

519-826-4931

ian.hagman@ontario.ca

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Environmental Services DATE September 21, 2009

SUBJECT Community Energy Plan

Mayor's Task Force on Community Energy

REPORT NUMBER

RECOMMENDATION

THAT the Report of the Directors of Environmental Services and Community Design and Development, dated September 21, 2009 with respect to the Community Energy Plan – Mayor's Task Force, be received for information;

AND THAT Council approve the creation of a Mayor's Task Force on Community Energy to provide a governance structure to the multi-stakeholder implementation of the CEP;

AND THAT the management and administration of the Task Force be under the direction of the City's Chief Administrative Officer in consultation with the Mayor's Office;

AND THAT Council receive quarterly update reports from the Task Force.

BACKGROUND

The 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 efficiency and sustainable energy use in the City. Benefits to the community include energy efficiency, cost savings, economic competitiveness, and a more sustainable future.

A. The Establishment of the CEP

At their meeting held April 23rd, 2007, Council received endorsement of the CEP from a large number of local organizations and endorsed the Vision, the Goals and the directions provided in the CEP as the basis for the community energy planning in Guelph;

The Vision Statement of the Community Energy Plan is:

"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".

This vision is supported by five goals that focus on the CEP's role in attracting quality investment, in ensuring reliable and affordable energy, in reducing environmental impacts, in enhancing Guelph's competitiveness, and in aligning public investment with the CEP:

Each goal has recommended strategies and long-term targets for measuring success.

B. CEP – A Council Priority

Through a 2007 Council Priority setting process, the implementation of the Community Energy Plan was ranked Council's #1 priority project for achieving the goals of the City's Strategic Plan.

C. 2007 to Date - Projects Initiated

Since 2007, not including activities in 2009 as described in this report, there have been approximately 50 energy and water-related projects initiated within the scope of the CEP. (See summary Attachment A).

D. 2008 - Preliminary CEP Governance Analysis

In April 2008, the City, partnered with Guelph Hydro Inc. (GHI) and with assistance from Deloitte & Touche, prepared a draft report: "CEP Inc. – Roadmap for Implementation". The report was substantially informed by a Visioning Workshop conducted in January 2007 and outlined a suggested mission/vision statement, governance/resource structure and an operating plan for a new community-based entity or corporation that would support and guide the implementation of the CEP. The formation and staffing of a new corporation ("CEP Inc.") was considered premature with respect to the implementation process and was also deferred/delayed due to on-going discussions between the City and GHI concerning corporate restructuring.

E. 2009 - Recent Actions

Recent (2009) actions to further the implementation of the CEP have included:

- 1. **Implementation Tools**. In early 2009, Garforth International was engaged to develop a suite of implementation tools. Work is ongoing. The implementation tools and supporting activities are summarized as follows:
 - a. CEP At-a-Glance A guideline to assist in communications to specific community audiences: citizens, small builders, large builders,

- industrial, etc.
- b. Building Efficiency Guidelines Information on building energy efficiency standards to meet short and long term CEP Goals.
- c. *Energy Performance Labeling* Program description and information document for the energy end use labeling of buildings.
- d. *Solar Photovoltaic* Information document targeting homeowners and commercial owners promoting the increased development and installation of solar photovoltaic generation capacity.
- e. *District Energy Workshop* One day charette for implementation & benefits of district energy.
- f. *Policy & By-law:* A review of implementation tools that can be used by the City including: Energy Zoning, Application Guidelines, Permitting etc.
- g. Documentation & Execution Implications and resources needed to develop a Greenhouse Gas registration process and an analysis of the long term potential to generate revenue from emerging carbon markets.
- 2. A Consultation and Decision Process for Implementation was initiated in March 2009 in partnership with Guelph Hydro Inc. and the Ontario Centres of Excellence (OCE). The intent was to identify and set implementation priorities and actions for the near term for the scale projects deemed critical to the success of the CEP. This process, overseen by a Project Team comprised of OCE, GHI and the City, was facilitated by Decision Partners Inc. and included a comprehensive stakeholder consultation process through two Think Tank sessions. One of the key outputs was a focus on CEP governance that led to the recommendation to create the Mayor's Task Force.
- 3. **Hiring of a Community Energy Plan Program Manager**. In late April 2009, a CEP Program Manager was hired and has been active in the following areas:
 - a. Program manage, coordinate and drive all CEP-related City projects, bringing resources together and building needed community stakeholder relationships, ensuring timely communication to the community and Council on achievements, status and next steps.
 - Establish partnerships, seek synergies and coordinate tasks amongst all stakeholders, including other municipal staff, Guelph Hydro, all CEP Consortium members and other community stakeholders;
 - c. Work with City staff, Guelph Hydro and other partners to develop, implement and assess a detailed implementation plan and schedule for all projects showing key deliverables, timelines, resources and key Council decision points.
 - d. Assess and provide recommendations to all Directors and Managers involved in achieving the goals of the CEP, including alternative approaches, best practices and industry experience;
 - e. Establish and maintain excellent networking relationships with both Provincial and Federal agencies engaged in energy and energy conservation;
 - f. Manage consultants engaged in the delivery of programs and projects

- to ensure timely and cost-effective delivery;
- g. Secure funding, and approvals from other levels of government, where applicable;
- h. Provide staff and community training sessions and workshops.
- i. Work with Corporate Services Corporate Communications to promote the CEP successes.
- j. Prepare and present reports to Council on progress against CEP goals as required/requested

REPORT

This report presents the opportunity and recommendation for establishing an interim governance structure necessary for the on-going implementation of the Community Energy Plan (CEP). The identification of this initiative resulted from a larger project to develop a stakeholder engagement plan and critical path for the ongoing implementation of CEP scale projects.

Leadership, Governance and the concept of CEP Scale Projects

The CEP calls for the implementation of scale projects to demonstrate visible and early success and to position Guelph as national leader in emerging markets and regulatory structures. A scale project is defined in the CEP document as projects that "accelerate progress towards a successful implementation of the CEP" and "ensure long term implementation". As cited in the CEP's Executive Summary, scale projects can be used to "establish the market framework of a municipal energy service organization that is structured to ensure the highest reliability, least cost and least environmental impact energy services of all types".

To demonstrate visible and early success, three scale projects – the **Guelph Innovation District**, **Downtown District Energy**, and the **University of Guelph Integrated Energy Master Plan Initiative** were identified as projects that could maximize the return on energy potential as envisioned by the CEP.

A fourth scale project – **Stakeholder Engagement & Governance** – was identified through the strategic Think Tank planning process as being critical to the CEP goal of ensuring long term successful implementation.

Successful implementation of these four scale projects is central to the achievement of CEP goals. However, this report is specifically addressing recommendations focused only on the fourth scale project - **Stakeholder Engagement & Governance.**

Challenges Implementing the CEP and Scale Projects

Since Council's adoption of the CEP, a number of implementation challenges have become apparent. Each of the scale projects described above has multiple stakeholders, occurs within a complex decision-making system, and requires some significant shifts in culture and organizational behaviours. Further, each requires long-term commitment, sustained financial investment, as well as coordinated participation by a diverse set of stakeholders. More specifically, challenges implementing the four scale projects have been related to:

1. Investment for Long-term Infrastructure:

Securing the investment requirements for building physical infrastructure that supports the CEP goals is one of the most acute implementation challenges. This challenge is most significant in the area of District Energy, which requires the installation of an energy distribution infrastructure network substantially different from current electricity and natural gas distribution systems. A fundamental challenge is the upfront investment requirements in the context of long-term returns, whether by investor(s) from the public or private sector.

2. Regulatory Environment and Inter-Governmental Affairs

The Ontario Government's Bill 150, the *Green Energy and Economy Act*, is enabling legislation designed to stimulate the transition of the Ontario energy landscape. The promise of Bill 150 is consistent with the goals of the CEP. As well, the Government of Canada is becoming increasingly aware of the benefits of integrated community energy planning and its important contribution to national energy and climate change objectives. The challenge has been in positioning and resourcing the City in a non-traditional, assertive role to advocate, promote, lobby and intervene in a complex, policy-development process.

As well, community-to-community interaction is critical to the success of the CEP. Municipalities have a long tradition of cooperating and sharing resources and Guelph holds a place of responsibility to both sharing with and learning from other communities with common energy-related goals. To this end, the City has welcomed the involvement of the Ontario Centres of Excellence. The OCE views the CEP as an innovative process that can be modeled and followed by other municipalities.

3. Stakeholder Engagement

There is a range of diverse stakeholders – those individuals, groups and organizations – who affect, are affected by, or who perceive themselves to be affected by the CEP and its implementation. There has been a challenge in systematically defining and integrating the meaningful engagement of key stakeholder groups. While a small group of key decision-makers has continued their involvement in the implementation of the CEP since 2007, stakeholder engagement has moved away from the original level of community participation that characterized the Plan's development. There is the opportunity to significantly expand stakeholder engagement in order to build sustained stakeholder and community support and participation in the implementation of the CEP and scale projects.

4. Strategic Communication

While a substantial number of important speaking/meeting opportunities with the community have occurred, along with the promotion of special events, community polling has shown there is only a moderate level of general awareness about the CEP among Guelph citizens (Citizen's Satisfaction Survey, July 2008). There is a need to develop a strategic communication

process that ensures and measures whether communication efforts are systematically building citizens' and stakeholders' understanding of the potential that the CEP represents for the community.

5. CEP Stakeholder Engagement and Governance

The CEP is a community plan, not a city hall plan, with multiple stakeholders. Establishing a clear governance model that engages the community and all stakeholders is identified as critical to the successful implementation of the CEP and scale projects. Uncertainties related to respective roles, responsibilities and regulatory issues have already begun to result in gaps in the early integration and coordination of CEP initiatives and implementation strategies. Furthermore, the integration of the three main components of CEP – energy generation, delivery and conservation – fall well beyond the purview of any one stakeholder. To address this challenge, the formation of a clear governance model has been identified as a fundamental next step in the implementation phase of the CEP.

The Need for CEP Stakeholder Engagement & Governance

To address the challenges, as itemized above, and continue to move implementation of the scale projects forward, the City and Guelph Hydro Inc. recognized the need for a robust strategic implementation process to engage all stakeholders. To this end, the Ontario Centres of Excellence agreed to partner with Guelph Hydro Inc. to support the City in the development of a stakeholder engagement and implementation strategy.

In March 2009, the Project Team, which included the City, GHI and OCE, engaged the consulting firm of Decision Partners Inc. to support and facilitate the process which was dependent on significant stakeholder engagement. In addition to facilitating ongoing and regular interaction among representatives of the Project Team members, the consultant also facilitated two full-day Think Tank workshops, held on April 30, 2009 and June 11, 2009, that brought approximately 30 stakeholders and experts from across Ontario together to discuss, validate and build consensus around the next key implementation activities that would ensure the success of the CEP. Attachments B and C outline the invitation lists and framework, for the two Think Tanks sessions.

Effective dialogue, coordination and buy-in from a wide and diverse set of stakeholders was necessary. The Project Team followed the consultant's Strategic Risk Communications (SRC) process of skilled interaction supported by appropriate information to enable well-informed decision-making and action.

The process identified the need for a more clearly defined CEP governance structure. In addition, workshop participants generally recognized the opportunity for Guelph to position itself as a leader in green development and energy efficiency however, participants perceived a low level of community engagement in and understanding of the CEP. There was consensus around the need to build and sustain long-term interest and participation by effectively communicating with citizens and other stakeholders about CEP initiatives and successes along the way.

There was also an emphasis on the need to build greater shared understanding amongst stakeholders of what the CEP is, who "owns" it and how it will be achieved. Participants raised questions about the level of integration and synergy among the various projects and stakeholders that fall under CEP, and the need to work closely with regulators and relevant government ministries to support the City's implementation of the CEP.

An outcome of the Think Tank discussions and ongoing meetings of the Project Team, was the identified need to place greater emphasis on an interim solution to CEP governance. Increased CEP governance is needed to facilitate the processes of bringing resources together, building stakeholder relationships and creating integration and synergy amongst CEP initiatives.

Formation of an Interim Task Force:

As a first step towards realizing a long-term self-sustaining governance structure, an interim Task Force, to be chaired by the Mayor, is recommended. The Task Force will have a two-year mandate ending December 2012 and will be composed of representatives of the City, Guelph Hydro and community representation (to be determined). The organization of the Task Force is envisioned as a central committee supported by three networked sub-committees. The sub-committees will be chaired by a Task Force member.

The first three Task Force sub-committees are expected to be: the Communications/Stakeholder Engagement Sub-committee; the Governance and Finance Sub-committee; and the Inter-Governmental Affairs Sub-committee. The early organization of these sub-committees will represent the first steps towards addressing the implementation challenges as described above.

Specific to Governance and Finance, the Task Force will be responsible for building the framework for a self-sustaining structure to deliver the CEP objectives. The framework is expected to include: the organizational and legal structure, terms of reference, work plans, funding mechanisms, and identification of community and regional leaders capable of delivering on a broad range of integrated multi-element and multi-stakeholder initiatives.

The key benefits of a well defined and strong governance structure would include: clearly sharing the CEP vision and goals with a wide range of community members and stakeholders; establishing sustainable funding; developing and overseeing the implementation of a comprehensive stakeholder engagement strategy; coordinating resources; ensuring alignment of activities and initiatives and measuring/communicating CEP process and progress.

The short term objectives and deliverables of the Task Force, as recommended are:

Key Objectives:

- 1. Establish the Mayor's Community Task Force by the end of 2009.
- 2. Establish the Communications and Stakeholder Engagement Sub-Committee in January, 2010.
- 3. Develop a strategic Communications overview, in February 2010, for further

- development and implementation, under the guidance of the Task Force, through 2011.
- 4. Establish the Governance and Finance Sub-Committee in January, 2010.
- 5. Build the framework for a self-sustaining governance structure to deliver the CEP objectives in the first half of 2010, under the guidance of the Task Force, with implementation beginning in the fall of 2010 through 2011.
- 6. Establish the Intergovernmental Affairs Sub-Committee by June, 2010.
- 7. Develop a comprehensive Intergovernmental Outreach Plan by September, 2010, under the guidance of the Task Force, and begin implementation in fall 2010.

Key Deliverables (August 2009 - January 2010):

- 1. Task Force members confirmed December 2009.
- 2. Draft workplan and budget established November 2009.
- 3. Mayor's Community Task Force Terms of Reference defined January 2010.
- 4. First Task Force Meeting held January 2010.
- 5. Communications and Stakeholder Engagement Sub-Committee members confirmed January 2010.
- 6. Governance and Finance Sub-Committee members confirmed January 2010.

Next Steps

Once established, the Task Force will report to Council in February/March 2010. The Report will reflect the initial establishment activities for the Task Force including:

- Terms of Reference
- Task Force and committee membership
- Management and administration plan
- Workplan

CORPORATE STRATEGIC PLAN

The highly integrative nature of the Community Energy Plan touches on a number of the Goals of the City's Strategic Plan:

- Goal 1: An attractive, well-functioning and sustainable city
- Goal 2: A healthy and safe community where life can be lived to the fullest
- Goal 3: A diverse and prosperous local economy
- Goal 5: A community-focused, responsive and accountable government
- Goal 6: A leader in conservation and resource protection/enhancement

FINANCIAL IMPLICATIONS

In addition to the existing resources already allocated in the City's budget there will be minimal administrative costs. These costs will be part of the CAO's budget

DEPARTMENTAL CONSULTATION

The following Departments were consulted in the preparation of this Report:

Environmental Services Community Design and Development Services Economic Development and Tourism Corporate Services

COMMUNICATIONS

N/A

ATTACHMENTS

ATTACHMENT A - CEP-related Projects to Date;

ATTACHMENT B – Guelph Sustainable Community Energy Project, Think Tank Workshop #1;

ATTACHMENT C – Guelph Sustainable Community Energy Project, Think Tank Workshop #2

Original signed by:

Prepared By:

Robert Kerr Community Energy Plan Program Manager 519-822-126 ext. 2079 rob.kerr@quelph.ca Original Signed by:

Recommended By:

Janet Laird Director, Environment Services 519-822-1260 ext. 2237 janet.laird@quelph.ca

Original Signed by:

Recommended By:

Jim Riddell
Director, Community Design and
Development
519-822-1260 ext. 2361
jim.riddell@guelph.ca

ATTACHMENT A

CEP-related Projects to Date

Following is a brief summary of City-led or City sponsored projects that are completed or underway that support the goals and objectives of the CEP:

LARGE SCALE PROJECTS:

- South End Including Hanlon Creek Business Park
- Downtown Including Guelph General Hospital
- University of Guelph Integrated Energy Plan
- Ecotricity Waste Heat Utilization
- York Watson Innovation Lands Integrated Energy Plan
- New City Hall
- New South End Emergency Facility
- New Organic Waste Processing Facility

RENEWABLE ENERGY:

- 1,000 Solar Roofs
- Solar Park
- Biomass Generation Facility (wood waste)
- Biofuels in City Fleet
- Assess geo-thermal for larger developments
- Cogeneration from wastewater biosolids

PROJECTS/PILOTS:

- Great Refrigerator Round-up
- Peak Saver Program
- Summer Savings Program
- Electricity Retrofit Incentive Program (ERIP)
- Operation Power-Down
- Mayor's Megawatt Challenge (City facilities)
- Energy Audits & Retrofits of City facilities
- First LEED Platinum home in Canada (Partnership)
- Green Impact Guelph (Ministry of Energy \$148,000) GEL
- Energy Productivity Improvements (OPA \$521,000) GEL
- NRCan Building Performance Labeling Pilot
- Energy Efficient Student Housing Project
- City Fleet Testing Energy Efficient Vehicles
- Project Porch Light
- Development Approval Process
- Green Electricity Purchase Waterworks

WATER CONSERVATION:

- Healthy Lawns Education Program (20 Programs)
- Outside Water Use Program

- Residential Rebate Program Toilets, Front Loading Washers
- Waterloo-Wellington Children's Groundwater Festival
- Outdoor Water Efficiency Kits \ GIRC Rain Barrel Sales
- Outdoor Water Efficiency Demonstration Project
- WaterFacts Newsletters/Insight Guelph
- Residential Grey Water Reuse Pilot
- U. of G. Rain Water Harvesting Project
- Promotion of Tap Water
- Inflow/Infiltration Reduce Water Wastage
- IC&I Capacity Buy-back Program
- Beneficial Use of Biosolids
- Wastewater Effluent Reuse
- Heat Recovery from Wastewater
- Energy Retrofits in Water/Wastewater Processing
- Capacity Optimization
- Cogeneration from Biosolids (green power)

ATTACHMENT B

Guelph Sustainable Community Energy Project

Think Tank Workshop #1

Location: Committee Room C - Guelph City Hall

April 30, 2009

8:30 a.m. - 4:00 p.m.

Sponsors:

Mayor Karen Farbridge, City of Guelph Janet Laird, Director of Environmental Services, City of Guelph Don Lewis, Director Business Development, Ontario Centres of Excellence Ian Miles, Vice President, Business Development, Guelph Hydro Jasmine Urisk, Vice Chair of the Board, Guelph Hydro

_		-		-					
D	2	rı	•	\boldsymbol{c}	n	2	n	ts	•
	а	.,		u	ν	а	••	LJ	

Participants:		
Lloyd Longfield	President & CAO	Guelph Chamber of Commerce
Tony Mizzi		Guelph General Hospital
Tom Krizsan	President & CAO	Guelph Development Association
Don Drone	Director of Education	Wellington Catholic District School Board
Mike Annable		
Janet Laird	Director of	City of Guelph
	Environmental Services	,
Jim Riddell	Director of Community Design and Development Services	City of Guelph
Peter Cartwright	General Manager of	City of Guelph
reter cartwright	Economic Development	City of Guerpii
Hans Loewig	Chief Administrative	City of Guelph
. id.ib Loomig	Officer	city of cacipin
Ian Miles	Vice President Business Development and Chief Financial Officer	Guelph Hydro
Art Stokman	President	Guelph Hydro
Mark Unsworth	1100100110	Guelph Hydro
Don Lewis		OCE
Lois Payne	Director of Corporate	City of Guelph
20.0 . 270	Services	5.5, 5. 53.5.p.:
Charles White	Guelph Glass Plant Leader	Owens Corning
Bob Carter		University of Guelph
Rob Vanderspek		University of Guelph
Mark Cowie	Executive Vice President	Colliers International
Rob Kerr		City of Guelph
Marion Plaunt	Manager of Policy Planning and Urban Design	City of Guelph
Mel Ydreos	Vice President, Operations	Union Gas Ltd.
	'	

Conservation Authority Ontario Power Authority

Ontario Power Authority

Vice President

Julia McNally

Mary Ellen Richardson

Facilitators:

Sarah Thorne – Decision Partners -- with Tanya Darisi, Guelph University and Decision Partners

Project Purpose:

The City of Guelph's top priority is implementation of the Sustainable Community Energy Plan (CEP). Guelph Hydro Inc. (GHI) and the Ontario Centres of Excellence Inc. (OCE) have formed a strategic relationship to support the implementation the Plan. The goal of the Plan is to effect a reduction in energy use per capita, reduce the carbon footprint, and contribute to climate change improvements in both the City of Guelph and the Province of Ontario.

Decision Partners has been asked to support the ongoing implementation of this Plan by designing and facilitating two or three "Think Tank" Workshops between April and June 2009. The purpose of these Workshops is to develop the Strategic Planning Process and Critical Path for the implementation of three core elements of this Plan: the Guelph Innovation District Initiative, the Guelph University Initiative and the Guelph Downtown Initiative.

Workshop #1 Purpose: Design

The purpose of this workshop is to design the strategic planning framework for implementing the three core elements of the Plan.

Workshop #1 Objectives:

The objectives of the workshop are to:

- Build shared understanding of the opportunities and challenges presented by the Sustainable Community Energy Plan
- o Discuss the strategic planning process, opportunities and challenges
- Define the Opportunity Statement, including requirements for success, for each of the three Initiatives: the Guelph Innovation District Initiative, the Guelph University Initiative and the Guelph Downtown Initiative.
- Discuss Next Steps, including May Consolidation

Pre-workshop Assignment:

Please review the Executive Summary of Guelph's Sustainable Community Energy Plan.

ATTACHMENT C

Guelph Sustainable Community Energy Project

Think Tank Workshop #2

Location: Community Room C - Guelph City Hall

June 11, 2009

8:30 a.m. - 3:30 p.m.

Sponsors:

Mayor Karen Farbridge, City of Guelph

Janet Laird, Director of Environmental Services, City of Guelph Doug Wright, Managing Director, Ontario Centres of Excellence

Art Stokman, President, Guelph Hydro Inc.

Ian Miles, Vice President Business Development and Chief Financial Officer, Guelph Hydro

Inc.

Jasmine Urisk, Vice Chair of the Board, Guelph Hydro Inc.

Participants:

MIKE AIIIIable		
Scott Vokey	Energy Services Coordinator	Association of Municipalities of

Mike Cleland President and CEO Canadian Gas Association
Brent Gilmour Director, Urban Solutions Canadian Urban Institute
John Warren Canadian Urban Institute

Jim Riddell Director of Community Design City of Guelph

and Development Services

Hans Loewing Chief Administrative Officer City of Guelph Lois Payne Director of Corporate Services City of Guelph Rob Kerr Community Energy Plan City of Guelph

Rob Kerr Community Energy Plan Cit Program Manager

Marion Plaunt Manager of Policy Planning and City of Guelph

Urban Design

Lloyd Longfield President & CAO Guelph Chamber of Commerce
Tom Krizsan President & CAO Guelph Development Association
Tony Mizzi Director, Environmental Guelph General Hospital

Services

Mark Unsworth Vice President Sustainable Guelph Hydro Inc.

Energy Solutions

Jonathan Norman Director of Special Projects Ministry of Energy and

Infrastructure

Don LewisDirectorOntario Centres for ExcellenceJamie DoranBusiness DevelopmentOntario Centres for Excellence

Associate

Howard Carter Executive Director, Strategic Ontario Centres for Excellence

Planning Unit

Marika Hare Managing Director of Ontario Energy Board

Applications & Regulatory Audit

Mary Ellen Richardson Vice President, Conservation Ontario Power Authority

Programs and External

Relations

Julia McNally Manager, Planning, Codes & Ontario Power Authority

Standards

Charles White Guelph Glass Plant Leader Owens Corning
Rob Nixon Guelph Glass Plant Leader Owens Corning
Gordon Miller Environmental Commissioner Province of Ontario
Mel Ydreos Vice President, Operations Union Gas Ltd.
John Miles Assistant Vice-President, University of Guelph

Finance

Bob Carter Assistant Vice-President, University of Guelph

Physical Resources

Facilitators:

Sarah Thorne – Decision Partners -- with Tanya Darisi, Guelph University and Decision Partners

Project Purpose:

Successful implementation of a Community Energy Plan (CEP) is a top priority for the City of Guelph. To achieve the goals of the CEP, the City of Guelph, Guelph Hydro Inc. (GHI) and the Ontario Centres of Excellence Inc. (OCE) have formed a strategic partnership to support the implementation of three core initiatives. These initiatives, or scale projects, are the Guelph Downtown Initiative, the University of Guelph Initiative, and the Innovation District Initiative.

Decision Partners has been asked to support the City of Guelph and its partners in their efforts designing and facilitating two Workshops in April and June 2009. The first Think Tank was designed to provide the insight needed to define the draft Opportunity Statements and begin development of a Strategic Plan and Critical Path for the implementation of the three scale projects.

The second Validation Workshop has been designed to enable dialogue among key community, municipal, provincial and industry stakeholders and experts about the characterization of five Opportunities critical to the realization of the CEP. The focus of this Workshop will be sharing progress on the work to date, validation of the approach, and gaining insight into best practices and key learnings from the expert participants.

Workshop Purpose: Validation

The purpose of this workshop is to validate the next phase of the implementation process for the Community Energy Plan. Participants' expertise and experience will provide critical guidance into the draft Opportunity Statements and how to address strategic challenges and barriers related to the three scale projects, along with leadership and strategic communications of the CEP initiative.

Workshop Objectives:

The objectives of the workshop are to:

- o Provide an overview of the CEP and its critical importance to Guelph.
- Discuss progress to date on the three scale initiatives the Downtown Initiative, the University Initiative and the Innovation District Initiative -- and get participant insight into the draft Opportunity Statements.

- o Discuss the importance of CEP leadership and strategic communication and get participant insight into the draft Opportunity Statements for each.
- Define the Next Steps.

Pre-workshop Assignment:

Please review the Executive Summary of the Community Energy Plan and the document Draft Opportunity Statements to Support Implementation of Guelph's Community Energy Plan.

INFORMATION REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Operations Department

DATE September 21, 2009

SUBJECT 2007 Victoria Road South - Tree Cutting

Report Number 09-82

RECOMMENDATION

"THAT the September 21, 2009, 2007 Victoria Road South – Tree Cutting report be **received**."

BACKGROUND

Purpose of Report

The purpose of this report is to update the Committee with respect to the tree cutting that occurred at 2007 Victoria Road South in the spring of 2009 and the status of related issues associated with the property.

REPORT

1. City's Tree By-law/By-law Number (1986)-12229

On June 12, 2009, Bylaw Compliance and Enforcement staff responded to a concern regarding the cutting of trees at 2007 Victoria Road South. Staff immediately attended and began an investigation of the incident pursuant to the City's Tree Bylaw. The following summarizes the status to date.

Since June 12, 2009, Bylaw Compliance and Enforcement staff have accumulated approximately 150 hours investigating this issue.

By-law and Compliance staff are currently assessing the evidence collected through their investigation and will be making a decision shortly as to whether charges are appropriate related to the City's Tree By-law. Once the decision is finalized, Operations staff will work with Corporate Communications staff to issue a public communiqué regarding this matter.

2. The Migratory Birds Convention Act

The Federal Ministry of Environment has fined the owner and the contractor \$180.00 each for the destruction of one egg.

3. Abandoned Well

The owner has retained the services of Hanlon Well Drilling to decommission the well.

The well was sealed on July 22, 2009 and the Well Record Report was filed with the Ministry of the Environment on July 27, 2009.

4. Cultural Heritage Features on the Property

The owner has retained The Landplan Collaborative Ltd. to undertake a Heritage Assessment of the property.

The Heritage Report for 2007 Victoria Road South was completed on July 22, 2009 and submitted to the City on August 6. The Heritage Report outlined the History of the property and recommended:

"That there may be some merit in salvaging the cut and dressed/tooled limestone fireplace surround and lintel, as these are attractive pieces of stone and examples of nineteenth century stone craftsmanship in the area."

They further recommend that:

- a) The remains of the house should be demolished as it is a potential hazard.
- b) The ruins of the house and outbuilding, as well as the barn should be further documented by preparing measured drawings of the location of their remains and shown on a plan of the property.

The Heritage Report has been provided to Heritage Guelph for consideration and recommendation.

CORPORATE STRATEGIC PLAN

- Goal 1 An attractive well-functioning and sustainable city.
- Goal 4 A vibrant and valued arts, cultural and heritage identity.
- Goal 6 A leader in conservation and resource protection/enhancement.
- Objective 6.6 A bio diverse City with the highest tree canopy percentage among comparable municipalities.

FINANCIAL IMPLICATIONS

Not Applicable

DEPARTMENTAL CONSULTATION

Legal Services
Community Design and Development Services

COMMUNICATIONS

None

Prepared By:

Doug Godfrey,

Supervisor, Parking Regulation & Enforcement

Operations Department (519) 822-1260 Ext.2520

Doug.Godfrey@guelph.ca

Original Signed by:

Recommended By:

Allister McILveen, Manager, Traffic and Parking Operations Department (519) 822-1260 Ext. 2273 Allister.McIlveen@guelph.ca

Prepared By:

Marion Plaunt, MES, RPP, MCIP
Manager of Policy Planning and Urban Design
Community Design and Development Services
(519) 837-5616 Ext. 2426
marion.plaunt@quelph.ca

Recommended By:

Jim Riddell
Director, Community Design and
Development Services
(519) 837-5616, Ext. 2361
jim.riddell@guelph.ca

Recommended By:

Derek McCaughan
Director, Operations
(519) 837-5628 Ext. 2018
Derek.mccaughahan@guelph.ca

p:\planning\CDES\(09-82) - 2007 Victoria Rd S Tree Cutting.doc

Community Development & Environmental Services Closed Meeting Agenda

Monday September 21, 2009 - 12:30 p.m.

ITEMS FOR DIRECTION

1. **Former Delhi Community Centre Property at 65 Delhi Street** S. 239 (2) (a) the security of the property of the municipality

- ADDENDUM -

- Community Development and Environmental Services Committee Committee Room C (Rm 137)

1) River Valley Development Dolime Site – Update Report (CDES-2009 A.36)

Delegations

• Arlene Slocombe, Wellington Water Watchers

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, September 21, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, September 21, 2009 in Committee Room C at 12:30 p.m.

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

Also Present: Councillors Beard and Hofland

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. D. McCaughan, Director of Operations; Mr. R. Henry, City Engineer; 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 Bell

THAT the minutes of the Community Development and Environmental Services Committee meeting held on July 20, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Online Building Permits and Inspections
- River Valley Development Dolime Site Update Report
- Community Energy Plan Mayor's Task Force
- 2007 Victoria Road South Tree Cutting
- Moved by Councillor Piper Seconded by Councillor Bell

THAT the balance of the September 21, 2009 Community Development & Environmental Services Consent Agenda as identified below, be approved:

a) Victoria Road North (Woodlawn Road to Speed River): Environmental Assessment & Reconstruction

THAT the Community Design and Development Services Report 09-79, on 'Victoria Road North (Woodlawn Road to Speed River): Environmental Assessment and Reconstruction', dated September 21, 2009 be received;

Community Development & Environmental Services Committee

Page 2

AND THAT staff be authorized to proceed with the reconstruction of Victoria Road North including the following improvements as outlined in this report:

- a) Reconstruction of the Victoria Road/Woodlawn Road intersection;
- b) Improvements to the mid-block section as identified in the Victoria Road North Secondary Plan; and

Canoe-launch area and trail accesses in the vicinity of the Speed River.

Carried

Online Building Permits and Inspections

Mr. R. Reynen, Manager of Inspection Services outlined the building services now available online and advised that there has been positive feedback from both homebuilders and the public. He then advised of the promotion plans and next steps for the online services. He stated that building permits are available on line from 1995 forward and complaints from 2008 forward.

 Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the Community Design and Development Services report dated September 21, 2009 entitled `Online Building Permits and Inspections' be received.

Carried

Community Energy Plan – Mayor's Task Force

Mr. Rob Kerr, Community Energy Plan Program Manager provided a chronological background and advised of the goals of the CEP (Community Energy Plan). He then summarized the scale projects, their challenges, objectives and deliverables. He emphasized the need for stakeholder engagement and governance and outlined the next steps.

 Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the Report of the Directors of Environmental Services and Community Design and Development, dated September 21, 2009 with respect to the Community Energy Plan – Mayor's Task Force, be received for information:

AND THAT Council approve the creation of a Mayor's Task Force on Community Energy to provide a governance structure to the multistakeholder implementation of the Community Energy Plan;

Mr. J. Riddell

Community Development & Environmental Services Committee

Page 3

AND THAT the management and administration of the Task Force be under the direction of the City's Chief Administrative Officer in consultation with the Mayor's office;

AND THAT Council receive quarterly update reports from the Task Force.

Carried

The Mayor left the meeting at 1:05 p.m.

River Valley Development Dolime Site - Update Report

The Director of Environmental Services provided an update of the status of the blasting and the responses to the City's letters from the Ministry of the Environment and Ministry of Natural Resources.

Arlene Slocombe, on behalf of the Wellington Water Watchers expressed concern for the damage being caused to the aquifer. She suggested that Council should seek an injunction against River Valley Development in order to protect this valuable resource.

 Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the report of the Director of Environmental Services, dated September 21, 2009 entitled `Update on the River Valley Development Dolime Site', be received.

Carried

6. Moved by Councillor Salisbury Seconded by Councillor Piper

THAT the Mayor write to the Minister of Natural Resources and the Minister of the Environment regarding City Council's significant concerns with the current quarry operations at the "Dolime" site owned by River Valley Development Inc. and the threat to the City's groundwater resource due to the current mining of the aquitard formation which protects the groundwater aquifer.

Carried

7. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) and (e) of the Municipal Act with respect to:

Dr. J. Laird

Community Development & Environmental Services Committee

Page 4

- personal matters about identifiable individuals
- litigation or potential litigation

The meeting recessed at 1:28 p.m. and reconvened at 1:36 p.m.

Present: Councillors Burcher, Bell, Piper, and Salisbury Also Present: Councillors Beard and Hofland

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design & Development Services; Mr. D. McCaughan, Director of Operatons; Dr. J. Laird, Director of Environmental Services; Mr. D. Belanger, Water Supply Program Manager; Ms. M. Plaunt, Manager of Policy Planning; Ms. T. Sinclair, Manager of Legal Services; Mr. D. Godfrey, Supervisoer, Parking Regulation and Enforcement; Ms. S. Smith, Associate Solicitor; Mr. J. Stokes, Manager of Realty Services; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

The Manager of Realty Services provided information regarding the Former Delhi Community Centre Property at 65 Delhi Street.

8. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT staff be given direction with respect to the Former Delhi Community Centre Property at 65 Delhi Street.

Carried

The Associate Solicitor provided information on the status of the 2007 Victoria Road South tree cutting.

Staff provided information regarding the River Valley Development Dolime Site.

9. Moved by Councillor Salisbury Seconded by Councillor Bell

THAT the Community Development and Environmental Services Committee reconvene the meeting that is open to the public.

Carried

The meeting reconvened in public session.

Ms. L.E. Payne

Mr. J. Riddell

Mr. D. McCaughan

Community Development & Environmental Services Committee

Page 5

10. Moved by Councillor Salisbury Seconded by Councillor Bell

THAT the September 21, 2009 `2007 Victoria Road South – Tree Cutting' report be received.

Carried

The meeting adjourned at 2:17 p.m.

Next Meeting: October 19, 2009

Chairperson

committee AGENDA



TO Community Development & Environmental Services

Committee

DATE October 19, 2009

LOCATION Council Chambers

TIME 12:30 p.m.

disclosure of pecuniary interest

confirmation of minutes - September 21, 2009

PRESENTATIONS (Items with no accompanying report)

a)

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

Item	City Presentation	Delegations	To be Extracted
CDES 2009-39 Guelph			
Source Protection Areas			
CDES 2009-40 2009	Lawrence Kuk		X
Affordable Housing Discussion			
CDES 2009-41 Deerpath	Scott Hannah		X
Park Skateboard Area			
CDES 2009-42 Ferndale Park			
Redevelopment Master Plan			

Resolution to adopt the balance of the Community Development & Environmental Services Committee Consent Agenda.

CORRESPONDENCE

CDES 2009-41 Deerpath Park Skateboard Area

• Rev. Henry Dekorte

items extracted from consent agenda

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

Other business

Next meeting - November 16, 2009

The Corporation of the City of Guelph Community Development & Environmental Services Committee Manday Contambor 21, 2000, 12:20 p.m.

Monday, September 21, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, September 21, 2009 in Committee Room C at 12:30 p.m.

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

Also Present: Councillors Beard and Hofland

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. D. McCaughan, Director of Operations; Mr. R. Henry, City Engineer; 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 Bell

THAT the minutes of the Community Development and Environmental Services Committee meeting held on July 20, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Online Building Permits and Inspections
- River Valley Development Dolime Site Update Report
- Community Energy Plan Mayor's Task Force
- 2007 Victoria Road South Tree Cutting
- 2. Moved by Councillor Piper Seconded by Councillor Bell

THAT the balance of the September 21, 2009 Community Development & Environmental Services Consent Agenda as identified below, be approved:

a) Victoria Road North (Woodlawn Road to Speed River): Environmental Assessment & Reconstruction

THAT the Community Design and Development Services Report 09-79, on 'Victoria Road North (Woodlawn Road to Speed River):

Environmental Assessment and Reconstruction', dated September 21, 2009 be received;

September 21, 2009

Community Development & Environmental Services Committee

AND THAT staff be authorized to proceed with the reconstruction of Victoria Road North including the following improvements as outlined in this report:

- a) Reconstruction of the Victoria Road/Woodlawn Road intersection;
- b) Improvements to the mid-block section as identified in the Victoria Road North Secondary Plan; and

Canoe-launch area and trail accesses in the vicinity of the Speed River.

Carried

Page 2

Online Building Permits and Inspections

Mr. R. Reynen, Manager of Inspection Services outlined the building services now available online and advised that there has been positive feedback from both homebuilders and the public. He then advised of the promotion plans and next steps for the online services. He stated that building permits are available on line from 1995 forward and complaints from 2008 forward.

3. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the Community Design and Development Services report dated September 21, 2009 entitled `Online Building Permits and Inspections' be received.

Carried

Community Energy Plan – Mayor's Task Force

Mr. Rob Kerr, Community Energy Plan Program Manager provided a chronological background and advised of the goals of the CEP (Community Energy Plan). He then summarized the scale projects, their challenges, objectives and deliverables. He emphasized the need for stakeholder engagement and governance and outlined the next steps.

4. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the Report of the Directors of Environmental Services and Community Design and Development, dated September 21, 2009 with respect to the Community Energy Plan – Mayor's Task Force, be received for information;

AND THAT Council approve the creation of a Mayor's Task Force on

Mr. J. Riddell

Community Energy to provide a governance structure to the multistakeholder implementation of the Community Energy Plan;

September 21, 2009

Community Development & Environmental Services Committee

Page 3

AND THAT the management and administration of the Task Force be under the direction of the City's Chief Administrative Officer in consultation with the Mayor's office;

AND THAT Council receive quarterly update reports from the Task Force.

Carried

The Mayor left the meeting at 1:05 p.m.

River Valley Development Dolime Site - Update Report

The Director of Environmental Services provided an update of the status of the blasting and the responses to the City's letters from the Ministry of the Environment and Ministry of Natural Resources.

Arlene Slocombe, on behalf of the Wellington Water Watchers expressed concern for the damage being caused to the aguifer. She suggested that Council should seek an injunction against River Valley Development in order to protect this valuable resource.

5. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the report of the Director of Environmental Services, dated September 21, 2009 entitled `Update on the River Valley Development Dolime Site', be received.

Carried

Moved by Councillor Salisbury 6. Seconded by Councillor Piper

THAT the Mayor write to the Minister of Natural Resources and the Minister of the Environment regarding City Council's significant concerns with the current quarry operations at the "Dolime" site owned by River Valley Development Inc. and the threat to the City's groundwater resource due to the current mining of the aguitard formation which protects the groundwater aguifer.

Carried

7. Moved by Councillor Piper Seconded by Councillor Salisbury THAT the Community Development and Environmental Services

Dr. 1. Laird

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

Community Development & Environmental Services Committee

Page 4

- personal matters about identifiable individuals
- litigation or potential litigation

The meeting recessed at 1:28 p.m. and reconvened at 1:36 p.m.

Present: Councillors Burcher, Bell, Piper, and Salisbury Also Present: Councillors Beard and Hofland

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design & Development Services; Mr. D. McCaughan, Director of Operatons; Dr. J. Laird, Director of Environmental Services; Mr. D. Belanger, Water Supply Program Manager; Ms. M. Plaunt, Manager of Policy Planning; Ms. T. Sinclair, Manager of Legal Services; Mr. D. Godfrey, Supervisoer, Parking Regulation and Enforcement; Ms. S. Smith, Associate Solicitor; Mr. J. Stokes, Manager of Realty Services; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

The Manager of Realty Services provided information regarding the Former Delhi Community Centre Property at 65 Delhi Street.

8. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT staff be given direction with respect to the Former Delhi Community Centre Property at 65 Delhi Street.

Carried

The Associate Solicitor provided information on the status of the 2007 Victoria Road South tree cutting.

Staff provided information regarding the River Valley Development Dolime Site.

9. Moved by Councillor Salisbury Seconded by Councillor Bell

THAT the Community Development and Environmental Services Committee reconvene the meeting that is open to the public.

Carried

The meeting reconvened in public session.

Ms. L.E. Payne

September 21, 2009 Community Development & Environmental Services Committee 10. Moved by Councillor Salisbury Seconded by Councillor Bell THAT the September 21, 2009 `2007 Victoria Road South - Tree Cutting' report be received. Carried The meeting adjourned at 2:17 p.m. Next Meeting: October 19, 2009

Chairperson

......

COMMUNITY DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE CONSENT AGENDA

October 19, 2009

Members of the Community Development & Environmental Services Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

REPORT	DIRECTION
CDES-2009 A.39 GUELPH SOURCE PROTECTION AREAS	Approve
that the Environmental Services Report dated October 19, 2009, pertaining to the Guelph Source Water Protection Areas, be received;	
AND THAT Council approve the Wellhead Protection Areas and Intake Protection Zones, indicated in the attached maps, for the purposes of defining the eligible areas under the Ontario Drinking Water Stewardship Program.	
CDES-2009 A.40 2009 AFFORDABLE HOUSING DISCUSSION PAPER	Approve
THAT Community Design and Development Services Report 09-89 regarding the 2009 Affordable Housing Discussion Paper dated October 19, 2009 be received;	
AND THAT staff be directed to circulate the 2009 Affordable Housing Discussion Paper for public and stakeholder input, in conjunction with the Official Plan Update public engagement process.	

CDES-2009 A.41 DEERPATH PARK SKATEBOARD AREA

Approve

THAT the Community Design and Development Services Report 09-80 dated October 19, 2009 pertaining to the Deerpath Park Skateboard Area be received;

AND THAT the Deerpath Park Skateboard Area be relocated to an appropriate location in the City outside Deerpath Park;

AND THAT staff be directed to proceed with a study on the relocation of the Deerpath Park Skateboard Area including a review of locations, site treatments, costs and timing;

AND THAT Council approve the establishment of a working group of stakeholders and residents to assist staff with the Deerpath Park Skateboard Area relocation study;

AND THAT the Deerpath Park Skateboard Area remain in its current location until the facility is relocated, and that a multi-department staff team continue to monitor park activities and work with the neighbourhood to mitigate issues.

CDES-2009 A.42 **FERNDALE PARK REDEVELOPMENT MASTER PLAN**

Approve

THAT the Community Design and Development Services Report 09-74 dated October 19, 2009, pertaining to the proposed Redevelopment Master Plan for Ferndale Park, be received;

AND THAT the Master Plan for the redevelopment of the Ferndale Park, as proposed in Appendix 3 of the Community Design and Development Services Report 09-74 dated October 19, 2009, be approved;

AND THAT staff be directed to proceed with the implementation of the Ferndale Park Redevelopment Master Plan.

attach.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Environmental Services

DATE October 19, 2009

SUBJECT Guelph Source Water Protection Areas

REPORT NUMBER

RECOMMENDATION

"THAT the Environmental Services Report dated October 19, 2009, pertaining to the Guelph Source Water Protection Areas, be received;

AND THAT Council approve the Wellhead Protection Areas and Intake Protection Zones, indicated in the attached maps, for the purposes of defining the eligible areas under the Ontario Drinking Water Stewardship Program."

BACKGROUND

The Province of Ontario's *Clean Water Act* (MOE, 2006) was developed to help protect drinking water at the source as part of an overall commitment to safeguard human health and the environment. Since the introduction of the *Clean Water Act* (*CWA*), the Province has been promoting studies to protect drinking water sources and has formed the Lake Erie Region Source Protection Committee to guide the source protection program in the Grand River Watershed. A key focus of the *CWA* is the requirement to prepare locally-developed *Terms of Reference*, science-based *Assessment Reports* and *Source Protection Plans*. The City of Guelph is working with the Lake Erie Source Protection Committee to complete the requisite technical studies in support of the *CWA*. Additional information on the *Clean Water Act* and the Technical Rules for preparation of the *Assessment Reports* can be found at the Lake Erie Source Protection Region website - http://www.sourcewater.ca/.

REPORT

The Lake Erie Source Protection Committee has completed **Terms of Reference (TOR)** and is now implementing the work plans outlined in the **TOR** to produce the required **Assessment Report**. Two of the required components of the **TOR** work plans are completion of the Groundwater Vulnerability Assessment for municipal

groundwater supply wells and the Surface Water Vulnerability Assessment for municipal surface water intakes.

This report presents the results of technical studies performed to delineate the Wellhead Protection Areas (WHPAs) as a part of the Groundwater Vulnerability Assessment and the Intake Protection Zones (IPZs) as part of the Surface Water Vulnerability Assessment. Council acceptance of the WHPAs and the IPZs is required to enable the City to qualify for funding under the Ontario Drinking Water Stewardship Program and to allow the City to initiate education and outreach programs with respect to the Clean Water Act and the City's Source Protection Program. Upon acceptance by Council, the WHPAs and IPZs will be incorporated into the *Grand River Watershed Assessment Report*, which will, in turn, will be used as the basis for the development of a *Source Protection Plan*.

The results of these technical studies are summarized below.

Groundwater Vulnerability Assessment:

When implementing policies for the protection of groundwater supplies, the first step is the delineation of Wellhead Protection Areas or WHPAs. A WHPA is derived by delineating scientifically-based "Capture Zones" for a municipal well. A capture zone is the area of land surrounding a groundwater well where water located on and below the ground surface may travel towards that well within a defined period of time. For example, a Two-Year Capture Zone represents the area, as projected to ground surface, within which groundwater would migrate to a municipal well within a period of two years.

The Groundwater Vulnerability Assessment integrates time-of-travel capture zones with vulnerability mapping. The resulting map provides an indication of the likelihood that contaminants introduced at the ground surface may migrate into drinking water aquifers. Under the Technical Rules developed in support of the *Clean Water Act*, wellhead protection areas for drinking water wells are created by combining all of the following areas:

- (1) WHPA-A the surface and subsurface area centred on the well with an outer boundary identified by a radius of 100 m;
- (2) WHPA-B the surface and subsurface areas within which the time of travel to the well is less than or equal to two years but excluding WHPA-A;
- (3) WHPA-C the surface and subsurface areas within which the time of travel to the well is less than or equal to five years but greater than two years; and
- (4) WHPA-D the surface and subsurface areas within which the time of travel to the well is less than or equal to twenty-five years but greater than five years.

To define capture zones for the City's municipal wells, the City has used a three-dimensional, computer-based, groundwater flow model to simulate the movement of groundwater through soil and bedrock and was developed to represent the actual groundwater flow system to the extent possible. The City's groundwater flow model is the fourth generation model with previous versions developed in 1999 (Resource

Evaluation Study), 2003 (Arkell Spring Grounds Groundwater Supply Investigations) and 2006 (City of Guelph and Puslinch Township Groundwater Management Study). The model was developed for the *Tier Three Water Quantity Risk Assessment*, a component of the *Assessment Report*. The purpose of the *Tier Three Water Quantity Assessment* is to assess the longer-term sustainability of the City's wells from a quantity perspective and to identify any significant threats to water quantity. This latest version of the groundwater flow model incorporates the results from a number of recent hydrogeological investigations conducted in the City and surrounding area and represents the best available information on the geology and hydrogeology of the area. The model is considered to be well-calibrated, because it represents the key elements of the groundwater flow system within a regional context, the parameter values are within realistic ranges, and the model provides an acceptable match to observed data on both regional and local scales.

The model has been used to delineate the capture zones for each well using a particle-tracking technique. Additional details on the approach and the methodology are provided in Appendix A.

The capture zones are dependent on the number and location of the municipal wells and the pumping rates at each well. The average daily pumping rate used was consistent with the water demand forecast to 2031 in the recent update of the **Water Conservation and Efficiency Strategy**.

The resulting capture zones, as predicted by the model, are shown in Figure 1 (attached to Appendix A). As the map indicates, the capture zones for the Two-and Five-Year Time of Travel, cover most of the developed portions of the City.

The capture zones have been expanded and the edges smoothed to account for uncertainties in the model and to ensure that the WHPAs are sufficiently protective of the water supply system. The resulting Well Head Protection Areas (WHPAs), shown in Figure 2, are the areas recommended for application in the **Assessment Report** and for distribution to the general public. An education and outreach program will be undertaken to inform the public on the WHPAs, source protection and the *Clean Water Act* in general.

Surface Water Vulnerability Assessment:

Similarly to the Groundwater Vulnerability Assessment required by the *CWA* for groundwater wells, a Surface Water Vulnerability Assessment is required for surface water intakes. The Surface Water Vulnerability Assessment utilizes standardized buffers around watercourses, and in-river time-of-travel calculations to identify the river and land areas (i.e., Intake Protection Zones, IPZs) where the quality of the raw intake water could be compromised in the event of a spill.

The City has one surface water intake in the Eramosa River located upstream of the Arkell weir. The intake pumps river water to the Arkell Recharge System. The water is infiltrated into the ground through a recharge pit and trench and is recovered in the Glen Collector System. The intake operates under a Permit to Take Water from April 15 to November 15, annually, depending on adequate river

flow.

Under the Technical Rules developed by the Province in support of the Clean Water Act, intake protection zones are created by combining all of the following areas:

- (1) IPZ-1 a semi-circle of 200 m radius, extending upstream of the intake. The semi-circle is extended 10 m downstream of the intake. Where the area abuts land, a setback of 120 m or the extent of the Conservation Authority Regulated Area is applied. IPZ-1 can be modified based on local hydrodynamic conditions.
- (2) IPZ-2 the length of river, extending upstream of the intake to a distance equal to a two-hour time of travel under bankfull flow conditions. The length of river is buffered by 120 m, or the extent of the Conservation Authority Regulated Area, whichever is greater. The two-hour time constraint is a minimum and may be modified upwards based on the time required for the municipal system in question to respond to an upstream spill.
- (3) IPZ-3 all watercourses providing water to the intake, buffered to either 120 m or the Conservation Authority Regulated Area, whichever is greater.

Details on the process and method to determine the Eramosa River Intake Protection Zones are provided in Appendix A.

The resulting intake protections zones are shown in Figure 3 (attached to Appendix A) and are the areas recommended for application in the **Assessment Report** and for distribution to the general public. An education and outreach program will be undertaken to inform the public on the IPZs, source protection and the *Clean Water Act* in general.

Education and Outreach Program:

Acceptance of the WHPAs and the IPZs by City Council will allow the City to promote our Source Protection Program. Funding has been applied for under the Ontario Drinking Water Stewardship Program (ODWSP) to implement a comprehensive Education and Outreach Program, described below. To date, the WHPAs/IPZs have not been widely publicized and the public is generally not aware of the extent of the WHPA in the City or the implications of the *Clean Water Act*. In addition, the WHPAs and IPZs extend outside of the City into rural areas of Wellington County (i.e. Guelph-Eramosa Township and Puslinch Township) and the Township residents also need to be informed.

The Education and Outreach Program will consist of the following:

- Profile Raising Events Council presentation, new releases, newspaper interviews, radio spots and mass mailings will be used to improve the current understanding and knowledge of the CWA and of the City's WHPAs and IPZs. Mass mailings may be directed to property owners in identified wellhead protection areas (i.e. Two-year Time-of-Travel);
- Information Distribution Develop Guelph-specific information/brochures/ displays and update the City website using City WHPA/IPZ maps, MOE brochures

and Conservation Ontario Fact Sheets, which will be used to spread information on the CWA and sources of funding for early actions in support of the CWA. Information materials will be available for downloading from the City's web site, for distribution at Open Houses, and for any other information requests;

- Outreach Initiative Three Community Open Houses in the City (2) and Townships (1) and a special Open House for Industrial/Commercial/ Institutional sector with each Open House including WHPA and SPP presentations, Question and Answer session and display boards. The Open House for the Townships will be directed primarily to the agricultural sector of the rural parts of the Township. Open Houses will also be used to inform the public of funding for source protection initiatives (i.e. Early Actions);
- Education Initiative Distribute education and promotional materials to the
 public through mass mailings, Open Houses and the City's web site to educate
 the public on the Clean Water Act and the City's Source Protection Program and
 to inform the public of best management practices/methods for source
 protection and available funding programs (City and Province); and
- **Early Actions Initiative** Raise awareness of available funding for early actions under the ODWSP to promote decommissioning and upgrades of wells in the WHPA (2-year TOT) of Guelph's water supply wells and to educate well owners on groundwater protection practices and the ODWSP.

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

Development and implementation of the Source Protection Plan is expected to have significant financial implications for the City. Budgets for Source Protection will be developed as part of the annual user-pay budget preparation process. To date, the City's source protection projects have received funding support from the Ontario Ministry of the Environment. (Note: "Such support does not indicate endorsement by the Ministry of the contents of this material." Disclaimer required as part of the MOE grant agreement).

DEPARTMENTAL CONSULTATION

Community Design & Development Services.

Representatives from Environmental Services and Community Design & Development Services attend meetings hosted by the Source Protection Authority and the City has a representative on the Lake Erie Source Protection Committee (Director of Environmental Services).

An interdepartmental committee will likely be needed as the Source Protection Plan is developed to ensure effective consultation across City all departments that may be affected, (e.g. Operations, Economic Development).

COMMUNICATIONS

An Education and Outreach Program will be implemented as part of the development of the Source Protection Plan (see above).

ATTACHMENTS

 Appendix "A" – Memorandum – Wellhead Protection Areas and Intake Protection Zones (with Figures) – City of Guelph, AquaResource Inc., September 25, 2009

Original Signed by:

Prepared By:

Dave Belanger, M.Sc., P.Geo. Water Supply Program Manager 519.822.1260, ext. 2186 dave.belanger@guelph.ca

Original Signed by:

Recommended By:

Janet L. Laird, Ph.D.
Director of Environmental Services
519.822.1260, ext. 2237
janet.laird@guelph.ca

Original Signed by:

Recommended By:

Peter Busatto Manager of Waterworks 519.822.1260, ext. 2165 peter.busatto@guelph.ca



2009 Affordable Housing Discussion Paper



Community Design and Environmental Services Committee October 19th 2009

1



Overview

- Background
- Definition of Affordable Ownership and Rental Housing
- The Full Range of Housing
- Methodology to determine Affordable Housing Targets
- Recommended Targets
- Implementation Tools
- Next Steps
- Questions

2

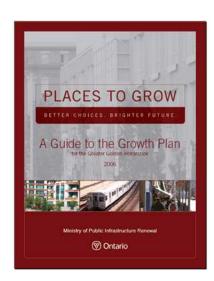


Provincial Requirements

Provincial Growth Plan

Section 3.2.6.(5)

"Municipalities will establish and implement minimum affordable housing targets in accordance with Policy 1.4.3 of the PPS 2005."





Provincial Requirements

Provincial Policy Statement (PPS) (2005)

Section 1.4.3

"Planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households..."





Current Official Plan

Section 7.2.2 c):

"Encouraging the provision of affordable housing in **plans of subdivision** that are designed for moderate and lower income households, and, <u>more particularly, for large subdivisions</u> requiring this housing form to be provided to **a minimum 25**% of the total potential units."

- For large plans of subdivision
- Defined by the Provincial Government (1989 Provincial Housing Policy Statement)
- The numerical (25%) requirement was removed in 1996 with encouragement statements

5



2010 Wellington Guelph Housing Strategy

- Upon completion, the affordable housing target will be included in the 2010 Wellington Guelph Housing Strategy.
- The shared data have informed both the City's Affordable Housing Discussion Paper and the County's Draft Housing Strategy.
- The County has prepared a supply and demand analysis for affordable housing and is currently in the process gathering public input. (October 2009)

6



Definition of Affordable Ownership

Ownership

The Growth Plan and the 2005 PPS defines affordable ownership housing as the least of:

- housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households; or
- b) housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area;



Definition from Growth Plan & PPS

Low and Moderate Income Households

Households with an annual income at the 60th percentile or less within the regional market area (RMA).

Regional Market Area

Refers to an area, generally broader than a lower-tier municipality, that has a high degree of social and economic interaction. In southern Ontario, the upper or <u>single-tier municipality will</u> <u>normally serve</u> <u>as the regional market area...</u>



Affordable Ownership

Income Percentile	Average Household Income (2008)	Affordable Purchase Price (Does not exceed 30% of annual household income)	Average Resale Price (2008)	10% below the average
10 th Percentile	\$21,958	\$40,100		
20th Percentile	\$33,036	\$83,700		
30 th Percentile	\$46,003	\$127,000		
40 th Percentile	\$58,119	\$167,500		
50 th Percentile	\$70,693	\$209,600		
	\$78,900			\$237,088
60 th Percentile	\$84,344	\$255,200		
61st Percentile	\$86,820		\$263,431	



Definition of Affordable Rental

Rental

The 2005 Provincial Policy Statement defines affordable rental housing as the least of:

- a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or
- a unit for which the rent is at or below the average market rent of a unit in the regional market area.



Affordable Rental

Income Percentile	Average Rental Household Income (2008)	Affordable Rental Price (Does not exceed 30% of annual household income)	Average Rental Price (2008)
10 th Percentile	\$12,020	\$300	
20 th Percentile	\$17,869	\$450	
30 th Percentile	\$23,083	\$580	
40 th Percentile	\$30,257	\$760	
	\$33,300		\$833
50 th Percentile	\$37,725	\$940	
60 th Percentile	\$46,143	\$1,150	



Affordable Benchmark Price in 2008

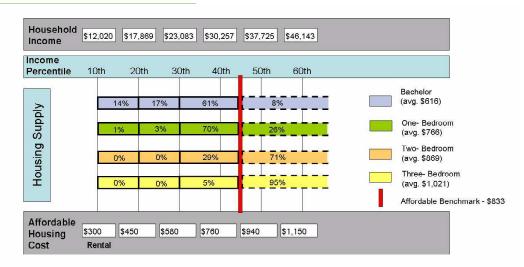
Understands that this benchmark price will change each year, but methodology will remain unchanged unless directed by the province.

	Definition	Affordable Benchmark Price (2008)
Ownership	Housing for which the purchase price is at least 10 % below the average purchase price of a resale unit in the regional market area;	\$237,000 (\$79,000 annual household income)
Rental	A unit for which the rent is at or below the average market rent of a unit in the regional market area.	\$833 (\$33,300 annual household income)





Average Rental Prices (2008 CMHC)





The Full Range of Housing

Planning Act

<u>Section 2.</u> The Minister, the council of a municipality, a local board, a planning board and the Municipal Board, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

(j) the adequate provision of a full range of housing;

Provincial Policy Statement (2005) - Section 1.4.3

"Planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area ...





Accessory Apartments

Accessory Apartments within single and semi-detached dwellings make an important contribution to affordable housing.

	2005	2006	2007	2008	4 Year Average (2005-2008)
No. of Accessory	104	88	92	89	93 permits
Apartment permits	permits	permits	permits	permits	

Source: City of Guelph's Building Permit Records (2009)

- A separate target for accessory apartments is required.
- Irregular life span of an accessory apartments.
- Only a portion of the existing dwellings and does not represent the entire structure.



Affordable Housing Target

- It is interpreted that the Growth Plan and the PPS' affordable housing target is directed at new growth only.
- It is also important to mention that neither the growth plan nor the PPS have provided directions or guidelines to calculate the affordable housing target.
- Best Practice Review: Two accepted housing consultants
 - SHS Consulting; City of Brantford and Peel Region
 - Lapointe Consulting Inc; City of Windsor and published housing reports for CMHC – "Where's Home?"
- The methodology was peer reviewed by Lapointe Consulting Inc.



Overview of the Methodology Used

- Start with the projected number of households to 2031 by housing type from the City's Growth Management Implication Report.
- Identify the City's average tenure share for the new growth. Based on a 10 year review (1996-2006) from Statistics Canada.
- Determine the number of households in ownership and rental for each housing type for the projected 26,600 households.
- Identify the number of affordable housing units required by tenure and housing type over 25 year period.
- Determine the total number of affordable housing units required over the 25 year period by tenure and housing type.
- Determine the affordable housing target over 25 years as a percentage of new projected growth.
- Translate the Target into the average annual units by Tenure and Housing type.



<u>Step 1:</u>

 Start with the projected number of households to 2031 by housing type from the City's Growth Management Implication Report.

Growth Management Implications Report	Low Density	Medium Density	High Density	Total
# of Households	7,900	8,800	9,900	26,600
% of Households	30%	33%	37%	100%



Step 2:

Identify the City's average tenure share for the new growth.
 Based on a 10 year review (1996-2006) from Statistics Canada.

	Low Density	Medium Density	High Density	Total
% Owned	98%	80%	51%	75 %
% Rented	2%	20%	49%	25%

■ This ratio provides for less rental housing than the current proportion (69% ownership and 31% rental), the increasing shares of ownership housing have been observed across Ontario and the City of Guelph. 21



<u>Step 3:</u>

■ Determine the number of households in ownership and rental for each housing type for the projected 26,600 households based on projected housing type from Step 1.

	Low Density	Medium Density	High Density	Total
% Owned	(98% x 7,900)= 7,742 units	(80% x 8,800)= 7,040 units	(51% x 9,900)= 5,049 units	(7,742 + 7,040 + 5,049)= 19,831 units
% Rented	(2% x 7,900)= 158 units	(20% x 8,800)= 1,760 units	(49% x 9,900)= 4,851 units	(158 + 1,760 + 4,851) = 6,769 units



<u>Step 4:</u>

Identify the number of affordable housing units required by tenure and housing type over 25 year period.

	Low Density	Medium Density	High Density
% Owned	(15% x 7,742)=	(40% x 7,040)=	(61% x 5,049)=
	1,161 units	2,816 units	3,080 units
% Rented	(0% x 158)=	(16% x 1,760)=	(45 % x 4,851)=
	0 units	282 units	2,183 units



Step 4 a): Estimation for Affordable Ownership Calculation

- There are no appropriate Census data for the number of households by housing type and household income in 2008. Therefore, the 2006 census data from Statistics Canada was used. The 2006 affordable benchmark price was also used in order to ensure consistency of data sets.
- The 2006 affordable ownership benchmark price is \$205,500
- The 2006 affordable ownership household income is \$69,500



Step 4 a): Estimation for Affordable Ownership Calculation

Value of Dwellings	Low Density	Medium Density	High Density
	% of Households	% of Households	% of Households
Under \$199,999	15%	40%	61%
\$200,000 to \$249,999	27%	30%	20%
\$250,000 or more	58%	30%	19%
Total	100%	100%	100%

Source: Statistics Canada Custom Tabulation (2006)

Based on 2006 Census, 15% of low density housing, 40% of medium density housing, and 61% of high density housing was below the 2006 affordability benchmark price (\$205,500). It is reasonable to apply these percentages as the projected target for affordable housing under each ownership housing type.



Step 4 a): Calculate the number of new units required over the 25 year period (2031)

Take the % of ownership units sold below the 2006 affordable ownership benchmark price (\$205,500) and applied it to the projected number of ownership units (from step 3).

	Low density Single/Semi	Medium Density	High Density
	Detached	Townhouses	Apartment
% of ownership units sold below the 2006 affordable ownership benchmark price (\$205,500)	15%	40%	61%
No. of Affordable units (25 yr average)	(15% * 7,742)= 1,161	(40% * 7,040)= 2,816	(61% * 5,049)= 3,080



Step 4 b): Estimation for Affordable Rental Calculation

- There are appropriate CMHC rental data for the number of households by housing type and household income in 2008. Therefore, the 2008 census data from Statistics Canada was used. The 2008 affordable benchmark price was also used in order to ensure consistency of data sets.
- The 2008 affordable rental benchmark price is \$833
- The 2008 affordable rental household income is \$33,300
- CMHC does not have rental data on single/ semi detached dwellings.
- No low density rental dwellings were found with rent below \$833



Step 4 b): Estimation for Affordable Rental Calculation

Rent Price Range	Medium Density	High Density
	% of Households	% of Households
Under \$819	16%	45%
\$820 - \$899	0.4%	28%
\$900 - \$999 or more	15%	22%
\$1000+	68%	6%
Total	100%	100%

Source: CMHC (2008)

Based on 2008 CMHC rental data, 16% of medium density housing and 45% of high density housing were below the 2008 affordability rental benchmark price (\$833). It is reasonable to apply these percentages as the projected target for affordable housing under each rental housing type.



Step 4 a): Calculate the number of new units required over the 25 year period (2031)

Take the % of rental units rented below the 2008 affordable ownership benchmark price (\$833) and applied it to the projected number of rental units (from step 3).

	Low density	Medium Density	High Density
	Single/Semi Detached	Townhouses	Apartment
% of rental units rented below the 2008 affordable rental benchmark price (\$833)	0%	16%	45%
No. of Affordable units (25 yr average)	(0% x 158)= 0	(16% x 1,760)= 282	(45% x 4,851)= 2,183



<u>Step 4:</u>

Identify the number of affordable housing units required by tenure and housing type over 25 year period.

	Low Density	Medium Density	High Density
% Owned	(15% x 7,742)=	(40% x 7,040)=	(61% x 5,049)=
	1,161 units	2,816 units	3,080 units
% Rented	(0% x 158)=	(16% x 1,760)=	(45 % x 4,851)=
	0 units	282 units	2,183 units



<u>Step 5:</u>

 Determine the total number of affordable housing units required over the 25 year period by tenure and housing type.

Tenure	Calculation (low + med+ high)	Total Units	Affordable
Ownership Rental	(1,161 + 2,816 + 3,080) (282 + 2,183)		57 units
Rentai	(202 + 2,103)	2,40	35 units
		9,52	22 units
	Tota	l over	25 years



<u>Step 6:</u>

 Determine the affordable housing target over 25 years as a percentage of new projected growth.

	Total % Affordable Units Required over 25 years period
Total Affordable Units Ownership	9,522 units
Total New Growth Units	26,600 units
Total % of affordable housing required	(9,522 / 26,600) = 36%



Step 7:

 Translate the Target into the average annual units by Tenure and Housing Type.

Tenure	Low Density	Medium Density	High Density	Total
Ownership	(1,161 / 25 years) = 46 units	(2,816 / 25 years) = 113 units	(3,080 / 25 years) = 123 units	282 units
Rental	-	(282 / 25 years) = 11 units	(2,183 / 25 years) = 87 units	98 units
Total Average Annual Affordable Units Required				380 units



Recommended Housing Targets

- Therefore the recommended affordable housing target will be 36% of the new growth to 2031.
- On an annual average, 380 affordable units.
- An average of 93 accessory apartment permits was issued between 2005 and 2008. Based on this historical annual supply, and the importance of accessory apartments as part of the affordable housing stock, a target of 90 units per year is recommended.



Recommended Housing Targets

- As discussed, there were 20,065 households out of 48,530 (41%) living below the affordable benchmark in 2006. Therefore the recommended housing target of 36% is an appropriate target to address the City's current needs.
- It is assumed the difference of 5% would be made up through accessory apartments, resale housing and social housing.



Census Data Assumption

There are no appropriate Census data for 2008. Therefore, the 2006 census data from Statistics Canada was used. The 2006 affordable benchmark price was also used in order to ensure consistency of data sets.

	Definition	Affordable Benchmark Price (2006)
Ownership	Housing for which the purchase price is at least 10 % below the average purchase price of a resale unit in the regional market area;	\$205,500 (\$69,500 annual household income)
Rental	A unit for which the rent is at or below the average market rent of a unit in the regional market area.	\$820 (\$32,800 annual household income)

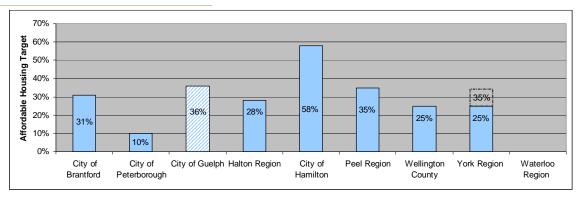


No. of Affordable Dwellings Sold in 2008

Dwelling Types	Percentage of Affordable Units
New Construction (MPAC 2008)	22% (83 dwellings out of 379 dwellings)
Rental Dwellings (CMHC 2008)	41% (2,987 units out of 7,269 units)
Resale Dwellings (Guelph & District Association of Realtors' sales data 2008)	42% (827 dwellings out of 1,989 dwellings)



Comparison of Affordable Housing Target with other Municipalities



- York Region's overall target is 25%, however a target of 35% is applied to the Regional Centres and Regional Corridors.
- Based on available funding from all three levels of government. The Waterloo Region
 has committed to create a total of 500 units (400 units of affordable housing and 100
 units of assisted housing) over 5 years e.g. ~100 units per year.



Current Official Plan Housing Requirement vs. New Affordable Housing Target

Current Official Plan - Section 7.2.2 c)

"Encouraging the provision of **affordable housing** in plans of subdivision that are designed for moderate and lower income households, and, more particularly, **for large subdivisions requiring** this housing form to be **provided**

to a minimum 25% of the total potential units."

- •The existing housing target in the City's current official plan refers to large subdivisions and does not mention applicability on a City-wide basis.
- ■The 25% requirement does not appear to have applied any local housing or demographic activities in their methodology.
- ■Therefore, the new affordable housing target of 36% should not be compared to



Implementation Tools

Planning Tools

- City-wide affordable housing target for affordable ownership and affordable rental housing by housing type as part of Official Plan policy.
- As part of a complete application
- Set maximum unit size in the zoning by-law for affordable housing units
- Allow development permit system in certain areas of the City
- Revisit the recommendation of the Housing First Policy from the 1990 Municipal Housing Statement



Implementation Tools

Planning Tools

- 6. Review the list of development standards such as (parking requirements and setbacks) to possibly reduce barriers to affordable housing construction.
- 7. Strengthen the existing policies for Demolition Permits and rental conversions.
- 8. Review the possibility of allowing accessory apartments in townhouses located in transit supported neighbourhoods.
- 9. Explore the feasibility of a density bonusing system
- 10. Update and monitor the affordable housing target by housing type annually.



Implementation Tools

Financial Tools

- Establish an annual contribution to maintain the Affordable Housing Reserve fund to support additional affordable housing construction.
- 2. To establish a formal review criteria for any municipal contribution and incentives for affordable and social housing projects.
- 3. Investigate if Tax Incremental Financing (TIF) is an appropriate tool to encourage the creation of affordable housing.
- 4. Continue to apply a lower tax rate for affordable multi-residential rental housing at the residential/farm rate.
- 5. Revisit the "Add a unit Program", up-front grant to renovate an existing upper storey or basement for affordable housing.



Implementation Tools

Communication Tools

- Make a strong effort to promote any affordable housing programs provided at all levels of government to the public in order to encourage implementation.
- Undertake social marketing to educate and communicate to the public on the benefits of affordable housing with a view to minimize NIMBYism.
- Continue dialogue with the federal and provincial government for more legislative tools to require applicants to provide a portion of their development for affordable housing.
- 4. To encourage opportunities for working with the University of Guelph and Conestoga College to establish special programs that combines affordable housing and education for students in need.



Next Steps

- Circulate the Discussion Paper to the public, local stakeholders (i.e. Wellington Guelph Housing Committee, the County of Wellington, housing providers, businesses, the builders and development associations and Planners) and other City departments for review and comment.
- Scheduled open house meeting will be established in November 2009 to provide stakeholder and public input.
- 3. The feedback from the Discussion Paper and public meetings will be addressed through the Official Plan Update.

44



COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE October 19th, 2009

SUBJECT 2009 Affordable Housing Discussion Paper

REPORT NUMBER 09-89

RECOMMENDATION

"THAT Community Design and Development Services Report 09-89 regarding the 2009 Affordable Housing Discussion Paper dated October, 2009 Be Received; and

"That staff be directed to circulate the 2009 Affordable Housing Discussion Paper for public and stakeholder input, in conjunction with the Official Plan Update public engagement process.

1.0 BACKGROUND

1.1 Definitions

A number of terms will be used throughout this report and the attached 2009 Affordable Housing Discussion Paper. The salient terms are defined below. A more complete list of terms is included in the attached 2009 Affordable Housing Discussion Paper.

Terms	Definitions from 2005 Wellington & Guelph Housing Strategy
Supportive Social Housing	Permanent housing combined with dedicated services for people with special needs including persons with mental and/or physical disabilities and the frail elderly. This housing type is typically supported by the Service Manager.
Social Housing (non-supportive)	Social housing that is subsidized, permanent rental housing or units owned and/or operated by the County or non-profit and co-operative housing providers. Some social housing units are integrated with other market priced units where the County has provided rent supplements to the landlords.

Consolidated Municipal Service Manager (Service Manager)	The County of Wellington, as the Consolidated Municipal Service Manager (Service Manager) for both the County and the City of Guelph, is responsible for the administration of social housing. The County works with various organizations including housing providers, community-based service agencies, social housing residents and applicants, and the community at large to address local housing needs and to address affordable housing.
Terms	Definitions from the Growth Plan & 2005 Provincial Policy Statement
Low and Moderate Income Households	 a) In the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the regional market area; or b) In the case of rental housing, households with incomes in the lowest 60 percent of the income distribution for renter households for the regional market area.
Affordable Housing	 a) In the case of ownership, housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area; b) In the case of rental, a unit for which the rent is at or below the average market rent of a unit in the regional market area. This housing type is typically supported by all three levels of government, community groups and/ or local developers.
Regional Market Area (RMA)	Refers to an area, generally broader than a lower-tier municipality that has a high degree of social and economic interaction. In southern Ontario, the upper or single-tier municipality will normally serve as the regional market area. Where a regional market area extends significantly beyond upper or single-tier boundaries, it may include a combination of upper, single and/or lower-tier municipalities.
Market Housing	The PPS does not have a definition for Market Housing. The City has referred to market housing as housing other than affordable or social housing where the price is determined by the market.

1.2 The Growth Plan

Section 3.2.6 of the Growth Plan, - "Community Infrastructure" requires municipalities to establish and implement minimum affordable housing targets.

Section (3.2.6.5)

"Municipalities will establish and implement minimum affordable housing targets in accordance with Policy 1.4.3 of the PPS 2005."

Section (3.2.6.6)

"Upper-and single-tier municipalities will develop a housing strategy in consultation with lower-tier municipalities, the Minister of Municipal Affairs and Housing and other appropriate stakeholders. The housing strategy will set out a plan, including policies for the official plans, to meet the needs of all residents, including the need for affordable housing — both home ownership and rental housing. The housing strategy will include the planning and development of a range of housing types and densities to support the achievement of the intensification target and density targets."

1.3 Provincial Policy Statement (2005)

The Provincial Policy Statement (PPS) under Section 1.4.3 requires municipalities to:

"provide for an appropriate range of housing types and densities to meet the projected requirements of current and future residents of the regional market area by establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households within the regional market area."

1.4 Policies in the Existing Official Plan

The City's existing Official Plan encourages a minimum of 25% of the total potential units to be affordable in plans of subdivision "that are designed for moderate and lower income households". This provision generally reflects the 1989 Provincial Housing Policy Statement, which encouraged municipalities to establish a policy to provide a minimum of 25% affordable housing though new development. However, the 1989 Provincial Housing Policy Statement has been subsequently replaced by the 1996 Provincial Policy Statement which removed the numerical provision. Since then, the 1996 PPS was replaced with the above cited requirements for minimum targets.

1.5 The 2005 Wellington Guelph Housing Strategy

The following outlines the five topic areas addressed in the 2005 Affordable Housing Strategy. Further details of the 2005 Guelph Wellington Housing Strategy are outlined in the Discussion Paper under Appendix E.

The Housing Strategy addresses the following topics:

- 1) The need to produce new affordable and social housing
- 2) The protection of persons who are at risk of losing their housing and becoming homeless
- 3) Preservation of existing rental housing stock
- 4) Planning and land use regulation applicable to affordable housing
- 5) Education, research and monitoring of affordable rental housing.

1.6 The 2010 Wellington Guelph Housing Strategy

The County is currently updating the Wellington Guelph Housing Strategy (2005). The purpose of the Strategy is to identify housing needs and gaps in Wellington County/Guelph and to develop strategies and directions to guide social and affordable housing in Wellington County and Guelph.

The City and the County have worked closely together in compiling and sharing the applicable statistical background information for assessing affordable housing needs, including demographics, household growth and distribution, household incomes, housing costs, population projections, etc. The shared data have informed both the City's Affordable Housing Discussion Paper and the County's Draft Housing Strategy. The County has prepared a supply and demand analysis for affordable housing which is scheduled for public input in October of 2009.

1.7 Purpose of this Report

The purpose of this report is to provide an overview of the salient findings and recommendations from the City's 2009 Affordable Housing Discussion Paper (Discussion Paper). These are outlined below.

- A recommended minimum affordable housing target of 36% for low and moderate income households.
- A separate recommended target of 90 accessory apartments annually.
- An explanation of the methodology used to determine the recommended target(s).
- A list of possible implementation tools, which will be the subject of public input prior to consideration for inclusion, as appropriate, into the Official Plan.

The Discussion Paper is intended to provide background and direction for the establishment of affordable housing targets for both ownership and rental housing and form the basis for updating the affordable housing policies in the Official Plan.

It is important to acknowledge that the City is one of several partners involved in the delivery of affordable housing. For example, the federal and provincial governments play an integral role in providing stimulus funding for affordable housing. The County of Wellington¹, the development community and not-for-profit organizations, as well as the community at large have an important role in providing for affordable housing through the building of affordable units and creating accessory apartments.

¹ The County is the Service Manager under the Social Housing Reform Act and is responsible for managing and administering the social and affordable housing program.

The Discussion Paper will replace the 2001 Affordable Housing Policy Paper and the 2002 Affordable Housing Action Plan. The recommendations of the Discussion Paper will also provide background for the 2010 Wellington / Guelph Housing Strategy and will serve to generate discussion during the public consultation period.

The Discussion Paper is attached under Appendix 1.

2.0 REPORT

2.1 Overview of Methodology for Determining Affordable Housing Targets

Although the Growth Plan and the PPS requires minimum targets for affordable housing, the Province does not provide a formal methodology for determining affordable housing targets. Therefore, a best practices review was undertaken to develop a methodology. Based on the best practices review, it was concluded that the best approach for determining affordable housing targets was a hybrid of two methodologies from two accepted housing consultants.² The methodology has also been peer reviewed by Lapointe Consulting Inc.

The following outlines a number of basic principles applied to the methodology.

Regional Market Area

Due to the significant disparity between incomes, housing prices and rent between the City and parts of the County, the City and County agreed that the City would be considered the "regional market area" for the purpose of determining the affordable housing target for the City.

Affordable Ownership Housing Benchmark

The affordable ownership housing benchmark price has been determined using the 2008 housing prices and the Growth Plan and PPS definitions. In 2008, a house price of \$237,000 or below is considered affordable ownership and represents households with a gross annual income of \$79,000⁴.

² The two sources are: SHS Consulting; who has completed housing target reports for various municipalities like the City of Brantford and Peel Region. Linda Lapointe from Lapointe Consulting Inc. who also has completed housing target reports for City of Windsor and other municipalities, and has published housing reports such as "Where's Home" for the Canadian Mortgage Housing Corporation. (CMHC)

³ "Regional market area is defined in the PPS as an area, generally broader than a lower-tier municipality that has a high degree of social and economic interaction. In southern Ontario, the upper or single-tier municipality will normally serve as the regional market area. Where a regional market area extends significantly beyond upper or single-tier boundaries, it may include a combination of upper, single and/or lower-tier municipalities." (2005 PPS)

⁴ Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

Affordable Rental Housing Benchmarks

The affordable rental housing benchmark price has been determined using the 2008 rent prices and the Growth Plan and PPS definitions. In 2008, rent at, or below \$833 is considered affordable rent and represents households with a gross annual income of $\$33,300^5$.

Calculation of Affordable Ownership Housing Targets by Housing Type

Affordable ownership housing targets have been determined under each housing type (e.g., low, medium and high density). Unlike defining the affordable ownership housing benchmark, there are no corresponding Census data for 2008 for determining the affordable targets by housing type. Therefore, and for the purpose of determining the affordable housing target by housing type, Statistics Canada Census data from 2006 has been used. In addition, the 2006 affordable benchmark price was also used in order to ensure consistency of data sets. Based on the 2006 Census, 15 % of low density housing, 40 % of medium density housing, and 61% of high density housing were below the 2006 affordability benchmark price (\$205,500). It is reasonable to apply these percentages as the projected target for affordable housing under each ownership housing type. (See Figure 1 - Step 4 and Discussion Paper, Figure 12)

Application of Targets to New Construction Only

The affordable housing targets will apply to new construction only. This principle has been applied because there is no direct municipal control over resale and/or rental accommodation in the existing housing stock.

Separate Target for Accessory Apartments

Accessory apartments are permitted within single and semi-detached dwellings within the City and make an important contribution to affordable housing, particularly for the student population. A specific and separate target of 90 accessory apartment units/year is recommended. This target is based upon the average number of building permits issued for accessory apartments over the past several years and is separate from the overall recommended housing target of 36% addressed below. (See further discussion in Section 5 of the Discussion Paper)

Targets by Tenure and Housing Type

The Growth Plan and the PPS requires that official plans establish and implement a minimum target that is affordable to low and moderate income households for the full range of housing. Therefore, the methodology establishes numerical targets for both ownership and rental units by each housing type in low, medium and high density housing.

_

⁵ Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

The full methodology is outlined in Section 5 of Appendix 1, Discussion Paper and is illustrated in Figure 1 attached.

2.2 Determination of Affordability Benchmark by Ownership and Rental Housing

The following outlines the methodology for determining the affordability benchmark prices for both affordable ownership and affordable rental housing. The Growth Plan and the PPS provides definitions for determining what constitutes affordable ownership and affordable rental housing. These are addressed below.

a) Affordable Ownership

The Growth Plan and the PPS defines affordable ownership housing as the least of:

- housing for which the purchase price results in annual accommodation costs which do not exceed 30% of gross annual household income for low and moderate income households; or
- housing for which the purchase price is at least 10% below the average purchase price of a resale unit in the regional market area;

The Growth Plan and the PPS defines low and moderate income households as households with an annual income at the 60^{th} percentile or less within the regional market area. As discussed above, the City of Guelph is the regional market area for the purpose of applying these definitions.

The affordable ownership benchmark price is based on 2008 resale house sales, which is the most current available information. On the basis of the above definition from the PPS, 10 % below the average 2008 resale price has been calculated and is \$237,088. This is less than the purchase price at the 60th percentile without exceeding 30% of the gross annual household income (\$255,200), therefore, dwellings priced at or below \$237,088 are considered affordable in 2008.

In 2008, 22% of all newly constructed ownership housing units were below the affordability benchmark price of \$237,000.⁶

Generally, there were no new affordable ownership units available below the 40th income percentile (\$167,500) with the exception of condominium apartment units (Figure 2 below). Figure 2 illustrates the limitations of affordable ownership in meeting the full range of housing needs and in particular it will be extremely difficult to provide ownership housing in the low density housing.

Further details outlining affordable housing prices at each percentile is addressed in Section 4.0 of the Discussion Paper.

-

⁶ According to MPAC's 2008 house sale data, out of the total 379 ownership dwellings, 83 dwellings were sold below the affordable ownership benchmark price of \$237,000.

Household \$21,958 \$33,036 \$46,003 \$58,119 \$70,693 \$84,344 Income Income Percentile 10th 20th 30th 40th 50th 60th Single Detached (avg. \$342,133) 0% 0% 1% Housing Supply Semi-Detached 0% 0% 71% (avg. \$233,329) Townhouses 0% Ω% 46% (avg. \$242,503) Apartments 0% 33% 63% (avg. \$180,380) Affordable Benchmark - \$237,000 Affordable \$40,100 \$83,700 \$127,000 \$167,500 \$209,600 \$255,200 Housing Ownership Cost

Figure 2: Price of Newly Constructed Dwellings Relative to the Affordability Benchmarks (2008)

Source: MPAC housing sales data (2008). Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

b) Affordable Rental

The Growth Plan and the PPS defines affordable rental housing as the least of:

- a unit for which the rent does not excess 30% of gross annual household income for low and moderate income households; or
- a unit for which the rent is at or below the average market rent of a unit in the regional market area.

For rental households, the Province defines "low and moderate income" as households with incomes in the lowest 60% of the rental household income distribution in the Regional Market Area.

The average rental price in 2008 for all bedroom type (\$833) is lower than the rental price at the 60^{th} percentile without exceeding 30% of the gross annual household income. Therefore, rental at \$833 or below are considered affordable rental.

In 2008, approximately 41% of all new and existing rental units⁷ were being rented below the affordability benchmark of \$833, thereby fulfilling a large component of affordable housing need (Figure 3).

-

⁷ CMHC does not separate new and existing rental units, also, the 41% includes rental apartments and townhouse units only, CMHC does not track single / semi detached rental units or accessory units.

However, as the bedroom sizes increase, the number of affordable units decreases. In 2008, the majority (92%) of bachelor apartments were below the affordability benchmark price, while only 29% and 5 %, respectively, of the two and three bedroom apartments where within the affordable rental range.

Availability is even more restrictive below the 30^{th} percentile income level. For example, 31% (65 units) of bachelor apartments were rented below the 30^{th} income percentile. While only 4% of one-bedroom apartments were rented below the 30^{th} income percentile. There were no 2 and 3 bedroom apartments rented below the 30^{th} percentile.

The existing rental prices are concentrated at the upper end of the affordable range, e.g., limited affordable rental units below the 30th percentile or \$580 (Figure 3). As discussed above, these figures do not include accessory apartments, which are dealt with separately in Section 2.3 (iii) below.

Household \$12,020 \$17,869 \$23,083 \$30,257 \$37,725 \$46,143 Income Income 10th 20th 30th 40th 50th Percentile 60th Bachelor (avg. \$616) 14% 17% 61% 8% Housing Supply One- Bedroom 3% 70% 1% 26% (avg. \$766) Two- Bedroom 0% 29% 0% (avg. \$869) Three- Bedroom 0% 0% 5% (avg. \$1,021) Affordable Benchmark - \$833 Affordable \$300 \$450 \$580 \$760 \$940 \$1,150 Housing Cost Rental

Figure 3: Rental Units by Apartment Type Relative to the Affordability Rental Benchmark (2008)

Source: Calculated from CMHC's rental data (2008). Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

2.3 The Provision for a Full Range of Housing

The *Planning Act*, Growth Plan and the PPS require municipalities to permit and facilitate all forms of housing to meet the requirements of current and future residents. However, and as discussed above, affordability in the City is concentrated at the upper end of the income percentile, leaving large gaps and limited housing options for households in the lower income percentiles in both ownership and rental housing.

Households below the 30th percentiles are considered to be "in the deep core need" for social housing. Typically, social housing is administered and delivered by the

Service Manager, with the support of senior government funding. It is therefore assumed that this deep core need will be met through programs administered by the Service Manager, in conjunction with federal and provincial governments.

The County of Wellington Housing Department has identified 1,280 households on the waiting list for social housing in 2008.

ii) Resale Homes

Although, resale homes provide a supply of affordable housing at and below the affordability benchmark price of \$237,000, they are typically are not included in the affordable housing target because they cannot be regulated or influenced by the municipality. The resale market homes are included for information only and have not been included as part of the affordable housing target.

As shown in Figure 4, and similar to new construction and rental housing, there are limited housing options below the 30th percentile for single/semi detached housing and townhouses. Only 1% of the single detached resale dwellings and 3% of the semi detached resale dwellings were sold below the 30th percentile. However, 37% of the resale apartment units sold was below the 30th percentile. These statistics further support the notion that home ownership, even in the resale market, is limited in providing home ownership opportunities below the 30th percentile.

Household \$21,958 \$33,036 \$46,003 \$58,119 \$70,693 \$84,344 Income Income Percentile 10th 20th 30th 40th 50th 60th Single Detached (avg. \$299,803) 1% 5% 15% Housing Supply Semi-Detached 22% 51% 3% (avg. \$221,660) Townhouses 30% 32% 7% (avg. \$212,613) Apartments 37% 32% 20% (avg. \$170,977) 11% Affordable Benchmark - \$237,000 Affordable \$40,100 \$83,700 \$127,000 \$167,500 \$209,600 \$255,200 Housing Ownership Cost

Figure 4: Price of Resale Dwellings Relative to the Affordability Benchmarks (2008)

Source: Calculated from Guelph & District Association of Realtors sales data 2008. Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by $6.0\,\%$ on the basis of the Ontario Consumer Price Index from Statistics Canada.

iii) Accessory Apartments

Accessory Apartments within single and semi-detached dwellings make an important contribution to affordable housing. As shown in Figure 5 - the City's Building Permit records, from 2005-2008 there was an average of 93 accessory apartment permits issued annually.

Figure 5: Number of Accessory Apartment Permits Issued (2005 - 2008)

	2005	2006	2007	2008	4 Year Average (2005-2008)
Number of Accessory	104	88	92	89	93 permits
Apartment permits	permits	permits	permits	permits	

Source: City of Guelph's Building Permit Records (2009)

Based on this historical annual supply, and the importance of accessory apartments as part of the affordable housing stock, a target of 90 units per year is a reasonable target. This target is proposed separately from the overall affordable housing target as these units are typically accommodated in existing dwellings and do not represent a new structure.

2.4 Recommended Affordable Housing Target

i) Overall Affordable Housing Target

With growth comes the need to provide for additional affordable housing opportunities in the community. Therefore, the methodology outlined in Figure 1, has been applied and it is recommended that the City establish and implement a minimum affordable housing target of 36% for low and medium income households in accordance with the provision of the Growth Plan and the PPS.

The following Figure 6 illustrates the break down of the 36% affordable housing target by Ownership and Rental under low, medium and high density. (See Figures 1 to 1b attached, and Section 5 of the Discussion Paper for more details.)

Figure 6: Annual Average Affordable Housing Targets by Tenure and Housing Type

Tenure	Low Density	Medium Density	High Density	Total Units
	Units	Units	Units	Units
Ownership	46	113	123	282
Rental	1	11	87	98
Total Annu	ial New Cor	nstructed A	ffordable Units	380
Recommended Target of				
Total Annual	New Con	struction	(1064 res.	36 %
Units)				

Source: City of Guelph (2009)

ii) Accessory Apartment Target

As shown in Figure 5, an average of 93 accessory apartment permits was issued between 2005 and 2008. Based on this historical annual supply, and the importance of accessory apartments as part of the affordable housing stock, a target of 90 units per year is recommended.

2.5 Number of Households Below the Affordable Household Income Benchmark (2006)

The recommended 36 % target has been compared against the 2006 data for the number of households below the 2006 affordable household income within the Guelph CMA. The purpose of this comparison is to ascertain if the recommended target is reasonable. It was necessary to use 2006 data for this comparison because there was insufficient data for 2008 for either Guelph alone or for the Guelph CMA, which includes Guelph-Eramosa Township, to determine the number of households below the affordability income benchmark by housing tenure.

As shown in Figure 7 below, in 2006 there were a total of 20,065 households with household incomes below the affordable income benchmark in the Guelph CMA. Therefore, the percentage of households below the affordable benchmark in Guelph will vary in 2008. The recommended 36 % target combined with the 90 accessory units per year represents a reasonable and comparable target to the 2006 historical demand.

Figure 7: Percentage of Households in Guelph CMA with Income below the Affordable Income Benchmark for Ownership and Rental (2006)

	Ownership	Rental	Total Households
	Households	Households	
No. of households (2006) below the	14,090	5,975	20,065
Affordable Income Benchmark			
(\$69,500/yr - ownership) (2006)			
(\$32,800/yr - rental) (2006)			
No. of total households in Guelph CMA	34,515	14,015	48,530
(2006)			
% of affordable households in Guelph CN	1A		(20,065 / 48,530) =
			+/- 41%

Source: Statistics Canada 2006 Census

⁸ The Guelph CMA included Guelph/Eramosa Township

Page 12 of 18

⁹ In 2006, the affordable ownership housing benchmark price was \$205,500. This represents households with a gross annual income of \$69,500. Also in 2006, the affordable rental housing benchmark price was \$820. This represents households with a gross annual income of \$32,800.

3.0 Benchmark Target with Other Municipalities

The City's recommended affordable housing target of 36% is compared to other municipal targets below in Figure 8. As shown in Figure 8 and discussed under Section 5.5 of the Discussion Paper, the Region of Peel has proposed a comparable affordable housing target of approximately 35%. The City of Hamilton identified an aggressive target of 58% in their draft affordable housing report (yet to be finalized). Affordable housing targets for Kitchener/Waterloo and Cambridge are addressed by the Region of Waterloo. Waterloo Region does not have a percentage target but instead has a numerical target of 500 units over the next 5 years¹⁰ e.g., approx.100 units/year.

Most municipalities have or have proposed to establish their targets on the basis of a percentage of new development. However, the City's target has included both the percentage of new development as well as a numerical target for ownership and rental under each housing type. This approach is based on the Growth Plan requirements to address affordable housing in terms of home ownership and rental, as well as the City's Growth Management Strategy, which projected housing types¹¹. This approach is similar to that applied by the Region of Halton and provides for a methodology that can be replicated and monitored more effectively.

Although, the City of Guelph's affordable housing target may appear to be slightly higher than other municipalities, there are no provincial standards for calculating targets for affordable housing. The City of Guelph's affordable housing target is based on the City's unique housing circumstance and the methodology outlined in Figure 1. It is recognized that municipal needs and calculations will differ.

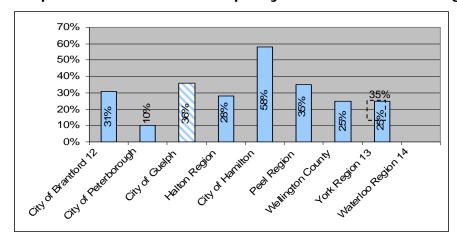


Figure 8: Comparison of Other Municipality's' Affordable Housing Targets

Source: Various housing reports and interviews with planners at various municipalities

¹⁰ Region of Waterloo's 2008 -2013 Affordable Housing Strategy http://www.region.waterloo.on.ca/web/region.nsf/97dfc347666efede85256e590071a3d4/79A9C4C2E7 http://www.region.waterloo.on.ca/web/region.nsf/97dfc347666efede85256e590071a3d4/79A9C4C2E7 http://www.region.waterloo.on.ca/web/region.nsf/97dfc347666efede85256e590071a3d4/79A9C4C2E7 http://www.region.waterloo.on.ca/web/region.nsf/97dfc347666efede85256e590071a3d4/79A9C4C2E7 http://www.region.waterloo.on.ca/web/region.nsf/97dfc347666efede85256e590071a3d4/79A9C4C2E7 http://www.auterloo.on.ca/web/region.nsf/97dfc34766efede85256e590071a3d4/79A9C4C2E7 https://www.auterloo.on.ca/web/region.nsf/97dfc3476efede85256e590071a3d4/79A9C4C2E7 https://www.auterloo.on.ca/web/region.nsf/97dfc3476efede85256e590071a3d4/79A9C4C2E7 https://www.auterloo.on.ca/web/region.nsf/97dfc34766efede85256e590071a3d4/79A9C4C2E7 https://www.auterloo.on.ca/web/region.nsf/97dfc3476efede8526efede8526efede8526efede8526efede8526efede866efede866efede8526efede866efede866efede866efede866efede866efe

¹¹ City of Guelph's Growth Management projected housing type is 30 % low density, 33 % medium density and 37 % high density to 2031.

4.0 Implementation Tools

The following identifies a list of possible implementation tools or recommended actions derived from various municipalities' affordable housing strategy in Ontario and Canada. These implementation tools are provided for review and input through the public engagement process.

4.1 **Planning Tools**

- 1. Include the City-wide affordable housing target for affordable ownership and affordable rental housing under low, medium and high densities as part of Official Plan policy.
- 2. Establish policy in the Official Plan to require the demonstration of how the affordable housing target will be met by the project.
- 3. Set maximum unit sizes for affordable housing units in the zoning by-law to reduce the overall construction cost and therefore increase affordability.
- 4. Within certain areas of the City allow a development permit system with incentives for affordable housing.
- 5. Revisit the recommendation of the Housing First Policy from the 1990 Municipal Housing Statement to allow any surplus City-owned lands to be offered to non-profit housing groups for rental housing construction.
- 6. Review the list of development standards such as (parking requirements and setbacks) to possibly reduce barriers to affordable housing construction.
- 7. To protect the existing rental stock, review and strengthen the existing policies for Demolition Permits and rental conversions.

¹² The City of Brantford's draft Official Plan policy refers to an affordable housing target of 180 units per year. Based on their 2003 Affordable Housing Strategy Report, where 584 new units are projected per year, this represents 31 %.

13 York Region's overall target is 25%, however a target of 35% is applied to the Regional Centres and

Regional Corridors.

¹⁴ The Region of Waterloo has not proposed a housing target on a percentage basis. Rather, Waterloo Region based its target on the available funding from all three levels of government. The Region has committed to create a total of 500 units (400 units of affordable housing and 100 units of assisted housing) over 5 years e.g. ~100 units per year.

- 8. Explore the feasibility of a density bonusing system that provides developers with additional density in exchange for providing affordable housing.
- 9. Update and monitor the affordable housing target by housing type annually.

4.2 Financial Tools

- 1. Establish an annual contribution to maintain the Affordable Housing Reserve fund to support additional affordable housing construction.
- To effectively manage the Affordable Housing Reserve Fund, the City will establish formal review criteria, eligibility and application process for the consideration of affordable and social housing projects for small scale nonprofit projects.
- 3. Investigate if Tax Incremental Financing (TIF) is an appropriate tool to encourage the creation of affordable housing.
- 4. Continue to apply a lower tax rate for affordable multi-residential rental housing at the residential/farm rate.
- 5. To revisit the feasibility of the "Add a unit Program" which is a program where the municipality provides an up-front grant to renovate an existing upper storey or basement for affordable housing on the condition that the unit(s) are maintained as affordable housing over a fixed period of time.

4.3 Communication Tools

- Make a strong effort to promote any affordable housing programs provided by all levels of government to the public to encourage implementation, e.g., encourage Request for Proposals when senior government funding comes available.
- 2. Undertake social marketing to educate and communicate to the public on the benefits of affordable housing with a view to minimize NIMBYism.
- 3. Continue dialogue with the Service Manager and the federal and provincial government for more tools to require applicants to provide a portion of their development for affordable housing.
- 4. To encourage opportunities for working with the University of Guelph and Conestoga College to establish special programs that combines affordable housing and education for students in need.

5.0 Next Steps

The Discussion Paper will be provided to the public through the City's web site, and circulated to local stakeholders (i.e., Wellington Guelph Housing Committee, the County of Wellington, housing providers, businesses, the builders and development associations, the Province and applicable City departments for review and comment.

A minimum of two open houses will be scheduled and meetings with key stakeholders will be conducted through the month of November 2009 in order to receive feed back on the Discussion Paper and the recommended targets and tools.

Following public consultation, the Discussion Paper may be refined and the affordable housing targets and policies will be developed and incorporated into the draft Official Plan Update. The draft Official Plan Update will be subject to additional public meetings and stakeholder input including a statutory public meeting before finalized for consideration by Council.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

Financial implications will depend on the implementation of the suggested planning, financial and communication tools cited above.

DEPARTMENTAL CONSULTATION

The 2009 Affordable Housing Discussion Paper has been circulated for comments to the County's Planning and Social Services Department.

There has also been internal consultation with CDDS Development Review, Parks Planning and other City departments.

ATTACHMENTS

Figure 1 Methodology for Determining the Affordable Housing Target

Appendix 1 2009 Affordable Housing Discussion Paper

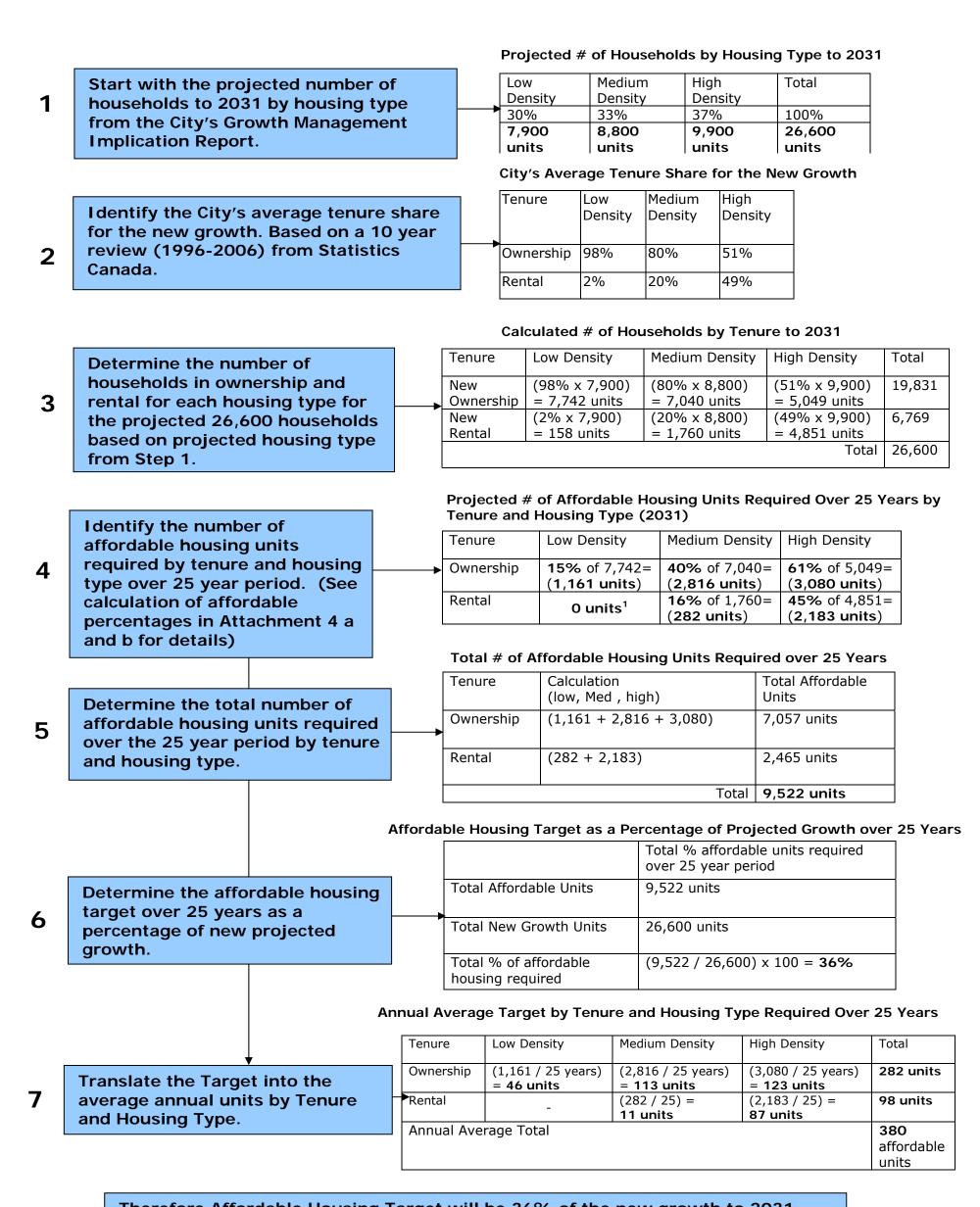
Prepared By: Lawrence Kuk Policy Planner 519-822-1260, ext. 2459 lawrence.kuk@quelph.ca Recommended By:
Marion Plaunt MES, RPP, MCIP
Manager of Policy Planning and
Urban Design
marion.plaunt@quelph.ca

Recommended By: James N. Riddell

Director of Community Design and Development Services 519-837-5616, ext. 2361 jim.riddell@guelph.ca

Lasel

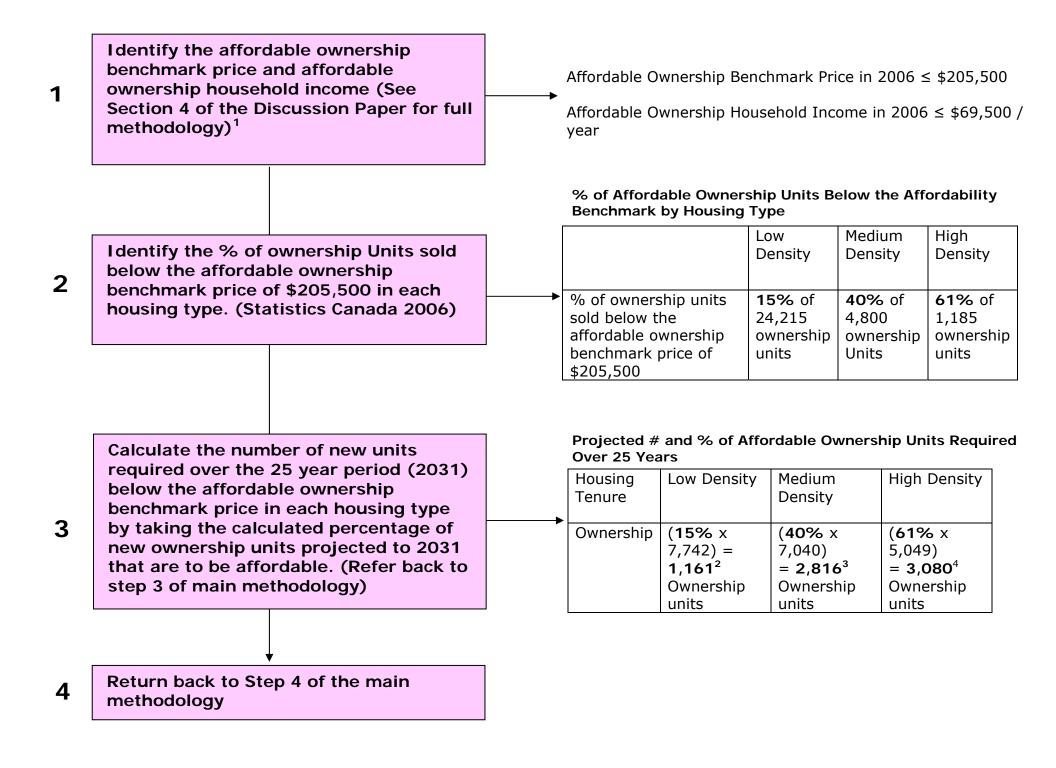
Figure 1: Methodology for Determining the Affordable Housing Target



Therefore Affordable Housing Target will be 36% of the new growth to 2031.

¹ The accessory apartment target is determined separately under Section 2.3 (iii) of the staff report and Section 5 of the Discussion Paper.

Figure 1a: Affordable Ownership Calculation

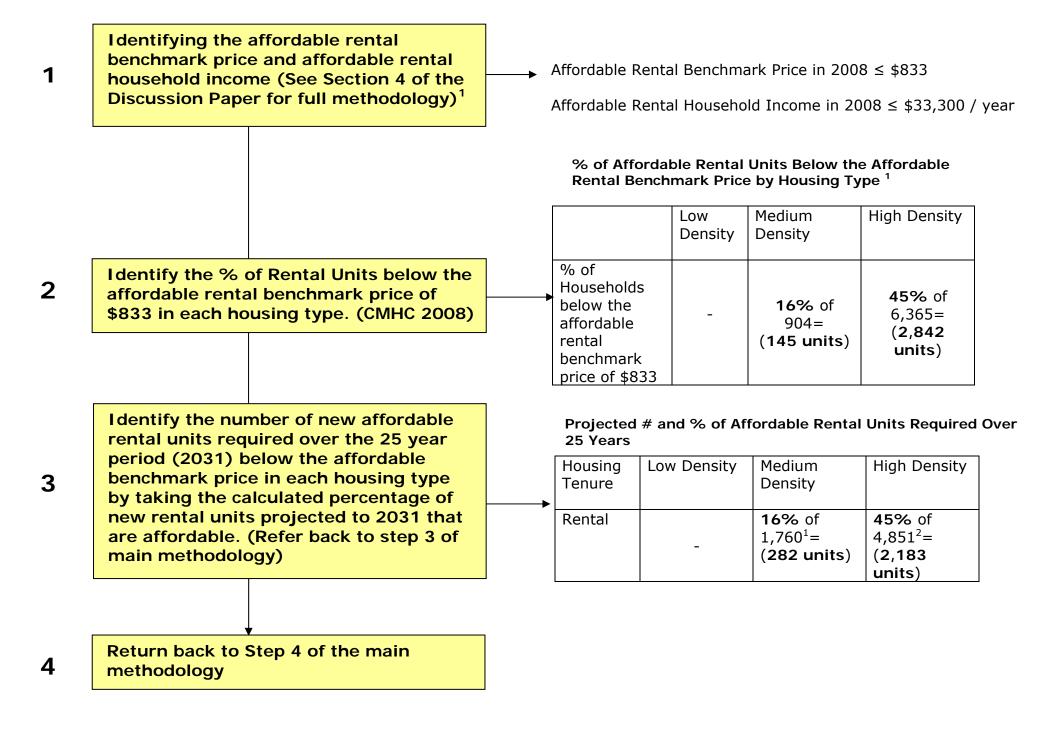


¹ There are no appropriate Census data for 2008 for determining the affordable targets by housing type. Therefore, for the purpose of determining the affordable housing target by housing type Statistic Canada Census data from 2006 has been used. In addition, the 2006 affordable benchmark price was also used in order to ensure consistency of data sets.

² The total ownership households in low density based on Step 3 of the main methodology in Figure 1.

³ The total ownership households in medium density based on Step 3 of the main methodology in Figure 1.

Figure 1b: Affordable Rental Calculation



¹ Please note that unlike affordable ownership, affordable rental refers to CMHC's 2008 rental housing data, therefore the 2008 affordable benchmark price was used.

² The accessory apartment target is determined separately under Section 2.3 (iii) of the staff report and Section 5 of the Discussion Paper.

³ The total rental households in medium density based on Step 3 of the main methodology in Figure 1.

⁴ The total rental households in high density based on Step 3 of the main methodology in Figure 1.

APPENDIX 1



2009 Affordable Housing Discussion Paper



TABLE OF CONTENTS

1	.0	INTRODUCTION	4
	1.1	PURPOSE	4
2	.0	BACKGROUND	5
	2.1	AFFORDABLE HOUSING TERMINOLOGY	5
	2.2	PROVINCIAL POLICY REQUIREMENTS	
	2.	2.1 Planning Act	7
		2.2 The Growth Plan for the Greater Golden Horseshoe (Growth Plan)	
	2.	2.3 Provincial Policy Statement (PPS) (2005)	
	2.3	CITY'S CURRENT OFFICIAL PLAN (2006 CONSOLIDATION)	8
	2.4		
		4.1 Role of the Federal and Provincial Governments	
		4.2 Role of the County of Wellington	
	2.	4.3 Role of the City	9
3	.0	HOUSING STATISTICAL PROFILE	10
	3.1	HOUSEHOLD DISTRIBUTION	10
	3.2	INCOME TRENDS	
	3.3	ECONOMIC CONDITIONS	
	3.4	EXISTING HOUSING STOCK	
	3.5	HOMEOWNERSHIP AND MORTGAGE RATE	
	3.6	RENTAL HOUSING AND VACANCY RATE	
	3.7	SOCIAL HOUSING SUPPLY AND DEMAND	
	_		
	3.8	CHANGING NEEDS	13
4	.0	METHODOLOGY FOR DETERMINING AFFORDABLE HOUSING	14
	4.1	DEFINITION OF AFFORDABLE HOUSING IN GUELPH	14
		1.1 Definition of Affordable Ownership Housing for Guelph	
		1.2 Definition of Affordable Rental Housing for Guelph	
		1.3 Definition of Affordable Housing for Establishing Affordable Housing Targets	
	4.2	=	
		2.1 Availability of New Affordable Ownership Housing in Guelph	
		2.2 Availability of Affordable Rental Units in Guelph	
	4.	2.3 Availability of Resale Affordable Homes in Guelph	21
5	.0	METHODLOGY FOR SETTING AFFORDABLE HOUSING TARGE	TS22
	5.1	PROVINCIAL POLICY STATEMENT (PPS) HOUSING TARGET	22
	5.2	METHODOLOGY FOR ESTABLISHING THE AFFORDABLE HOUSING TARG	
		2.1 New Household Growth (2006-2031) by Housing Type (Attachment 4, Step	
		2.2 Projection of the Tenure Share by Housing Type to 2031(Attachment 4, Step	
		2.3 Projected Affordable Share by Housing Type (Attachment 4, Step 4)	
		5.2.3.1 Projected Affordable Ownership Housing by Housing Type (Attachment 26	
		5.2.3.2 Projected Affordable Rental Housing by Housing Type(Attachment 4 b, 28	Step 2)
	5.	2.4 Projected City-wide Affordable Housing Target	30
		2.5 Number of Households within the Affordable Household Price Range	30
	5.4	EXISTING OFFICIAL PLAN HOUSING POLICY VS RECOMMENDED AFFORI	DABLE
	HOU	SING TARGET	32
	5.5	OTHER MUNICIPAL AFFORDABLE HOUSING TARGETS	
5	.0	IMPLEMENTATION TOOLS	35
	6.1	PLANNING TOOLS	35
		• . • • • • - •	

6.2 6.3	FINANCIAL TOOLS	
7.0	NEXT STEPS	
LIST (OF FIGURES:	
Figure Figure Figure Figure	1: Affordable Housing Definitions)
Figure	6: Historical Comparison of Average Housing Prices, City of Guelph, 2007-200 19	8
Figure	7: Comparison of Affordable Benchmark with Average Rental Prices20 8: Comparison of Affordable Benchmark with Average Resale House Prices (20 	008)
Figure Units to Figure Figure Figure Figure Figure Figure	9: Projected New Household Growth to 2031 (Attachment 4, Step 1)	ojected O 31

LIST OF APPENDICES:

Attachment 1: Existing Affordable Housing Official Plan Policies Attachment 2: History of Affordable Housing in the City of Guelph

Attachment 3: City of Guelph's Supply and Demand Analysis

Attachment 4: Methodology for Determining the Affordable Housing Target

1.0 INTRODUCTION

1.1 PURPOSE

The Affordable Housing Discussion Paper provides the background and basis for the recommended affordable housing targets for the City of Guelph in fulfillment of the provisions of the Provincial Policy Statement (PPS) and the Growth Plan for the Greater Golden Horseshoe. The 2009 Affordable Housing Discussion Paper has been prepared concurrent with and in conjunction with the County of Wellington's Housing Strategy Update. For the purpose of establishing affordable housing targets, this analysis applies only to the City of Guelph. It was determined that the City would be the "regional market area" as it would more accurately represent the City's needs. The County of Wellington will be establishing separate targets for its defined regional market area(s).

The County of Wellington is currently updating the Wellington/Guelph Housing Strategy. The City and the County have collaborated to ensure that both the City and County's statistical data are consistent in this report and the Housing Strategy.

The City-wide affordable housing target will implement the distribution of affordable housing by housing type in the City for low and moderate income households. The affordable housing target has been calculated on the basis of the growth rate by housing mix established through the City's Growth Management Strategy to the year 2031. The target is established as a percentage of the new residential development that is required to keep pace with the estimated additional 26,600 households forecasted to 2031.

The objectives of this Discussion Paper are to:

- Provide the background and policy basis for establishing an affordable housing target (Section 2.0);
- Outline the City's current housing statistical profile (Section 3.0);
- Present the methodology for determining what is considered affordable ownership and affordable rental housing within the City (Section 4.0);
- Outline the methodology for determining the recommended affordable housing target of 36%, and how the targets would apply to ownership and rental housing by housing type. (Section 5.2);
- Provide a list of recommended tools to be considered for encouraging and implementing affordable housing targets (Section 6.0).

¹ The PPS provides flexibility for the determination of the regional market area. The regional market area refers to an area, generally broader than a lower municipality that has a high degree of social and economic interaction. In southern Ontario, the upper or single-tier municipality will normally serve as the regional market area. Where a regional market area extends significantly beyond upper and single tier boundaries, it may include a combination of upper, single and /or lower-tier municipalities."

4

The Discussion Paper will also form the foundation for the affordable housing target and other policies to be included in the Official Plan Update. The Discussion Paper and the recommended target will be the subject of public review as part of the Official Plan Update.

2.0 BACKGROUND

2.1 AFFORDABLE HOUSING TERMINOLOGY

In order to facilitate the understanding of this paper, the following definitions of terminology associated with "affordable housing" are summarized below.

Figure 1: Affordable Housing Definitions

Terms	Definitions from 2005 Wellington & Guelph Housing
Terms	Strategy
Emergency Shelters	Shelters that provide board, lodging, personal needs items and other support to homeless persons on a short-term or infrequent basis. E.g., Elizabeth Place supported by United Way
Domiciliary Hostels	Unlike emergency shelters, domiciliary hostels are permanent homes for people with special needs and offer a housing alternative to institutional care. E.g., Harmony House in south Guelph has service agreements with the County.
Supportive Social Housing	Permanent housing combined with dedicated services for people with special needs including persons with mental and /or physical disabilities and the frail elderly. This housing type is typically supported by the Service Manager.
Social Housing (non-supportive)	Social housing that is subsidized, permanent rental housing or units owned and/or operated by the County or non-profit and co-operative housing providers. Some social housing units are integrated with other market priced units where the County has provided rent supplements to the landlords.
Consolidated Municipal Service Manager (Service Manager)	The County of Wellington, as the Consolidated Municipal Service Manager (Service Manager) for both the County and the City of Guelph, is responsible for this administration of social housing. The County works with various organizations including housing providers, community-based service agencies, social housing residents and applicants, and the community at large to address local housing needs and to address affordable housing.

Terms	Definition from the Growth Plan and the 2005 Provincial Policy Statement			
Low and Moderate Income Households	a) In the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the regional market area; orb) In the case of rental housing, households with incomes in the lowest 60 percent of the income distribution for renter households for the regional market area.			
Affordable Housing	a) In the case of ownership, housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area;			
	b) In the case of rental, a unit for which the rent is at or below the average market rent of a unit in the regional market area.			
	This housing type is typically supported by all three levels of government, community groups and local developers.			
Regional Market Area (RMA)	Refers to an area, generally broader than a lower-tier municipality that has a high degree of social and economic interaction. In southern Ontario, the upper or single-tier municipality will normally serve as the regional market area. Where a regional market area extends significantly beyond upper or single-tier boundaries, it may include a combination of upper, single and/or lower-tier municipalities.			
Market Housing	The PPS does not have a definition for Market Housing. The City has referred to market housing as housing other than affordable or social housing where the price is determined by the market.			
Terms	Definition from Statistics Canada			
Family Households	Family households are divided into two subcategories: one family households and multiple-family households.			
One family households	A one-family household consists of a single family (e.g., a couple with or without children).			
Couple family households	A married couple or a couple living common-law with or without children.			
Lone-parent family households	A lone parent living with one or more children.			
Multiple family households	Multiple-family household refers to a household in which two or more census families occupy the same private dwelling.			

Non-family households	A non-family household consists either of one person living alone or of two or more persons who share a dwelling, but do not constitute a family.
One person households	One person living alone.
Two or more person households	Two or more non-family members living in one dwelling.

Source: 2005 Wellington & Guelph Housing Strategy, Provincial Policy Statement (2005), Statistics Canada

2.2 PROVINCIAL POLICY REQUIREMENTS

Under the direction of the Provincial Policy Statement, municipalities are to establish and implement minimum targets for the provision of housing for low and moderate income households. In addition, the Growth Plan for the Greater Golden Horseshoe requires that municipalities plan for a range and mix of housing, including affordable housing. The following outlines the key provincial policies which address requirements for affordable housing.

2.2.1 Planning Act

Under Section 2 of the *Planning Act*, municipalities are required "to have regard to" matters of provincial interest, including ensuring "there is adequate provision for a full range of housing".

2.2.2 The Growth Plan for the Greater Golden Horseshoe (Growth Plan)

The Growth Plan was prepared by the Province to guide decisions on a wide range of issues and builds upon other key provincial initiatives such as the Provincial Policy Statement. In order to maintain and enhance healthy and complete communities as defined in the Growth Plan, Section 3.2.6 – "Community Infrastructure" require municipalities to establish and implement minimum affordable housing targets.

Section (3.2.6.5)

"Municipalities will establish and implement minimum affordable housing targets in accordance with Policy 1.4.3 of the PPS 2005."

Section (3.2.6.6)

"Upper-and single-tier municipalities will develop a housing strategy in consultation with lower-tier municipalities, the Minister of Municipal Affairs and Housing and other appropriate stakeholders. The housing strategy will set out a plan, including policies for the official plans, to meet the needs of all residents, including the need for affordable housing — both home ownership and rental housing. The housing strategy will include the planning and development of a range of

housing types and densities to support the achievement of the intensification target and density targets."

2.2.3 Provincial Policy Statement (PPS) (2005)

Under Section 3 of the *Planning Act* municipal policies must "be consistent with" the PPS.

The PPS (March 1, 2005) contains new policies addressing affordable housing. Section 1.4.3 states:

"Planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- a) establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households..."
- b) permitting and facilitating: all forms of housing required to meet the social, health and well being requirements of current and future resident, including special needs requirements."

2.3 CITY'S CURRENT OFFICIAL PLAN (2006 CONSOLIDATION)

The City's Official Plan (OP) "encourages" affordable housing, but does not have a specific City-wide target. Section 7.2.2 c) states:

"Encouraging the provision of affordable housing in plans of subdivision that are designed for moderate and lower income households, and, more particularly, for large subdivisions requiring this housing form to be provided to a minimum 25% of the total potential units."

Additional housing policies contained in the OP that encourages the provision of and protection for a full range of housing, including affordable housing are listed in Attachment 1.

Recently, City Council adopted Official Plan Amendment 39 - Growth Plan Conformity (June 2009). Currently, amendment 39 is with the Ministry of Municipal Affairs and Housing for review and approval. This amendment includes a provision that "encourages all forms of residential intensification and redevelopment, which in part, may contribute to affordability." (Section 1.4.3 b) 2)

As part of the Official Plan Update, the policies related to affordable housing will be refined to reflect the Growth Plan and the PPS requirements and include a minimum affordable housing target.

2.4 RESPONSIBILITY FOR AFFORDABLE HOUSING IN GUELPH

The following section highlights the responsibility for affordable housing in the City of Guelph. A more detailed summary of the history of responsibility, funding and strategies for affordable housing is provided in Attachment 2.

2.4.1 Role of the Federal and Provincial Governments

Historically, there has been reliance on the federal and provincial governments to provide and /or stimulate affordable housing. Up until 1985 the Federal government was directly involved in the funding and construction of affordable housing. Between 1993-1995, both the federal/provincial government delegated the responsibility for administering social/affordable housing to Municipal government. With the passing of the *Social Housing Reform Act* in 2000, the County of Wellington became the designated, Consolidated Municipal Service Manager (Service Manager) for Wellington/Guelph. The Federal and Provincial government provides funding, when available, to be administered by the service managers.

2.4.2 Role of the County of Wellington

As of 2000, the County of Wellington, as the Service Manager, has been responsible for administering social and affordable housing in Wellington County and Guelph primarily through funding provided by the senior levels of government. Therefore, the County is responsible for administering 100% of the municipal social and affordable housing programmes. (See Attachment 2, Appendix A for a detailed diagram which represents the roles and responsibility between the County and the City of Guelph regarding social and affordable housing.)

For example in 2005 the County administered \$5.245 million to create 84 affordable rental units in Guelph and 10 affordable rental units in Arthur, Wellington North. (See Attachment 2, Figure 3 for details)

On March 2009, the Ontario provincial government matched the federal government's announcement and has made a commitment of \$624.5 million. The combined total from both the federal and provincial government will be \$1.24 billion as follows:

- \$704 million to repair social housing units and make them more energy efficient
- \$370 million to create new affordable housing for low-income seniors and persons with disabilities
- \$175 million to extend the Canada-Ontario Affordable Housing Program.

It is anticipated that the City will be the benefactor of the projects funding through this program.

2.4.3 Role of the City

The City of Guelph has provided affordable housing through grants and other forms of relief where appropriate e.g., deferral/waiver of development charges and other municipal fees. An affordable housing reserve fund was established in 2003. The reserve fund has continued to offset portions of the start-up cost of several affordable housing projects in the City. (See Attachment 2, Figure 2 for details) Moreover, the City has also been active in promoting and encouraging the construction of affordable housing through a broad range of policies, programs and tools. (See Attachment 2, Section 3 for a complete list and summary of the policies and programs.)

3.0 HOUSING STATISTICAL PROFILE

As a component of "complete communities" defined by the Growth Plan, affordable housing shares an important role in meeting people's needs throughout their lifetime. Therefore it is important to understand the City's current housing and demographic situation before exploring future affordable housing requirements. The evidence for considering the need for additional affordable housing in the City is strong. Attachment 3 of this report provides a full analysis of the City's current housing supply and demands. The following highlights the key findings from Attachment 3 – City of Guelph's Housing Statistical Profile.

3.1 HOUSEHOLD DISTRIBUTION

- 1. The median age of the City's population increased from 35.4 years in 2001 to 36.4 in 2006. It is estimated that the age group in the 55+ category will increase approximately 110% (approx. 30,000 people) by 2031. (See Attachment 3, Section 2)
- 2. In 2006 the average household size decreased to 2.57 people per unit from 2.68 in 1996. The average household is projected to be 2.37 people per unit in 2031.² (See Attachment 3, Section 3.1)
- 3. In 2006, 2 person households represent 33% (14,815 households), 1 person households represent 25% (11,335 households), 4+ person households represent 25% (11,285 households), 3 person households represent 16% (7,255 households) of the City's total household population. (See Attachment 3, Section 3.2)
- 4. In 2006, there were approximately 44,700 total households in Guelph.
- 5. In 2006, 31% of households in Guelph were couples with children. 25% were one person households, 24% were couples without children. The remainder households made up the total. (See Attachment 3, Section 3.3)
- 6. In 2006, 69% (31,000 households) of Guelph's total household population had homeownership, with the 31% (13,700 households) in rental units. (See Attachment 3, Section 3.5)

_

² 2008 City of Guelph Development Charge Background Study (p. 3-5)

3.2 INCOME TRENDS

- 1. In 2006, the median household income of all ownership and rental households in Guelph CMA³ was \$65,991. The lowest income households in Guelph are one-person households with a median annual household income of \$30,687 in 2006. This category is followed by lone-parent family households with an average annual household income of \$45,840. (See Attachment 3, Section 3.8)
- 2. For rental households, the lowest income households in Guelph CMA are one-person households with an average annual household income of \$22,022 and are followed by lone-parent family households with an annual average income of \$28,917. (See Attachment 3, Section 3.9)

3.3 ECONOMIC CONDITIONS

1. Recent statistics from the Workforce Planning Board of Waterloo/ Wellington/ Dufferin indicates that the unemployment rate in Guelph CMA had increased significantly from 5.6% in 2008 to 8.1% in April 2009. (See Attachment 3, Section 4.1)

3.4 EXISTING HOUSING STOCK

- 1. The majority (28%) of the City's single/semi detached ownership dwellings were constructed before 1960. The majority (47%) of the City's ownership townhouses were constructed between 1991 and 2006; and the majority (71%) of the City's ownership apartments were constructed between 1971 2000. (See Attachment 3, Section 5.2)
- 2. 45% of the City's single/semi detached rental dwellings were constructed before 1960. 25% of the City's rental townhouses were constructed between 1971 and 1980. 27% of the City's rental apartments were constructed before 1960. (See Attachment 3, Section 5.3)
- 3. Between 1996 and 2006 rental households declined by 9%. In the same time period, homeownership households increased by 9%. (See Attachment 3, Section 7)
- 4. In 2006, 54% of the City's total housing stock (ownership and rental) was single/semi detached ownership dwellings. (See Attachment 3, Section 7.3)

3.5 HOMEOWNERSHIP AND MORTGAGE RATE

1. The lowest average mortgage rate experienced was in 2005, at a rate of 5.5% (5 year term). Overall the last ten years (1998-2008) the average mortgage

-

³ Guelph Census Metropolitan Area (CMA) includes the City of Guelph and the Township of Guelph/Eramosa

rate was at 6.6% (5 year term). In 2008 the average 5 year mortgage rate was at 6.4%. (See Attachment 3, Section 8.1)

- 2. There were no new apartment/condominium ownership units sold between 2005 and 2006⁴ and only 62⁵ apartment/condominium units sold in 2007. (See Attachment 3, Section 8.2.1)
- 3. In 2008, the average semi detached and apartment units were priced below \$237,000 (the recommended affordable ownership benchmark). (See Attachment 3, Section 8.2.2)
- 4. In 2008⁶, the average new house price (all housing type) in the City of Guelph was \$302,779. In 2008, the average new house price for a single detached dwelling was \$342,133. The average new house price for semi detached dwelling was \$233,329. The average new house price for townhouse was \$242,503. The average new house price for apartments was \$180,380. (See Attachment 3, Section 8.2.3)
- 5. According to the Guelph & District Association of Realtors, the total number of resale dwellings sold decreased from 2,168 dwellings in 2007 to 1,989 dwellings in 2008. (See Attachment 3, Section 8.3.1)
- 6. According to the Guelph & District Association of Realtors, in 2008 the average resale house price (all housing type) in the City of Guelph was \$263,431. In 2008, the average resale house price for a single detached dwelling was \$299,803. The average resale price for semi detached dwelling was \$221,660. The average resale price for townhouses was \$212,613. The average resale price for apartments was \$170,977. (See Attachment 3, Section 8.3.2)

3.6 RENTAL HOUSING AND VACANCY RATE

- 1. In October 2008, the vacancy rate for Guelph CMA was at 2.3%. This rate is below the healthy rental market vacancy rate of 3%. Based on more current data, the vacancy rate is rising. E.g., in April 2009 the rental vacancy rate for Guelph CMA was 3.7%. (See Attachment 3, Section 8.5.1)
- 2. The highest vacancy rate by bedroom type in 2008 was found in 3 bedroom units at 2.7%, while the lowest vacancy rate was for 1 bedroom units at 2.1%. (See Attachment 3, Section 8.5.2)
- 3. In 2008, the average rent for a one bedroom apartment was \$766 and a two bedroom apartment was \$869. (See Attachment 3, Section 8.5.6)

_

⁴ In 2006, 81 registered units were leased through the Village by the Arboretum condo plan, and therefore where not registered as "sold" in the MPAC data.

⁵ The 62 units are from developments on 415 Grange Road and 60 Cardigan Street.

⁶ Municipal Property Assessment Corporation house sale data was used.

3.7 SOCIAL HOUSING SUPPLY AND DEMAND

- 1. In 2008, there were approximately 2,754 permanent social housing units in Wellington/Guelph of which 2,238 (81%) were located in Guelph. (See Attachment 3, Section 9.1)
- 2. As of December 2008, there were 1,280 active households on the social housing waiting list in Wellington/Guelph.⁷ (see Attachment 3, Section 9.3)
- 3. 47% of the applicants on the waiting list are "single-non-seniors", (65 and under); 35% of applicants were "families" with the remainder 18% of applicants being seniors. (See Attachment 3, Section 9.3)
- 4. In the City of Guelph, it takes about 3-5 years for seniors, 3-9 years for single households and 3-5 years for families to gain access to social housing from application to move-in date. (See Attachment 3, Section 9.5)
- 5. As of May 2009, 39% of all applicants on the waiting list were in the age group 25-44 years old. The next largest proportion of applicants is in 45 64 years old at 35%. (See Attachment 3, Section 9.6)
- 6. The majority (37%) of the applicants on the social housing waiting list have an average household income of \$1,001-\$2,000 per month. The next largest proportion (36%) of all applicants had an average household income of \$501 \$1000 per month. (See Attachment 3, Section 9.7)

3.8 CHANGING NEEDS

1. In 2008, the gross annual household income for households such as recipients of Ontario Works, Ontario Disability Support Program, Seniors with Old Age Security, Guarantee Income Supplement and Guarantee Annual Income System and minimum wage earners continue to experience difficulty in affording rental units below the 20th percentile (rent at \$450/ month). (See Attachment 3, Section 10)

- 2. In 2006, 22% (25,315 people) of the City of Guelph's total population are 55 years of age or older, an increase of 2% from 2001. 55% of the aging population are female with the remaining 45% being male.
- 3. As the City's overall population continues to increase, the proportion of immigrants to Guelph continues to grow in parallel. In 2006, 21% of the City's total population was new Canadians. The proportion of immigrants and non-immigrates has not changed since 1996. (See Attachment 3, Section 11)

-

⁷ There are no distinctions between the number of applicants from the County of Wellington and the number of applicants from Guelph.

⁸ Refers to people who are, or have been, landed immigrants in Canada. A landed immigrant is a person who has been granted the right to live in Canada permanently by immigration authorities.

4. In the 2008/09 University of Guelph school year, approximately 5,000 or 25% students live on campus; the other 15,250 students or 75% live off campus in and/or outside of Guelph. (See Attachment 3, Section 12)

4.0 METHODOLOGY FOR DETERMINING AFFORDABLE HOUSING

Before determining a recommended future affordable housing target, it is important to clearly define what is considered to be affordable housing within the City.

4.1 DEFINITION OF AFFORDABLE HOUSING IN GUELPH

In order to set targets for affordable housing, there is a need to first establish the methodology for defining "affordable ownership housing" and "affordable rental housing" in a way that is consistent with the 2005 Provincial Policy Statement. The methodology to determine the affordable ownership and affordable rental housing targets is addressed in Section 5 of this Discussion Paper.

The PPS requires slightly different data for determining affordable ownership than rental housing. For affordable ownership housing, the calculation includes the household income of **all** households in the regional market area, e.g., the "income distribution in the regional market area". However, affordable rental housing is based on only rental households within the regional market area, e.g., the "average market rent within the regional market area." The definitions and methodology are addressed below.

4.1.1 Definition of Affordable Ownership Housing for Guelph

The (PPS) provides direction for determining affordability. Affordable ownership housing is defined as the least of:

- a) housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households; or
- b) housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area.

The PPS defines low and moderate ownership income households, as follows:

a) in the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the regional market area⁹

14

⁹ For the purpose of determining affordable housing targets, the City of Guelph is the regional market area. (As mentioned in Section 1.0 of this Discussion Paper)

As illustrated on Figure 2 below, in 2008 the average ownership household income at the 60th percentile was \$84,344. Therefore, households making below \$84,344 are considered to be "low to moderate income households".

As identified above, the PPS provides two methods for defining affordability and requires that the lower amount be used. The two methods are discussed below.

a) Affordability Based on 30 % of Gross Annual Household Income

Figure 2, below shows the gross annual household incomes for the City of Guelph (regional market area) and the affordable housing price based on 30% of the gross annual household income for each percentile. For example, in 2008, the gross annual household income at the 60^{th} percentile was \$84,344. This means that households within the 60^{th} percentile could not afford a home over \$255,200 without spending more than 30% of their gross annual household income on housing.¹⁰

b) Affordability Based on 10 % Below Average Resale Price

Figure 2, also identifies the average resale price of homes in 2008 as \$263,431. Based on 10% below this price, a home in Guelph below \$237,088 would be considered affordable to low and moderate income households. As indicated above, low and moderate ownership income households are defined as households below the 60th percentile. Therefore, the average resale house price in Guelph is slightly higher than what would be considered affordable to low and moderate income households with incomes adjusted to 2008 levels.

Figure 2: Affordable Ownership Calculation (2008)

Income	Total	Affordable Purchase	Average	10% Below
Percentile	Gross	Price (Does not exceed	Resale Price	the
	Annual	30% of gross annual	(2008)	Average
	Household	Household Income)		Resale
	Income			Price
	(2008*)			
10 th Percentile	\$21,958	\$40,100		
20 th Percentile	\$33,036	\$83,700		

The "regional market area" is defined by the PPS as: "refers to an area, generally broader than a lower-tier municipality, that has a high degree of social and economic interaction. In southern Ontario, the upper or single-tier municipality will normally serve as the regional market area. Where a regional market area extends significantly beyond upper or single-tier boundaries, it may include a combination of upper, single and/or lower-tier municipalities."

- Property taxes equal to 1.336561% (Residential/Farm class rate) / 12 months
- 5% down payment,
- Mortgage interest rate of 6.5% (according to the bank of Canada- 5 year mortgage),
- Utilities and heating cost is \$200 / month and a 25 year amortization period.

¹⁰ The following assumptions were placed into an algebraic formula obtained from Lapointe Consulting Inc and was used to calculate the gross annual household income:

30 th Percentile	\$46,003	\$127,000		
40 th Percentile	\$58,119	\$167,500		
50 th Percentile	\$70,693	\$209,600		
55 th Percentile	\$78,900			\$237,088
60 th Percentile	\$84,344	\$255,200		
61 st Percentile	\$86,820		\$263,431	

Source: *Calculated from Statistics Canada 2006 Census and have been adjusted upwards to 2008 by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

c) Final Affordable Ownership Price

Since 10% below the average resale price (\$237,088) is lower than the purchasing price of households at the 60^{th} percentile without exceeding 30% of the gross annual household income (\$255,200), housing priced at \$237,088 or below would be considered affordable for the City of Guelph.

For the purpose of implementation, housing priced at or below \$237,000 will be considered affordable in Guelph.

Therefore, as shown in Figure 2, an affordable benchmark price of \$237,000 would enable households with a gross annual household income of \$78,900 and below (households at or below approximately the 55th percentile) to purchase a home.

For the purpose of implementation, a gross annual household income of \$79,000 or less will be considered as the affordable household income in Guelph.

4.1.2 Definition of Affordable Rental Housing for Guelph

The 2005 Provincial Policy Statement defines affordable rental housing as the least of:

- a) a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or
- b) a unit for which the rent is at or below the average market rent of a unit in the regional market area.

Note that the definition for "low and moderate income households" for rental households is slightly different than ownership households. As defined by the PPS, low and moderate income households refer to households with incomes in the lowest 60 percent of the income distribution for renter households for the regional market area.

Figure 3 below compares the average gross annual rental household incomes and the affordable rent at each income percentile with the average market rent for the City of Guelph.

Figure 3: Affordable Rental Calculation (2008)

Income Average Affordable Rental Price Average
--

Percentile	Gross	(Does not exceed 30%	Market
	Annual	of gross annual	Rent
	Rental	household income)	(2008)
	Household	(Household income x 30% /	
	Income	12 months)	
	(2008)		
10 th Percentile	\$12,020	\$300	
20 th Percentile	\$17,869	\$450	
30 th Percentile	\$23,083	\$580	
40 th Percentile	\$30,257	\$760	
45 th Percentile	\$33,300	\$830	\$833
50 th Percentile	\$37,725	\$940	
60 th Percentile	\$46,143	\$1,150	

Source: Calculated from CMHC's data (2008). Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0% to 2008 on the basis of the Ontario Consumer Price Index from Statistics Canada.

a) Affordability Based on 30 % of Gross Annual Household Income

Figure 3, above shows the average gross annual rental household incomes within the City of Guelph (regional market area) and the affordable rental price based on 30% of the gross annual household income for each percentile. For example, in 2008, the average gross annual rental household income at the 60th percentile was \$46,143. This means that households within the 60th percentile could not afford rents over \$1,150 without spending more than 30% of their gross annual household income on housing.

b) Affordability Based on At or Below Average Market Rent

Figure 3, also identifies the average market rent price in 2008 as \$833. Based on the PPS's second definition, at or below the average market rent, a unit in the City of Guelph with rent below \$833 would be considered affordable to low and moderate income households.

c) Final Affordable Rental Price

As a result, the average rent price (\$833) is lower than the rental price at the 60^{th} percentile, without exceeding 30% of the gross annual household income (\$1,150). Therefore, rent priced at \$833 or below (households with a gross annual household income of \$33,300 and below – 45^{th} percentile) would be considered affordable.

For the purpose of implementation, rent priced at or below **\$833** is considered affordable in Guelph.

4.1.3 Definition of Affordable Housing for Establishing Affordable Housing Targets

In summary, based on the definitions prescribed by the PPS, the following benchmark prices for affordable ownership housing and affordable rental housing apply to Guelph.

Figure 4: Affordable Housing Targets for the City of Guelph

Housing Type	Applicable Definitions from the PPS	Affordable Benchmark Price (2008)
Affordable Ownership Housing	Housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area.	\$237,000 (\$237,088)
Affordable Rental Housing	A unit for which the rent is at or below the average market rent of a unit in the regional market area.	\$833

The average resale and rental price will fluctuate from year to year, therefore it is recommended that the City monitor the affordable benchmark for both ownership and rental housing. It is difficult to prescribe the frequency of the review at this time because there is typically several years between the approval of plans of subdivision and apartments and the issuance of a building permit. Therefore, a monitoring program will need to be developed, perhaps in conjunction with the Development Priorities Plan (DPP).

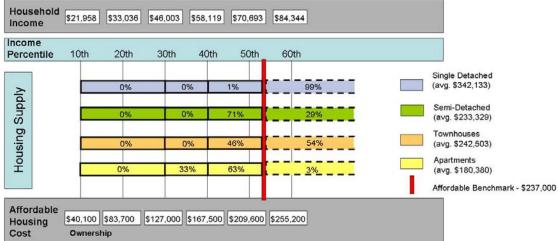
4.2 AFFORDABILITY IN THE CITY

The following discussion addresses the availability of affordable housing based on the above calculations for ownership and rental housing under new homes sold, and rental housing. The selling price of homes and cost of rent are compared against the calculated benchmark for affordability provided in Section 4.1.3 of this Discussion Paper. Comparable information on resale homes has been provided for information only, and has not been included as part of the affordable housing target.

4.2.1 Availability of New Affordable Ownership Housing in Guelph

An examination of the Municipal Property Assessment Corporation's (MPAC) house sales data in 2008 shows that there were 83 (22%) new ownership housing units sold below the affordable housing benchmark price (\$237,000). Although approximately 22% of new homes sold were below the affordability threshold of \$237,000, there are gaps in affordable housing options by housing type particularly at the lower end of the household income percentile. As shown in Figure 5, new low density housing (single and semi-detached) and medium density housing (townhouses) are not affordable to those households below the 40th percentile having an average gross annual income of approximately \$58,119.

Figure 5: Comparison of Affordable Benchmark and Average New House Prices (2008)



Source: MPAC housing sales data (2008). Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

As illustrated by Figure 6 below, in 2008 the average price of both single (\$342,133) and townhouse dwellings (\$242,503) are above the affordable home ownership benchmark price of \$237,000. Although town homes are typically less expensive than semi-detached, only semi-detached and apartments units were priced below the affordable benchmark price of \$237,000. The price would be reflective of the quality and type of homes sold in 2008.

Figure 6: Historical Comparison of Average Housing Prices, City of Guelph, 2007-2008

Housing Type	2007	2008	% Change 2007- 2008
Single detached	\$ 332,737	\$342,133	+2.8%
Semi-detached	\$ 238,414	\$233,329	-2.1%
Townhouses	\$ 223,101	\$242,503	+8.6%
Apartments	\$165,086	\$180,380	+9.3%
Total Average			
House Price	\$ 275,751	\$302,779	+9.8%

Source: MPAC 2007, 2008

4.2.2 Availability of Affordable Rental Units in Guelph

As shown in Figure 7 below, a similar analysis was undertaken for rental accommodations over a four year period (2005-2008). The data includes only townhouse/apartment rental units and does not include singles or semi detached

dwellings or accessory apartments.¹¹ Moreover, the CMHC rental market survey data does not separate newly constructed rental units from the existing rental units in the City.

In 2008, 2,987 units or 41% of rental units were available within the affordable benchmark price of \$833 or lower. However, as shown in Figure 7, the majority of the rental units were priced close to the affordable rental benchmark with limited rental units available in the lower income percentiles.

As bedroom number increased, the number of affordable units decreased. Thirty one percent (31%) of bachelor apartment units were rented below the 30th income percentile. Only 4% of one bedroom apartment units were rented below the 30th income percentile. There were no units rented below the 30th income percentile for two and three-bedroom units.

Therefore, family households in the lower income percentile are very limited in their choice of accommodation and are in need of more affordable rental housing units below the 30th percentile.



Figure 7: Comparison of Affordable Benchmark with Average Rental Prices

Source: Calculated from CMHC's data (2008). Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0~% on the basis of the Ontario Consumer Price Index from Statistics Canada.

_

¹¹ CMHC does not have rental data for single/semi detach dwellings.

4.2.3 Availability of Resale Affordable Homes in Guelph

Although, resale homes provide a supply of affordable housing at and below the affordability benchmark price of \$237,000, they are not included in the affordable housing target because their resale price cannot be regulated or influenced by the municipality. The resale market homes are included for information only and have not been included as part of the affordable housing target.

Traditionally, resale homes are more affordable than newly constructed homes. According to the Guelph and District Association of Realtors' sales data, in 2008, 827 (42%) of the resale homes were sold below the affordable benchmark price of \$237,000.

Although resale homes may have lower starting prices, the majority of the affordable resale homes (\$237,000) are also concentrated in the upper end of the housing price range.

As shown in Figure 8, in 2008, only 1% of all single detached homes and 3% of all semi-detached homes were available between the 10^{th} and the 30^{th} income percentile. The majority (79%) of the single detached dwellings sold above the affordable benchmark price (\$237,000).

Although townhouse prices started approximately at the 10^{th} income percentile, only 7% of all townhouse dwellings were available between the 10^{th} and the 30^{th} percentile.

Apartments were the only housing type that were available across the entire housing continuum (from the 10^{th} percentile to greater than the 60^{th} percentile). In 2008, apartment prices started at the 10^{th} percentile. Thirty –seven (37)% of all apartments sold between the 10^{th} – 30^{th} percentiles in 2008.

In general, homeownership in either the new or resale market is very difficult for households who have an income under the 30th percentile. As shown in Figures 5 and 8, the primary homeownership option for those below the 30th percentile is apartments.

Household \$21,958 \$33,036 \$46,003 \$58,119 \$70,693 \$84.344 Income Income 20th 30th 40th 50th 60th Percentile 10th Single Detached (avg. \$299,803) 5% 15% 1% 79% Housing Supply Semi-Detached 22% 3% 51% (avg. \$221,660) Townhouses 32% 7% 30% (avg. \$212,613) Apartments 37% 32% 20% (avg. \$170.977) Affordable Benchmark - \$237,000 Affordable \$40,100 \$83,700 \$127,000 \$167,500 \$209,600 \$255,200 Housing Ownership Cost

Figure 8: Comparison of Affordable Benchmark with Average Resale House Prices (2008)

Source: Calculated from Guelph & District Association of Realtors' sales data 2008. Household incomes have been calculated from Statistics Canada 2006 Census and have been adjusted upwards by 6.0 % on the basis of the Ontario Consumer Price Index from Statistics Canada.

It is important to note that although the resale market is an important component of affordable housing, it is market driven and cannot be easily influenced by City planning policies. Therefore, the affordable housing target does not include the resale market.

5.0 METHODLOGY FOR SETTING AFFORDABLE HOUSING TARGETS

5.1 PROVINCIAL POLICY STATEMENT (PPS) HOUSING TARGET

New Construction Target

In order to comply with the PPS (Section 1.4.3), the City is required to "establish and implement affordable housing targets for an appropriate range of housing types which are affordable to low and moderate income households". The affordable housing target will be implemented through new housing construction. Although the resale market may contribute to the overall affordability, municipal planning policy exerts little direct influence on the resale market. Therefore, the affordable housing target applies only to new construction.

Separate Target for Accessory Apartments

Accessory apartments make an important contribution to affordable housing, particularly for the student population. A separate target has been established for

accessory apartment units/year in addition to the affordable housing target. The accessory unit target is discussed in Section 5.3 of this Discussion Paper.

5.2 METHODOLOGY FOR ESTABLISHING THE AFFORDABLE HOUSING TARGETS

Neither the Growth Plan nor the PPS provide a methodology or guideline for how to calculate an affordable housing target. Furthermore, most affordable housing reports do not clearly articulate the methodology applied to calculate the affordable housing target. In order to establish a methodology, a best practice review of various municipal affordable housing studies were reviewed within the Greater Golden Horseshoe (GGH). Discussions were also held with municipal planners and consultants to help inform the City's methodology. The methodology applied to establish an affordable housing target is a hybrid of methodologies from two respected housing consultants whom have completed the majority of the municipal housing target studies¹² in the Greater Golden Horseshoe. The methodology has also been peer reviewed by Lapointe Consulting Inc. A diagram illustrating the methodology for determining the affordable housing target is illustrated in Attachment 4 of this Discussion Paper.

Overview of Methodology

The following is a brief summary of the methodology which should be read in conjunction with Attachment 4.

- 1. The methodology starts with the number of new households projected to 2031 by housing type (low, medium and high density) as identified in the City's Implications Analysis of the Local Growth Management Strategy (April 20, 2009), e.g., 26,6000 new housing units with a housing mix of 30 % low density, 33 % medium density and 37 % high density (Attachment 4 Step 1).
- 2. Identify the City's tenure share between ownership vs. rental for the three housing densities based on a 10 year review (1996-2006), e.g., medium density development consists of 80% ownership housing and 20 % rental housing (Attachment 4, Step 2).
- 3. Determine the number of households in ownership and rental for each housing type for the projected 26,600 households (Attachment 4, Step 3).
- 4. Identify the percentage of **affordable ownership** housing units historically sold in 2006 below the affordable housing benchmark price by housing type –

_

¹² SHS Consulting; responsible for housing target reports for various municipalities, including the City of Brantford and Peel Region, and Lapointe Consulting Inc. who has completed housing target reports for the City of Windsor and has published housing reports for CMHC and other municipalities.

low, medium and high density using 2006 Statistics Canada data¹³ (Attachment 4a, Step 2).

- 5. Apply the 2006 percentage share of ownership units sold below the 2006 affordable benchmark price as a reasonable projection for determining the affordable housing target, e.g., 15 % of low density, 40 % of medium density and 61 % high density should be below the 2006 affordable ownership benchmark price.
- 6. For **affordable rental housing**, identify the percentage of the rental units in 2008 rented below the affordable benchmark price by housing type. ¹⁴ E.g., there were no affordable rental units under low density, while 16 % of all medium density rental units and 45 % of high density rental units were affordable in 2008 (Attachment 4b, Step 2).
- 7. Apply the percentage share of rental units below the 2008 affordable benchmark price for determining the affordable rental housing target under medium and high density e.g., 16 % of medium and 45 % of high density should be below the affordable rental benchmark.
- 8. Since there are no affordable rental units within the low density housing type, no target is recommended for new construction. Instead a separate target has been determined for accessory apartments as discussed previously.
- 9. Apply the percentage share of affordable ownership and rental under each housing type to determine the total number of affordable housing units required over the 25 year period by tenure and housing type (Attachment 4, Step 5).
- 10. Determine the affordable housing target over 25 years as a percentage of new projected growth, e.g., 36 % (Attachment 4, Step 6).
- 11. Translate the target by tenure and housing type to establish targets for average annual units under low, medium and high density by ownership and rental (Attachment 4, Step 7).

Based on the above methodology, the recommended affordable housing target is **36** % **of new construction**. The average annual unit target by ownership and rental under each housing type is illustrated below.

_

¹³ It was necessary to use 2006 data for this information because there was insufficient data for 2008 for either Guelph alone of the Guelph CMA to determine the percentage affordable ownership by housing type.

¹⁴ There was sufficient data available from Canadian Mortgage and Housing Corporation for 2008 for rental housing.

Annual Average Target for Affordable Housing by Tenure and Housing Type Over 25 Years

Tenure	Low Density	Medium Density	High Density	Total
Ownership	46 units	113 units	123 units	282 units
Rental	-	11 units	87 units	98 units
Total Annual	380 units			

The following provides an in depth explanation of the critical components of the above methodology.

5.2.1 New Household Growth (2006-2031) by Housing Type (Attachment 4, Step 1)

Figure 9, below illustrates the projected new household growth to 2031 as established in the City's Implications Analysis of the Local Growth Management Strategy by housing type. These figures are the basis for the projected new growth within which the affordable housing target is established (Attachment 4, Step 1).

Figure 9: Projected New Household Growth to 2031 (Attachment 4, Step 1)

Growth Management Implications Report (April 2009)	Low Density (single/semi detached units)	Medium Density (townhouses/ apartment duplex)	High Density (Apartments with 5 + storeys)	Total
# of Households	7,900	8,800	9,900	26,600
% of Households	30%	33%	37%	100%

Source: City's Implications Analysis of the Local Growth Management Strategy (2009)

5.2.2 Projection of the Tenure Share by Housing Type to 2031(Attachment 4, Step 2)

To determine the overall future demand for ownership and rental housing it is necessary to establish a projected tenure share between ownership and rental housing. The most empirical basis for projecting tenure share was to consider the historical average tenure share and current trends. The historical tenure share between 1996 and 2006 was considered a reasonable and tangible basis for future projections. Figure 10 shows the average breakdown by percentages of households in homeownership and rental tenure for each housing type for the period of 1996-2006.

Figure 10: 1996-2006 Average Tenure and Projected Tenure Share for the 26,600 Projected Units to 2031 (Attachment 4, Steps 2 and 3)

				Projected
				Average Tenure
Tenure	Low Density	Medium Density	High Density	Share to 2031
	98%	80%	51%	75%
% Owned	(7,742 units)	(7,040 units)	(5,049 units)	(19,831 units)
	2%	20%	49%	25%
% Rented	(158 units)	(1,760 units)	(4,851 units)	(6,769 units)

Source: City of Guelph (2009)

As mentioned earlier, there is a declining trend of rental share in the City. In 1996 the tenure ratio was 60% (ownership) and 40% (rental), by 2006 the tenure ratio has shifted to 69% (ownership) and 31% (rental). The decreasing trend in rental share is not only experienced in Guelph, but also within the County of Wellington and province wide. (See Attachment 3, 7.1 for Comparison of Ownership and rental Distribution (1991-2006) and 7.2 for Comparison of Rental Distribution between Guelph, Wellington County and Ontario.)

Therefore, the above projected average tenure share identified in Figure 10 is considered reasonable to apply as the basis for the projected tenure share for ownership and rental for the 26,600 future units (Attachment 4, Step 2 and 3).

5.2.3 Projected Affordable Share by Housing Type (Attachment 4, Step 4)

The next step of the methodology is to determine the percentage of units that should be affordable within each housing type (low, medium and high density) for both housing tenure (ownership and rental). The following addresses ownership and rental separately.

5.2.3.1 Projected Affordable Ownership Housing by Housing Type (Attachment 4 a, Step 2)

There are no appropriate Census data for 2008 for determining the affordable ownership targets by housing type. Therefore, and for the purpose of determining the affordable ownership housing target by housing type, Statistics Canada Census data from 2006 has been used as the most accurate representation. In order to ensure consistency with the 2006 census data set, the 2006 affordable benchmark price was also used.

Based on 2006 Census data, 15% of low density housing, 40 % of medium density housing, and 61% of high density housing were below the 2006 affordability benchmark price (\$205,500). The following illustrates the methodology to determine the affordability percentage in each ownership housing type.

a) Low Density

Based on Statistics Canada's custom tabulation data¹⁵ and illustrated below in Figure 11, in 2006, there were a total of 24,215 ownership households in low density housing (Singles and Semi detached dwellings). Approximately 15% (3,620 households) of all low density dwellings fell below the 2006 affordable benchmark price of \$205,500.

As a result, 15% of all low density ownership housing is used as the estimated percentage of affordability in low density ownership. (See Attachment 4, Step 4)

Figure 11: Value of Dwellings by Ownership Housing Type, Guelph CMA¹⁶ (2006)

Value of Dwellings	Low Density		Medium Den	sity	High Density	,
Value of Dwellings				T = . = =		
	No. of	% of	No. of	% of	No. of	% of
	Households	Households	Households	Households	Households	Households
Under \$199,999	3620	15%	1925	40%	1185	61%
\$200,000 to \$249,999	6655	27%	1415	30%	385	20%
\$250,000 or more	13940	58%	1460	30%	365	19%
Total	24215	100%	4800	100%	1935	100%

Source: Statistics Canada Custom Tabulation (2006)

b) Medium Density

The same analysis was carried out for medium density. As shown above in Figure 11, in 2006, there were a total of 4,800 ownership households living in medium density housing. Approximately 40% (1,925 households) of all medium density dwellings fell within the 2006 affordable benchmark price of \$205,500.

As a result, 40% of all medium density ownership housing will be used as the estimated percentage of affordability in medium density ownership. (See Attachment 4, Step 4)

c) High Density

As shown in Figure 11, there are a total of 1,935 ownership households living in high density ownership dwellings. Approximately 61% (1,185 households) of all high density dwellings fell within the 2006 affordable benchmark price of \$205,500.

As a result, 61% of all high density ownership housing will be used as the estimated percentage of affordability in high density ownership. (See Attachment 4, Step 4)

 $^{^{15}}$ Value of Dwelling by Structural Type of Dwelling, Cat. No. 97-554-X2006043 http://www12.statcan.gc.ca/english/census06/data/topics/RetrieveProductTable.cfm?Temporal=2006 &PID=93626&GID=773688&METH=1&APATH=7&PTYPE=88971%2C97154&THEME=0&AID=&FREE=0 &FOCUS=&VID=0&GC=99&GK=NA&RL=0&TPL=RETR&SUB=0&d1=0 \\

¹⁶ Guelph CMA refers to the City of Guelph and the Township of Guelph/Eramosa. Guelph CMA was the only available data at the time of the research.

d) Projected Affordable Ownership Dwellings (Attachment 4, Step 7)

Based on the above percentages, the following Figure 12 illustrates how these percentages are applied to the projected total number of ownership housing types projected to 2031 to determine the target for affordable ownership units over the 25 years as well as on an average annual basis. For example, on an annual average basis, a target of approximate 46 affordable low density, 113 affordable medium density and 123 high density dwellings are required per year. Therefore, a total annual average of 282 affordable ownership dwellings is required.

Figure 12: Projected Ownership Affordable Housing to 2031

	Low Density	Medium Density	High Density	Total Affordable Ownership
	Single/Semi Detached	Townhouses	Apartment	
Projected total no. of ownership units	7,742	7,040	5,049	19,831
Projected % of Affordable Owned	15%	40%	61%	
# of Affordable	(15% *	(40% *	(61% *	
Units (25 yr	7,742)	7,040)	5,049)	(1,161+2,816+3,080)
average)	=1,161	=2,816	=3,080	=7,057
# of Affordable				
Units (annual	(1,161/25)	(2,816/25)	(3,080/25)	(46+113+123)
average)	=46 units	=113 units	=123 units	=282 units

Source: City of Guelph (2009)

5.2.3.2 Projected Affordable Rental Housing by Housing Type(Attachment 4 b, Step 2)

The Canadian Mortgage Housing Corporation (CMHC) data for 2008 has been used to determine the affordable rental targets by housing type. Therefore, In order to ensure consistency with the 2008 CMHC rental data set, the 2008 affordable rental benchmark price was also used.

Based on 2008 CMHC rental data, there were no low density housing below the affordable benchmark rent; 6% of medium density housing, and 45% of high density housing were below the 2008 affordability benchmark price of (\$833). The following illustrates the methodology to determine the affordability percentage in each rental housing type.

a) Low Density Rental Affordable Target - 0%

As indicated above, CMHC does not have rental data for low density dwellings. According to the Canadian Real Estate Association¹⁷ and various local rental real

1

^{17 &}lt;u>www.mls.ca</u> –City of Guelph Rental

estate listings, there are no single/semi detached rental dwellings available at the affordable benchmark price of \$833. Even with senior government subsidy, it is difficult to construct a single or semi-detached dwelling to rent at \$833 monthly.

As a result, it is assumed that it is unrealistic to plan for a target for low density dwellings within the affordability benchmark price of \$833. Therefore, no target is proposed under low density rental. (See Attachment 4, Step 4)

b) Medium Density Rental Affordable Target - 16%

Based on CMHC's data, in 2008, there were a total of 904 rental households in medium density housing (townhouses). Approximately 16% (145 households) of all medium density dwellings fell within the affordable benchmark of \$833.

As a result, 16% of all medium density rental units is used as the estimated percentage of affordability in medium density rental. (See Attachment 4, Step 4)

c) High Density Rental Affordable Target - 45%

The same analysis was carried out for high density. In 2008, there were a total of 6,365 rental households in high density housing, and 45% (2,842 rental households) paid rent at \$833 or less. The affordable units were predominantly bachelor and one bedroom units. (See Attachment 3, 8.5.6 Average Rental Price by Bedroom Type (2008).

As a result, 45% of all high density rental units is used as the estimated percentage of affordability in high density rental. (See Attachment 4, Step 4)

Based upon the total projected number of high density dwelling units to 2031 of 4,851 units, 45% of high density units over the 25 year time frame translate to an average annual requirement of 87 high density affordable rental units.

The target for high density affordable rental units is aggressive to what has been built in the past. Between 2003 and 2006, 77 units were completed with senior government funding, for an annual average of approximately 25 units per year. However, it is anticipated that the high density affordable rental housing target of 87 units per year would be achievable if the following conditions apply:

- Senior government and the Service Manager continue to support and fund the construction of high density affordable units; and
- More high density rental development is encouraged and occurs within the City.
- d) Projected Affordable Rental Housing By Type (Attachment 4, Step 7)

Based on the above calculations, the following Figure 13 shows the break down of affordability in each rental housing type for a total annual average of 98 affordable rental dwellings.

Figure 13: Projected Rental Affordable Housing to 2031

	Low density	Medium Density	High Density	
	Single/Semi Detached	Townhouses	Apartment	Total
Projected total no. of rental units	158	1,760	4,851	6,769
% Affordable Rented	0%	16%	45%	
# of Units (25 yr average)	0	(16% * 1,760) = 282	(45% * 4,851) = 2,183	(282+2,183) = 2,465
# of Units (annual average)	0	(282 /25 years) = 11 units	(2,183 /25 years) = 87 units	(11+87 years) = 98 units

Source: City of Guelph (2009)

5.2.4 Projected City-wide Affordable Housing Target

Figure 14 below shows that for the 25 year period (2006-2031) there will be a need for an additional 282 affordable ownership housing and 98 affordable rental units for a total of 380 units annually. Therefore, over the 25 year period, 9,522 units (380 units x 25 years = \sim 9,522 units) of the 26,600 new households will be targeted for affordability. This represents an overall total of 36% of all newly constructed residential ownership and rental units that would be affordable to low and moderate income households as defined by the Growth Plan and the 2005 Provincial Policy Statement.

Figure 14: Annual Average Affordable Housing Targets by Housing Type and Tenure

	Low	Medium	High	
	Density	Density	Density	Total
Calculated Affordable Units Per Year				
Ownership	46	113	123	282
Rental		11	87	98
Average Annual Affordable Units				380
% Affordable Units of Total Growth (per annum)				36%

Source: City of Guelph (2009)

5.2.5 Number of Households within the Affordable Household Price Range

Having established the affordable housing target for the City, it is important to test the target against the number of households in both home ownership and rental housing which fall under the affordable benchmark. Due to the lack of data for 2008, 2006 Census data has been used for this analysis for both the equivalent affordable benchmark income and house prices. 18

As shown in Figure 15, 41% of all ownership households in 2006 were earning below the 2006 affordable ownership household income of \$69,500. In comparison, 43% of all rental households were earning below the 2006 affordable rental household income of \$32,800 or less.

Overall, in 2006, approximately 41% 19 of all households in Guelph were under the 2006 affordable ownership and rental benchmark. This percentage can be used to test the appropriateness of the recommended target.

The recommended 36 % target has been compared against the 2006 data for the number of households below the 2006 affordable household income within the Guelph CMA.²⁰

Therefore, assuming this percentage remains similar in 2008, an affordable housing target for new development of 36% combined with the target for 90 accessory apartments per year, as discussed below, would be a reasonable target to meet the projected households under the affordable benchmark.

Figure 15: Number of Households by Tenure under the Affordable Benchmark²¹ (2006)

(2000)				
Ownership Households				
Average				
Annual				
Household	No. of	% of		
Income Households		Households		
Under				
\$10,000	580	2%		
\$10,000 -				
\$19,999	1125	3%		
\$20,000 -				
\$29,999	1635	5%		
\$30,000 -				
\$39,999	2185	6%		

Rental Households			
Average			
Annual			
Household	No. of	% of	
Income	Households	Households	
Under			
\$5,000	490	3%	
\$5,000 -			
\$9,999	705	5%	
\$10,000 -			
\$14,999	1185	8%	
\$15,000 -			
\$19,999	1425	10%	

¹⁸ While there are no appropriate Census data to determine the number of households in 2008, the 2006 census data was used. In addition, in order to be consistence with the data set, the 2006 affordable benchmark price was also used.

31

 $^{^{19}}$ 34,515 (ownership households) + 14,015 (rental households) / \sim 48530 (total households) = 41% (20,065 total households below the 2006 affordable ownership/ rental benchmark price) in 2006. ²⁰ The Guelph CMA included Guelph/Eramosa Township

²¹ Figure 9 was generated based on available data from Statistics Canada's Guelph CMA which includes the City of Guelph and the Township of Guelph / Eramosa.

\$40,000 -			
\$49,999	2585	7%	
\$50,000 -			
\$59,999	2750	8%	
\$60,000 -			
\$69,000	3230	9%	
Sub-total	14090	41%	
\$70,000			
and over	20435	59%	
Total	34515	100%	

\$20,000 -			
\$24,999	1175	8%	
\$25,000 -			
\$29,999	995	7%	
Sub-total	5975	43%	
\$30,000			
and over	8075	57%	
Total	14015	100%	
lation Household Incomo ²²			

Source: Statistics Canada 2006 Census Custom Tabulation Household Income²²

5.3 ACCESSORY APARTMENTS

Accessory Apartments within single and semi-detached dwellings make an important contribution to affordable housing. As shown in Figure 16 - the City's Building Permit records, from 2005-2008 there were an average of 93 accessory apartment permits issued annually.

Figure 16: Number of Accessory Apartment Permits Issued (2005 - 2008)

	2005	2006	2007	2008	4 Year Average (2005-2008)
Number of Accessory	104	88	92	89	93 permits
Apartment permits	permits	permits	permits	permits	35 pormies

Source: City of Guelph's Building Permit Records (2009)

Based on the historical annual supply, and the importance of accessory apartments as part of the affordable housing stock, a target of 90 units per year is a reasonable target. This target is proposed separately from the overall affordable housing target since these units are accommodated in both existing and new housing.

Based on this historical annual supply, and the importance of accessory apartments as part of the affordable housing stock, a target of 90 units per year is recommended.

5.4 EXISTING OFFICIAL PLAN HOUSING POLICY vs RECOMMENDED AFFORDABLE HOUSING TARGET

The following discusses the distinction between the policies in the existing Official Plan and the affordable housing target recommended above. The City's current affordable housing policies encourages affordable housing in plans of subdivision that are designed for moderate and lower income households and in large

²²http://www12.statcan.gc.ca/english/census06/data/topics/RetrieveProductTable.cfm?Temporal=2006&PID=96272 &GID=838011&METH=1&APATH=7&PTYPE=88971%2C97154&THEME=0&AID=&FREE=0&FOCUS=&VID=0&GC=99&GK=NA&RL=0&TPL=RETR&SUB=0&d1=4

subdivisions. The policy does not mention applicability on a City wide basis. The provisions are cited below:

"Encouraging the provision of **affordable housing** in plans of subdivision that are designed for moderate and lower income households, and, more particularly, **for large subdivisions requiring** this housing form to be **provided to a minimum 25%** of the total potential units." (Section 7.2.2.2 c)

Secondly, the numerical figure of 25% was a historical provision, first mentioned in the 1989 Provincial Housing Policy Statement, which encouraged all municipalities to create a minimum of <u>25%</u> affordable units through development. During the formulation of the 1996 Provincial Policy Statement, this numerical requirement was removed. However, several municipalities, including the City of Guelph, retained a policy to encourage 25% of new large subdivisions to provide for affordable housing.

However, the 2005 Provincial Policy Statement requires municipalities to establish and implement minimum housing targets that will be affordable to low and medium income families. Therefore, the determination of a target will be unique to each municipality and the recommended affordable housing target of 36% cannot be objectively compared to the 25% target encouraged by the 1989 Provincial Housing Policy Statement.

5.5 OTHER MUNICIPAL AFFORDABLE HOUSING TARGETS

As discussed previously, there is no standard methodology or guideline developed by the Province to guide municipalities on how to determine affordable housing targets. As a result, the affordable housing targets and methodology for each municipality varies across Ontario. As shown in Figure 17, the affordable housing targets range from 10% to 58%. It should be noted that most of the affordable targets identified on Figure 17 are draft targets yet to be approved. Only Halton, Peterborough and Waterloo have approved targets identified in their Housing Strategies and/or Official Plan.

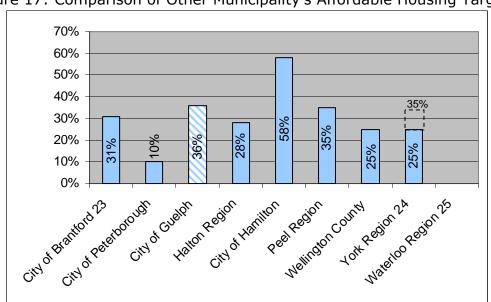


Figure 17: Comparison of Other Municipality's Affordable Housing Targets

Source: Various housing reports and interviews with planners at various municipalities

Since the methodology and assumptions vary with each municipality, it is difficult to compare affordable housing targets. However, the City of Guelph's proposed 36% affordable housing target is comparable to other municipalities. As Figure 17 above indicates, the City of Brantford and the Region of Peel have identified targets in the 31 to 35 % range. The City of Hamilton has recommended an aggressive target of 58% (yet to be finalized) in their draft affordable housing report. The Region of York has identified and overall target of 25 % with a 35 % target within the Regional Centres and Regional Corridors. The recommended target for the City of Guelph is not inconsistent with other municipalities in the Greater GTA.

Affordable housing targets for Kitchener/Waterloo and Cambridge are addressed by the Region of Waterloo. Waterloo Region does not have a percentage target but instead has proposed a numerical target of 500 units over the next 5 years²⁶ e.g., approximately100 units per year.

Most municipalities have established their targets on the basis of a percentage of new development. However, a percentage approach is often difficult to interpret. Therefore, the City's target has included both the percentage of new development as well as a numerical target for ownership and rental under each housing type. This approach is based on the Growth Plan requirement to address affordable housing in terms of home ownership and rental, as well as the City's Growth Management Strategy, which projected housing types²⁷. This approach is similar to that applied by the Region of Halton and provides for a methodology that can be replicated and monitored more effectively.

²³ The City of Brantford's draft Official Plan policy refers to an affordable housing target of 180 units per year. Based on their 2003 Affordable Housing Strategy Report, where 584 new units are projected per year, this represents 31 %. City of Brantford's housing target is 31% in its draft official plan which refers to an annual housing target of 180 affordable unit with an annual average of new 584 units (2003 Affordable Housing Strategy Report).

²⁴ York Region's overall target is 25%, however a target of 35% is applied to the Regional Centres and Regional Corridors.

²⁵ The Region of Waterloo has not proposed a housing target on a percentage basis. Rather, Waterloo Region based its target on the available funding from all three levels of government. The Region has committed to create a total of 500 units (400 units of affordable housing and 100 units of assisted housing) over 5 years e.g. ~100 units per year.

²⁶ Region of Waterloo's 2008 -2013 Affordable Housing Strategy http://www.region.waterloo.on.ca/web/region.nsf/97dfc347666efede85256e590071a3d4/79A9C4C2E7 D0540B8525724B00715633/\$file/new%20AHS.pdf?openelement

The Region of Waterloo has not proposed a housing target on a percentage basis. Rather, Waterloo Region based its target on the available funding from all three levels of government. The Region has committed to create a total of 500 units (400 units of affordable housing and 100 units of assisted housing) over 5 years e.g. ~100 units per year.

²⁷ City of Guelph's Growth Management projected housing type is 30 % low density, 33 % medium density and 37 % high density to 2031.

The City of Guelph's affordable housing target is based on the City's unique housing circumstance and the methodology outlined in Attachment 4 of this Discussion Paper.

In addition, through the Growth Management Strategy the overall distribution of housing in the City will change to provide a more equal distribution of housing types. As a result, the City will have a significant increase of medium and high density developments in the future. Since traditionally, affordable developments are found in medium and high density housing forms, it is assumed as the City continues to move towards higher density development, the opportunity for affordability in these housing forms will also increase.

6.0 IMPLEMENTATION TOOLS

The purpose of this section of the report is to provide City Council with a preview of the existing tools planning staff consider as appropriate to stimulate the production of affordable housing. Expanding on the City's 2002 Affordable Housing Action Plan and interviews with other municipalities for their affordable housing efforts, planning staff has provided a summary of action and new recommendations and tools for Council's consideration in consultation with the public and community stakeholders.

Recommendations

These implementation tools are provided for review and input through the public engagement process.

6.1 PLANNING TOOLS

- Include the City-wide affordable housing target for affordable ownership and affordable rental housing under low, medium and high densities as part of Official Plan policy.
- 11. Establish policy in the Official Plan to require the demonstration of how the affordable housing target will be met by the project.
- 12. Set maximum unit sizes for affordable housing units in the zoning by-law to reduce the overall construction cost and therefore increase affordability.
- 13. Within certain areas of the City allow a development permit system with incentives for affordable housing.

- 14. Revisit the recommendation of the Housing First Policy from the 1990 Municipal Housing Statement to allow any surplus City-owned lands to be offered to non-profit housing groups for rental housing construction.
- 15. Review the list of development standards such as (parking requirements and setbacks) to possibly reduce barriers to affordable housing construction.
- 16. To protect the existing rental stock, review and strengthen the existing policies for Demolition Permits and rental conversions.
- 17. Explore the feasibility of a density bonusing system that provides developers with additional density in exchange for providing affordable housing. For example, provide additional area provided an area equivalent to the equivalent to the increase is allocated to affordable housing.
- 18. Update and monitor the affordable housing target by housing type annually.

6.2 FINANCIAL TOOLS

- 6. Establish an annual contribution to maintain the Affordable Housing Reserve fund to support additional affordable housing construction.
- 7. To effectively manage the Affordable Housing Reserve Fund, the City will establish formal review criteria, eligibility and application process for the consideration of affordable and social housing projects for small scale non-profit projects.
- 8. Investigate if Tax Incremental Financing (TIF) is an appropriate tool to encourage the creation of affordable housing.
- 9. Continue to apply a lower tax rate for affordable multi-residential rental housing at the residential/farm rate.
- 10.To revisit the feasibility of the "Add a unit Program" which is a program where the municipality provides an up-front grant to renovate an existing upper storey or basement for affordable housing on the condition that the unit(s) are maintained as affordable housing over a fixed period of time.

6.3 COMMUN ICATION TOOLS

5. Make a strong effort to promote any affordable housing programs provided by all levels of government to the public to encourage implementation, e.g.,

encourage Request for Proposals when senior government funding comes available.

- 6. Undertake social marketing to educate and communicate to the public on the benefits of affordable housing with a view to minimize NIMBYism.
- 7. Continue dialogue with the Service Manager and the federal and provincial government for more tools to require applicants to provide a portion of their development for affordable housing.
- 8. To encourage opportunities for working with the University of Guelph and Conestoga College to establish special programs that combines affordable housing and education for students in need.

7.0 NEXT STEPS

The Discussion Paper will be provided to the public through the City's web site, and circulated to local stakeholders (i.e., Wellington Guelph Housing Committee, the County of Wellington, housing providers, businesses, the builders and development associations, the Province and applicable City departments for review and comment.

A minimum of two open houses will be scheduled and meetings with key stakeholders will be conducted through the month of November 2009 in order to receive feed back on the Discussion Paper and the recommended targets and tools.

Following public consultation, the Discussion Paper may be refined and the affordable housing targets and policies will be developed and incorporated into the draft Official Plan Update. The draft Official Plan Update will be subject to additional public meetings and stakeholder input including a statutory public meeting before finalized for consideration by Council.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE October 19, 2009

SUBJECT Deerpath Park Skateboard Area

REPORT NUMBER 09-80

RECOMMENDATION

THAT the Community Design and Development Services Report 09-80 dated October 19, 2009 pertaining to the Deerpath Park Skateboard Area be received;

AND THAT the Deerpath Park Skateboard Area be relocated to an appropriate location in the City outside Deerpath Park;

AND THAT staff be directed to proceed with a study on the relocation of the Deerpath Park Skateboard Area including a review of locations, site treatments, costs and timing;

AND THAT Council approve the establishment of a working group of stakeholders and residents to assist staff with the Deerpath Park Skateboard Area relocation study;

AND THAT the Deerpath Park Skateboard Area remain in its current location until the facility is relocated, and that a multi-department staff team continue to monitor park activities and work with the neighbourhood to mitigate issues.

BACKGROUND

At the June 15, 2009 CDES meeting, the following resolution was adopted:

"That staff be directed to report back to Committee with recommendations to resolve the issues at the Deerpath Skateboard Park."

The Deerpath Skateboard Area was constructed after several public consultation processes. In 2000 a City survey asked area residents to rate the need for possible park facilities and a skateboard area was in the top twelve. Two public meetings were held, and the resulting 2001 Council-approved park master plan included a 34m x 29m skateboard area located at the north end of the Paisley water reservoir

in Deerpath Park. Out of 1000 residents consulted, two voiced opposition to the skateboard area.

In 2003, a subsequent staff skateboard park study determined the facility type and budget for the Deerpath Skateboard Area. The work included a best practice review and focus group of area residents, Guelph Police Services and skateboard area users. A concurrent engineering review of the Paisley water reservoir concluded that the Deerpath Skateboard Area location was not structurally feasible, so staff presented alternate locations at two public meetings. A location at the reservoir's south end was advantageous due to cost savings (existing surface), no displacement of other park facilities, quicker access for emergency vehicles and the best visibility from the street for crime prevention compared to other possible locations in the park. Again there was little public concern expressed about this location and a 2004 update report to council included a revised Deerpath Park master plan showing the relocated skateboard area (Schedule 1).

In 2007 staff presented a draft skateboard area design at a public information session, and there was generally positive feedback. A Waterworks reservoir upgrade project was implemented including a new concrete surface, and the skateboard units were installed in late summer 2008.

REPORT

Existing Issues

There have been a variety of complaints from residents abutting the park since the skateboard area was installed: mainly after-hours noise and inappropriate behaviour, but also facility operating noise. Reports from residents, by-law enforcement officers and police include: graffiti, mischief, fires, noise complaints, assaults, illegal drug and alcohol use, and fear of park use due to these activities.

Actions Taken

Staff have investigated and/or tried several options to reduce the various impacts on adjacent home owners including:

- Established a multi-department team (CDDS, Operations, Police, Community Services) to investigate issues and find solutions
- Verified that the units were correctly installed
- Created a communications program aimed at skateboard area users (obey the posted rules, no excessive noise, respect the neighbourhood), and for neighbourhood residents (information on communications program, skateboard area rules, contact for incident reporting)
- Investigated noise-attenuating barriers such as berms and noise walls
- Investigated visual barriers such as vegetation
- Investigated best practice on fencing and locking skateparks after hours
- Increased By-law Enforcement and Police patrol frequency
- Guelph Police Services launched a Problem Oriented Policing project and conducted a Crime Prevention Through Environmental Design audit for the park (Schedule 2)
- Retained a consultant to conduct a noise impact assessment (Schedule 3)
- Held a public meeting to listen to resident and skateboard area user concerns

- (Meeting minutes Schedule 4)
- Launched the process to create a Consolidated Park By-law that could limit park hours of use

The noise impact assessment was carried out by RWDI Consulting Engineers and Scientists in April 2009 (Schedule 3). The results indicate that the skateboard area noise is intermittent due to use patterns, but that the normal use of the units as intended can exceed the applicable Ministry of Environment noise guideline limit at the rear fences of dwellings located nearest to the skateboard area. The proximity and height of the skateboard area relative to the homes are contributing factors. The study further recommends a separation distance of 300m from skateboard areas without any noise mitigation to the closest noise sensitive receptor.

Future Action

The skateboard units were selected because they are among the most sound-attenuating available for a public outdoor skateboard area, and the unit layout was also designed with sound attenuation in mind. Staff interviewed facility managers of skateboard areas in similar proximity to homes prior to final site selection. However, results of current staff work, CEPTED report, and noise report all indicate that due to the unique challenges of this site, there is likely little more that can be done to mitigate the noise impacts of the skateboard area if it remains in this location. There is insufficient space for berming, and noise walls or other barriers may block sightlines to the area and cause further safety and crime issues. Even if transparent, staff believe walls would be likely targets of graffiti which could render them opaque. Although staff can add trees between the homes and the reservoir, these will only serve as a visual screen, not an effective noise barrier.

Conclusion

Mainly due to the skateboard unit operating noise level, staff recommend that the units be relocated to another site with greater opportunities for noise mitigation from sensitive receptors through location, distance, berming or other features. The skateboard units are modular and not permanently mounted to the surface so they can be moved off site without major damage to the units or the park. Staff do not recommend placing the units in storage. As this is currently the only free outdoor skateboard area in the City and has been quite well received, taking the facility out of use even temporarily would likely produce user frustration. Also based on previous staff experience, users may try to access the stored units possibly causing property damage or personal injury.

According to City records, there were complaints about park activities before the skateboard area was installed, including graffiti, broken bottles, excavation for ramp building and other vandalism. The park play equipment alone has sustained over \$8000 in vandalism damage. Therefore staff advise that when the skateboard units are removed, it is possible that the park will continue to be a youth gathering place and experience problems. The park should continue to receive close monitoring by By-Law enforcement and police. Staff will continue to pursue other measures such as a Park By-Law to control after-hours use.

Also, when the skateboard units are removed it may be necessary that the former skateboard area receive a surface coating and/or alternate design treatment,

because the smooth concrete surface may attract skateboarding, biking, and ramp building with possible noise impacts. Depending on the location chosen, staff advise that the new site may require grading, paving, drainage, landscaping and other preparation for the installation of the skateboard units. The relocation study would address these issues, and include: a best practice review; public consultation; site recommendation(s); costs and timing. A small working group of interested stakeholders and residents is also recommended to provide input to staff on the relocation study and liaison with the community regarding Deerpath Park.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

Preliminary cost estimate (all items approximate):

Removal of units from Deerpath Park: \$25,000

Relocation of units to new site: \$150,000 - assuming new concrete pad with

minimal additional work; to be determined by staff study.

Treatments to former skateboard area site: \$ 25,000 - to be determined by staff

study

Total: \$200,000

Possible sources: Tax Supported Capital Budget, grants

Note that Capital Budget funds for this work are not currently identified in the

capital budget, due to funding restrictions.

ATTACHMENTS

Schedule 1: 2004 Revised Deerpath Park Master Plan

Schedule 2: CEPTED Audit

Schedule 3: Noise Impact Assessment Schedule 4: Minutes of Public Meeting

Original Signed by:

Recommended By:

Prepared By:

Helen White Parks Planner 519-822-1260 x2298 Helen.white@guelph.ca

Original Signed by:

Recommended By:

Page 4 of 4

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

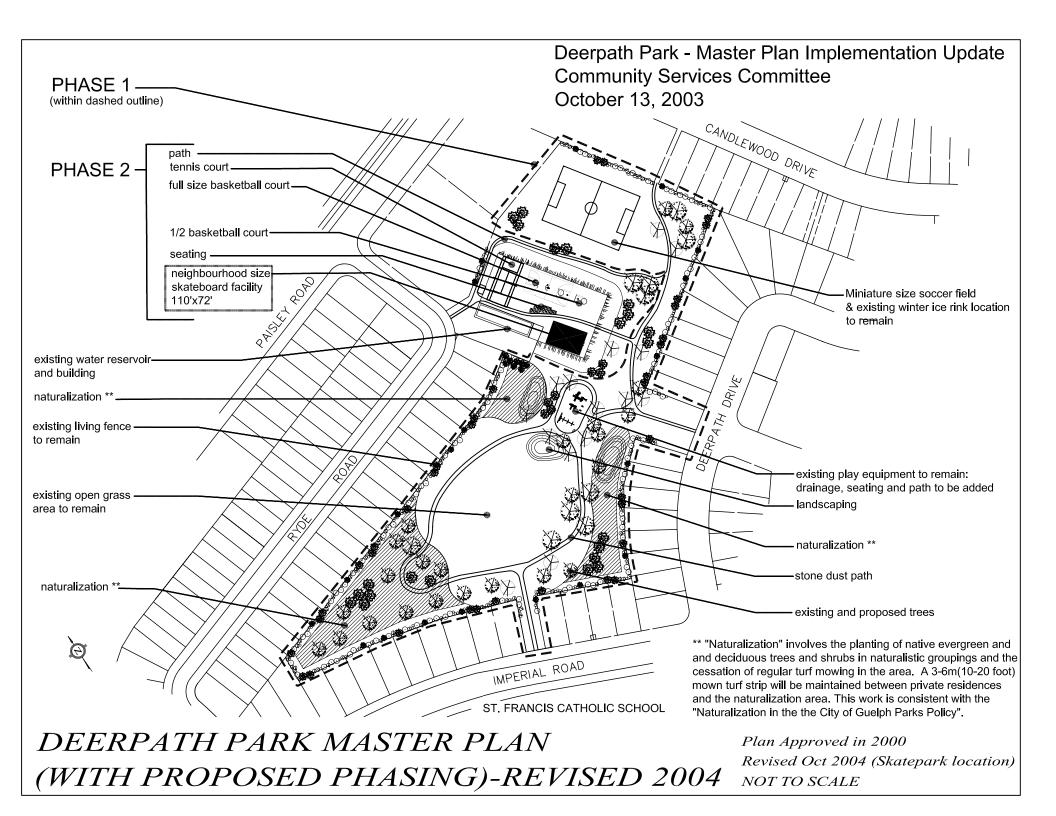
ary Internet Files\OLK2B\(09-80) Deerpath Skateboard Area Committee Report.doc

Original Signed by:

519-822-1260 x 2359 Scott.hannah@quelph.ca

Manager of Dev. and Parks Planning

Scott Hannah





Crime Prevention Through Environmental Design (CPTED)

ORIGINAL AUDIT DATE: May 5, 2009
SITE: Deerpath Park

ADDRESS: 18 Deerpath Drive, Guelph

Purpose of CPTED Audits

The purpose of this review is to identify the major security challenges and opportunities presently facing the site. As such, neither the report nor its recommendations should be considered definitive or exhaustive.

A systems approach has been used throughout the development of this report. In this regard, implementation of the enclosed recommendations should not be fragmented. Many times the incorporation of one phase depends upon the implementation of other security recommendations and failure to utilize the systems approach can breach all elements of the system.

<u>Overview</u>

Crime Prevention Through Environmental Design, or CPTED as its more commonly known, is a proactive crime fighting technique that believes that the proper design and effective use of the built environment can lead to a reduction in the fear and incidence of crime, as well as an improvement in the quality of life.

The CPTED recommendations prepared for your site are not intended to make your facility "burglar-proof", "theft-proof", etc. They will however address a number of safety and security issues by providing ways to improve your property's natural surveillance, natural access control and territoriality. In this regard, a review of your site is presented below.

CPTED Audit Report Form

Location/Area: Deerpath Park, 18 Deerpath Drive, Guelph

Crime Problem:

- Loitering and mischief during fair weather within the skateboard park area;
- Reports from residents and police incidents include: graffiti, mischief, fires, noise complaints, assaults, illegal drug and alcohol use;
- Fear of using the park at night related to the type of activities noted above.

CPTED Assessment:

- Non-violent graffiti was observed on the skateboard ramps. (see photo #1a − 1c);
- Two concrete benches were tipped over on their side.
- Natural surveillance site lines from residents on Ryde Road and Imperial Road are obstructed to the North/West corner of the park by a group of coniferous trees and fences where there have been reports of fires.
- Skateboard park area is at a higher elevation then the residents located on Deerpath Drive. (This is why the noise problems are existing)

- The skateboard park area is closer to the residents on Deerpath Drive that are situated by the park entrance.
- The entrance to the park is very open and not obstructed which provides great natural surveillance.

Design Directive:

- 1. Remove existing graffiti from playground structure.
- 2. Relocate the group of coniferous trees to other locations in the park to open site lines into the North/West corner of the park.
- 3. Use of a sound barrier to reduce the noise of people talking and skateboards going up the ramps and hitting the ground. (the sound barrier would have to be transparent so that there are no obstructed views of the skateboard park and you also run the risk of more graffiti).
- 4. Getting rid of the berm and planting a couple of deciduous trees at the rear of 16 Deerpath Drive to help reduce noise but to also keep the natural surveillance sight lines to the park area from the entrance.
- 5. Request police cruiser and bike patrols at late evening to early morning hours during early spring, summer and late fall.
- 6. Putting up a chain link fence with barbed wire at the top around the skateboard park area and having a controlled access gate which is open at certain hours and locked at certain hours.
- 7. Having a by-law implemented that states the hours the park is open and closed.

Priority:

- Medium all aspects. Relocate the coniferous trees and reduce the noise with the possible options given above. Have a by-law passed so that police are able to act on it.
- Graffiti should be removed immediately and monitored for continuing problems.

General Comments:

After reviewing Deerpath Park and the complaints received by nearby residents it is obvious that actions need to be taken to reduce or eliminate the above mentioned activities. The perpetrators of these types of activities have a fear of being caught and therefore by keeping the natural surveillance as is would only be beneficial to the park. Unfortunately the skateboard area is at a higher elevation then some of the nearby residences which plays a role in the noise level. Therefore, putting some deciduous trees at the rear of 16 Deerpath Drive maybe beneficial. From my experience it is known that parks attract groups of people. Parks are usually used as a hang out spot and as a result criminal activity follows. Having a by-law in place that limits the use of the park would give the police more authority to act on some of the concerned activities which would help reduce the problems. I recommend that there be more signs throughout the park with the intended rules so people are aware of what is and isn't acceptable. The police have already started a "POP" (Problem Oriented Policing) project to help in reducing the concerns well noted above by tracking all calls for service and conducting more frequent police patrols.

PHOTO #1a



PHOTO #1b



PHOTO #1c



CPTED Audit completed by:

Constable Jeff TAYLOR, Guelph City Police



May 22, 2009

Mr. Scott Hannah Development and Parks Planning City of Guelph City Hall, 1 Carden Street Guelph, ON N1H 3A1 RWDI AIR Inc.

650 Woodlawn Road West Guelph, ON Canada N1K 1B8

Email: Scott.Hannah@guelph.ca

A member of the

Re: City of Guelph Deerpath Skateboard Park FINAL - Noise Impact Assessment RWDI Project 0940271A

Dear Mr. Hannah:

RWDI AIR Inc. (RWDI) was retained by the City of Guelph - Development and Parks Planning department to assess noise impacts from Deerpath Drive Skateboard Park (Skate Park) located in Guelph, Ontario. This assessment was completed to determine noise impacts associated with the Skate Park area and provide potential mitigation concepts.

Sources of noise within the Skate Park area include skateboard impact noise from teens jumping their skateboards, wheel noise from rolling up and down the ramps, steel rail noise, and people (general conversations). Based on observations completed by RWDI personnel, the dominant and most frequent noise is generated by teens jumping their boards and wheel noise rolling up and down the ramps. This assessment focuses on noise generated by the Skate Park to nearby residential houses.

Sound Level Measurements

On April 25, 2009, sound level measurements were completed to determine the potential impacts from the dominant Skate Park noise sources (jumping and ramp noise). All measurements were taken at a height of approximately 1.5 m near the worst-case residential houses surrounding the Skate Park in the east and west directions. The measurement locations are shown in the attached Figure 1.

Noise at the Skate Park was found to have an inconsistent frequency of events. The noise typically occurred as a single event or quick succession of events. Significant periods were also observed without Skate Park noise (greater than 30 min). Skate Park noises observed are consistent with what is considered to be an impulsive noise source as described in the Ministry of Environment (MOE) NPC-101 – Technical Definitions document. During peak periods the expected noise would be considered frequent, as described in the MOE NPC-103 - Procedures document.

The approximate impacts of Skate Park noise near the worst-case receptors to the west and east were found to be similar, with sound levels ranging from 60 dBAI to 70 dBAI. All sound level measurements were taken consistent with the requirements outlined in the MOE NPC-103 Procedures document.

Assessment Criteria

In the absence of specific noise guideline limits for recreational areas such as skate parks, the MOE NPC-205 (Urban) guideline limits for controlling noise within residential areas have been used for this assessment. In addition, the City of Guelph Noise Control By-Law was reviewed and considered.

Under MOE NPC-205, the guideline limits for impulsive noise are as follows:

- The higher of 50 dBAI or background noise, during daytime hours (7 am 7 pm)
- The higher of 47 dBAI or background noise, during daytime hours (7 pm 11 pm)
- The higher of 45 dBAI or background noise, during evening/night-time hours (11 pm 7 am)

The background noise is defined as the sound level in the surrounding area, excluding the noise sources considered in the impact assessment. Typically, this is the "urban hum" which is primarily dominated by traffic noise from the surrounding roadways. Noise from short-duration sources such as aircraft fly-overs or train pass-bys are excluded. The background sound levels were not measured in the surrounding area, but are anticipated to be at or below the MOE NPC-205 minimum guideline limits.

The City of Guelph Noise Control By-Law (By-law Number (2000)-16366) was reviewed and assessed for criteria related to Skate Park and/or associated types of noise. As the City of Guelph Noise Control By-law does not have a specific guideline limit for Skate Park noise, this assessment has been completed in comparison to the MOE NPC-205 guideline limits.

Since the Deerpath Skate Park area is primarily used during daytime hours (7 am to 7 pm), the MOE NPC-205 guideline of 50 dBAI has been used for this assessment.

Impact Assessment

Based on the number and types of skateboard noises (primarily jumping and ramps) observed on April 25, 2009, an average impulsive noise was measured to be approximately 65 dBAI at the closest residential houses east and west of the park. The measured noise impacts currently exceed the MOE NPC-205 daytime guideline limit of 50 dBAI.

Mitigation

The use of mitigation may be of some benefit to reduce noise impacts at the nearby houses. Due to the close proximity of the houses, reducing levels to below 50 dBAI will be difficult to achieve and may not be technically feasible. Potential mitigation concepts include noise barriers and trees. The mitigation concepts are briefly discussed below.

• A barrier is a solid structure that intercepts the direct sound path from a source to a receiver. Barriers can be in the form of a human made wall, earth berm (which is simply a large mound of earth), or combination of earth berm and wall structure. In order for the barrier to be effective, the barrier must be high enough to block the line-of-site from the Skate Park to the houses. Since there are houses that

back on the Skate Park in all directions, a continuous wall structure around the perimeter of the skate area would be required. The option of see-through window segments in the barrier is a feature that could be incorporated into the design. However based on recent discussions with the City, graffiti and safety may be a concern. Another idea for a temporary barrier would be stacked hay bales.

• The addition of trees will not provide a noticeable noise reduction. An excessively large number of trees would be required to provide a noticeable improvement, which is likely not technically feasible. However, trees may provide some psychological benefit to the surrounding residences by blocking the line of site to the Skate Park.

Discussion/Conclusion

Skate Park noise impacts was measured at the nearest worst-case residential houses to the west and east. The impact of an average Skate Park impulse (jumping and ramps) was found to be approximately 65 dBAI at both locations, which exceeds the MOE NPC-205 (Urban) guideline of 50 dBAI.

Mitigation concepts include noise barriers and additional trees. The use of noise barriers (with see-through windows) is a possible method, but other issues such as graffiti and security are a concern. Stacked hay bales is another idea that could be used as a temporary barrier. The addition of trees will not provide a noticeable reduction in noise; however, trees may provide some psychological benefit to the surrounding residences by blocking the line of site to the Skate Park.

A minimum separation distance was calculated to meet the MOE NPC-205 guideline of 50 dBAI, which is considered to be the sound level to likely not disturb the majority of the population. For future consideration of skate parks, a minimum separation distance of 300 m from the edge of the skate park to the closest noise sensitive receptor is recommended. This separation distance assumes a clear view of the skate park, with no obstructions from surrounding buildings. It should be noted that even if the skate park noise levels meet the 50 dBAI sound level limit, the noise may still be audible and still have the potential to disturb some residences.

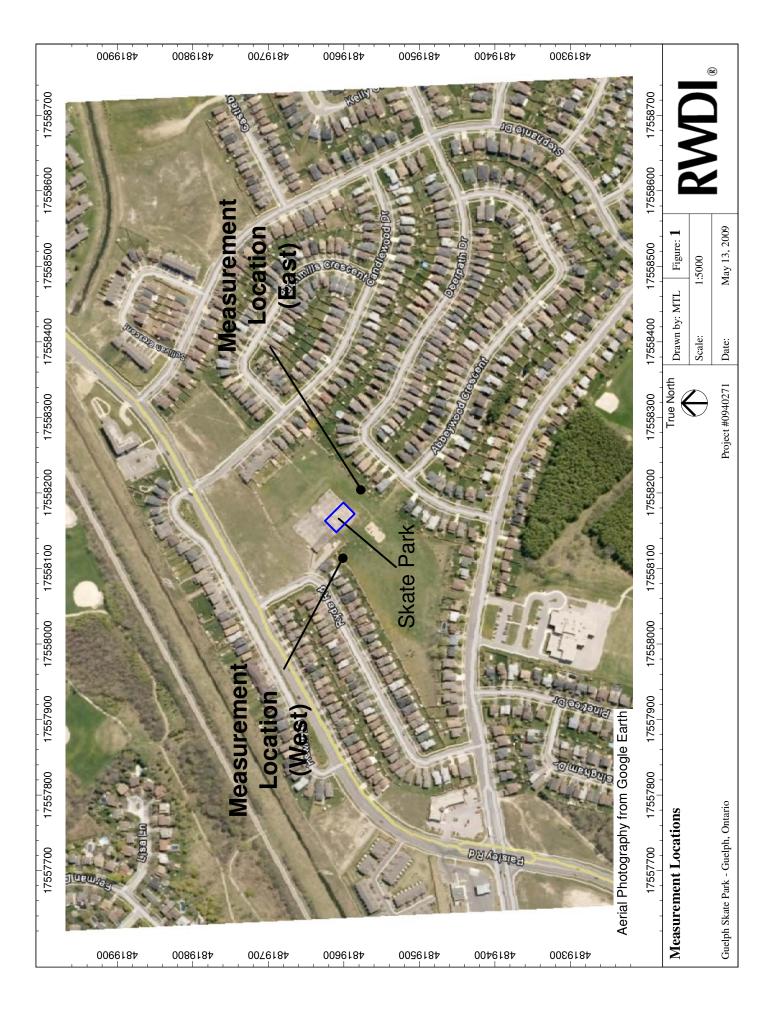
Future parks should be located in areas with higher background sound levels (e.g., near a highway) to minimize the audibility of noise generated at skate parks. In addition, locating skate parks in areas where other recreational noise is expected (e.g. tennis courts, basketball courts, soccer fields, etc.) will likely reduce the frequency of complaints from nearby residences.

We trust this suits your needs at this time. Should you have any questions, please don't hesitate to contact me.

Yours very truly,

RWDI AIR Inc.

Jason Tsang, B.Sc.Eng., P.Eng. Project Manager / Senior Engineer



Schedule 4

Deerpath Skate Park Youth Consultation Meeting May 8th, 2009 West End Community Centre

Agenda

1. Introduction

- Introductions Tyler Young, Scott Hannah & Cindy Richardson
- Purpose of the meeting
- Review agenda

2. Presentation by City Staff

- History of the Park
- Appropriate Use of the Park
- Current issues (staff response)
- Feedback

3. Q and A Session

4. Adjournment

Thank you for coming!

Deerpath Skate park Youth Consultation Meeting Minutes May 8, 2009 West End Community Centre

1. Brief History of the Skatepark - Scott Hannah

- the park has been in development for 9 years
- delays were due to the reservoir needing reinforcement before construction on the skate park could begin
- design of park went through a public involvement process
- cost of equipment \$70,000
- the public were consulted on both location and equipment during the design and development process

2. Rules of the Park (reinforced to youth present by Scott Hannah)

- park operates sunrise to sundown
- park is unsupervised
- CSA skating gear and approved helmets are strongly recommended
- skating is permitted in skatepark only (not on tennis courts, basketball courts etc)
- show respect and responsibility towards the facility (report vandalism as soon as possible, use garbage containers etc.)
- be respectful of neighbours using non-offensive language and keeping noise to a minimum
- Scott indicated new "vandal proof" signage will be installed

3. Advantages of Skate park: (Y = youth comment, all other comments were made by adults in attendance)

- (Y) park is free no admission required
- (Y) can bring your own snacks/water
- (Y) no supervision
- (Y) can use BMX bikes at park (not many opportunities for this in the City)
- (Y) skaters currently no where else to go to skate– complaints about skating downtown
- (Y) the skate park is a place to hangout/socialize with friends
- there is safety due to houses close by
- love park the City did a great job!
- (Y) the park is in my neighbourhood and close by Ward is too far away and too expensive
- (Y) skate park is safer than being on the street
- kids drinking in park after hours are not skaters
- (Y) like location would like to see another location created in Exhibition Park
- (Y) if you move the park kids will skate in parking lots instead
- wonderful that so many kids are in the park engaging in free opportunities to be physically active
- kids were using cement area on top of reservoir as a skatepark before it was developed

4. Skatepark Issues:

- Language problem with profanity close to resident's home's and overheard by families and younger children
- (Y) swearing is everywhere! (not just at skate park)
- no repercussions for not abiding by rules
- this s a teenager's park that is too close to smaller children's park
- police are turning a blind eye! Need to lay charges
- noise in park during use of park (skateboards on pavement)
- illegal activities after hours
- park is on a higher elevation and above residents' fence lines therefore no barrier for sound or visibility
- neighbourhood kids have found marijuana on the ground
- cameras are not monitoring behaviour
- kids come back after police have left therefore need increased police presence or community volunteer patrol
- residents are having to increase their vigilance ("watching over their houses") crime has increased (bikes stolen, property vandalism, car's broken into etc)
- residents call police to complain told not to call "any more" if it's too loud "close our windows"
- noise is occurring after skating is over

5. Participant Feedback/Suggestions:

- (Y) graffiti wall or ground surface is needed to encourage youth art that is not offensive (not in residents "site line") and the have a graffiti contest at skate park
- (Y) if the park were removed it would be a huge waste of taxpayer's money
- fence in skatepark and lock at night (would need to ensure access for emergency vehicles)
- (Y) where will kids go to skateboard if the park is closed?
- (Y) why was it placed in such a poor location close to homes?
- have an emergency phone on site
- (Y) could result in crank phone calls
- move building to back of skatepark closer to Deerpath to the block noise
- create a max. number of skaters rule (but would need to enforce)
- (Y) put park where there are no houses
- police need to monitor after hour activities closer
- re-locate site build near the back of the WECC (suggested a number of times)
- fence in the park and supervise activity
- main issue is safety! Kids should be supervised and use of safety gear enforced (suggested a number of times)
- increase fencing but do not fence in entirely
- keep this park open until another one is built (kids have waited so long for this!)
- Neighbourhood Group could possibly recruit volunteers to supervise
- residents (neighbours) are cleaning up park now and administering first aid
- lock up after hours (city staff) (suggested a number of times)
- kids need to show respect for park and neighbours

- take out equipment over winter from parking lot if located at WECC
- (Y) locate all future parks by a bus route
- (Y) make rails/equipment stronger
- (Y) move to a location where less houses
- have park supervised by youth worker/skater (teacher/mentor)
- plant trees as a noise "buffer" at back of park
- look at other options before removing park
- skaters will still use concrete pad even if park is removed
- have rep from Police Services at next meeting to explain laws/what they are doing etc.
- police "blitz" is required need a stronger presence to repeatedly enforce laws in the park after hours and fine those not in compliance to get the message across (suggested a number of times)
- kids at park just want to have fun would be costly to move/replace the park
- involve schools to educate kids on respect/safety
- need more "lead" time/notice for the next community meeting
- need to have "constructive/planned" activities for youth in the park
- need to address "after hours crowd of youth"
- try to educate these kids about respect and responsibility
- need peer to peer advocacy
- youth are under serviced in Guelph
- call police more often as park has now been designated as a "P.O.P."
- some parents want to see the park work
- need washrooms at location (not "torchable!")
- height of park is major issue (no privacy)
- need focus group to study this issue further and develop solutions

6. Staff Response

- City has put together a staff team to address issues
- parks planning have hired a consultant to conduct a noise level study
- C.E.P.T.E.D. (Crime Prevention Through Environmental Design) review is underway to determine if design is appropriate
- Parks maintenance is committed to increasing maintenance efforts at the park
- By-law enforcement visiting park more regularly
- Police Services stepping up visits to park as well
- removal of the park is one option unless behaviour of users improves
- time line for a new park? 2-3 years away
- residents would be notified with regards to future public involvement opportunities if required



Mayor Karen Farbridge City of Guelph City Hall 1 Carden Street Guelph, ON N1H 3A1 DECEIVED OCT - 1 2009

CITY CLERK'S OFFICE

September 18, 2009

cc. City Council

Dear Mayor Farbridge:

I am writing to you as a frustrated and troubled taxpayer in the City of Guelph. I have been following the news surrounding the Deerpath Skatepark situation and must say that I am appalled.

To think of young people being intimidated, homeowners being harassed and threatened, public drug and alcohol use in a neighbourhood filled with school age children, and disruption of a peaceful family friendly environment, all because of poor planning by our city's leadership really raises my ire. And to add insult to injury, the Deerpath Skatepark is provided at taxpayers' expense. A perfectly decent and well supervised facility already exists with the Ward Skatepark on Victoria Rd. S., and they are also well protected against legal liability. Why am I being forced to fund a public park that has already proven to be a painful offense to the neighbourhood?

The City's response to the expressed concerns of its citizens has thus far, in my opinion, been political, inflexible and unhelpful. With members of our own congregation affected, this matter has become of particular concern.

Please, Madam Mayor and members of City Council, realize that a grievous mistake has been made and close that park before it is too late and before we are all forced to suffer regret.

Sincerely,

Rev. Henry Dekorte

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE October 19, 2009

SUBJECT FERNDALE PARK REDEVELOPMENT MASTER PLAN

REPORT NUMBER 09-74

RECOMMENDATION

THAT the Community Design and Development Services Report 09-74 dated October 19, 2009, pertaining to the proposed Redevelopment Master Plan for Ferndale Park, be received; and

THAT the Master Plan for the redevelopment of the Ferndale Park, as proposed in Appendix 3 of the Community Design and Development Services Report 09-74 dated October 19, 2009, be approved; and

THAT staff be directed to proceed with the implementation of the Ferndale Park Redevelopment Master Plan.

BACKGROUND

Existing Park: Established in 1969, Ferndale Park is an existing Neighbourhood Park with P.2 zoning. The park is located at 31 Ferndale Avenue, north east of Woodlawn Road East and Victoria Road North (Appendix 1).

Ferndale Park is approximately 0.95 hectares (2.35 acres) in size. The park can be accessed from the existing municipal sidewalk along Ferndale Avenue and through a narrow walkway from Woodlawn Road East. The park is surrounded by residential lots on three sides and has full street frontage along Ferndale Avenue.

The existing park elements include a play structure over sand surfacing with a wood curb, front and rear berms and a mix of approximately 61 deciduous and coniferous trees including a hedgerow of Hawthorn trees and self-seeded trees along the fence line. The Hawthorn trees contain long hazardous thorns along stems (Appendix 2).

Existing Issues: Several complaints have been made by area residents regarding the park in the past. The issues that have been identified by the residents, Operations staff and Police are summarized as follows:

- Play equipment vandalism
- Loitering, mischief, noise complaints, assaults, illegal drug and alcohol use
- Fear of using the park with the above mentioned activities going on

- Littering, infrequent garbage pickup
- No signage to make people aware of 'Dogs on leash' and 'Stoop and Scoop' by-law

The play equipment that was installed in December 1993 is now due for replacement in 2009. City Council has approved Ferndale Park Redevelopment project to coincide with the play equipment replacement as part of the Capital Budget in 2009.

REPORT

A Redevelopment Master Plan for Ferndale Park has been prepared by Parks Planning staff in consultation with area residents, Guelph Police Service who prepared a CPTED audit and an Arborist retained by staff to undertake a tree inventory and assessment. The preparation of the master plan has involved several steps including assessing residents' needs; learning about park issues; creating a concept plan and getting public input through mail and online surveys. The Redevelopment Plan is aimed to create an environmental design that will prevent crime and include new facilities which will add recreational value to the park.

Proposed Redevelopment Master Plan: The proposed Redevelopment master plan includes both active and passive recreational components as follows: (Appendix 3)

- Children's play area with separate junior and senior play structures and swings with wood mulch safety surfacing, subsurface drainage and concrete curb
- Mowed grass area for informal play/ mini soccer field
- Half Basketball Court
- Asphalt paved pathways
- New deciduous trees
- Seating area
- Picnic area
- Site Furniture: Benches, Picnic Tables, Trash Receptacles and Bike Rack
- Park Identification Signage

The Master Plan proposal includes the following removals:

- Full removal of the existing front berm located along Ferndale Avenue,
- Full removal of the rear berm located in the middle of the park,
- Removal of 20 trees including 14 trees with low ratings of biological health and /or structural condition, 3 trees (Norway Maple) located on the front berm and 3 Hawthorn trees)
- Removal of 4 self-seeded trees that are growing along the fence-line.

The proposal also includes planting of several new native deciduous shade trees within the park and new play equipment placed closer to Ferndale Avenue making it more visible for increased safety.

The proposed Redevelopment Master Plan has evolved on the basis of the recommendations received through the following processes:

- a) Tree Inventory and Assessment Report prepared by Aboud and Associates Inc
- b) CPTED Audit by Guelph Police Services and
- c) Public Process
- a) Tree Inventory and Assessment Report: The City retained Aboud and Associates Inc. (Consulting Arborists, Ecologists and Landscape Designers) to prepare a Tree Inventory and Assessment Report and a Tree Preservation Plan. A report has been prepared by Aboud and Associates Inc. recommending 14 trees be removed due to low ratings of biological health and /or structural condition. Some of these trees are documented with severe or moderate trunk decay and their immediate removal is recommended. Other trees have received high hazard ratings because of other severe deficiencies (Appendix 4).
- b) CPTED Audit: Crime Prevention through Environmental Design, or CPTED as it is more commonly known, is a proactive crime fighting technique that believes that the proper design and effective use of the built environment can lead to a reduction in the fear and incidence of crime, as well as an improvement in the quality of life (Appendix 5). An assessment of the park has concluded that:
 - Natural surveillance sight lines from residents backing onto the park are blocked because of the amount of aged trees.
 - Playground equipment in the park area is in the far corner and is hidden by a hill. The existing location of the play equipment makes it difficult to see what is going on at ground level whether driving or walking. The sightlines are blocked by the front berm along Ferndale Avenue.
 - There is a hill that generally hides the playground equipment.
 - The entrance off of Woodlawn Road East is very narrow and covered with overhanging trees making it hard to see into the park.
 - Playground equipment can not be seen from Woodlawn Road East.

c) Public Process:

Neighbourhood Questionnaire Survey: In February of 2009 a questionnaire was mailed to the residents in the area to assess the needs of the Neighbourhood. The survey was also advertised in the Guelph Tribune and posted on the City's website (Appendix 6)

The responses received from residents included the following suggestions (Appendix 7):

- Make a safe and functional park by removing the existing Hawthorn trees (large thorns on the branches)
- Relocation of play area closer to the street
- Installation of new play equipment
- open space/ mowed grass for free play
- Seating areas/ picnic area
- Removal of berms to increase sightlines into and out of the park
- Pruning of existing Coniferous trees to create sightlines into the park and through the walkway

Addition of half basketball court, path ways and shade trees

Neighbourhood Survey # 2: On the basis of the above response a conceptual Redevelopment Plan was prepared by Parks Planning staff. In August, 2009 a survey was mailed to 170 households located within 200 meters of the park property to obtain their input on the conceptual master plan. An advertisement was placed in the Guelph Tribune and the survey was posted on the City's website (Appendix 8).

The City received survey feedback from 34 households through mail, fax and online. The overall response from residents for the Conceptual design of the park was positive. The responses also include suggestions for major additional items such as an ice rink, a Ball Diamond, washroom and lighting (Appendix 9).

The master plan has been modified to incorporate some of the changes as suggested by the residents through their comments and according to the CPTED Audit design suggestions. The revised Master Plan includes the following changes:

- Separate play structures have been proposed for junior and senior children.
- The existing front berm along Ferndale Avenue is proposed to be removed completely to eliminate hiding spaces within the park.
- A bench close to the western edge of the park is relocated close to the basketball area.

An outdoor natural ice rink and a Ball Diamond are located at Brant Avenue Park. Given the size of Ferndale Park and its proximity to Brant Avenue Park that is 5 minutes walk away, an ice rink feature and ball diamond are not included in the proposed Master Plan.

The proposal for the park does not include lighting. Residents are encouraged to use the park during the daytime hours only.

Conclusion: Staff concludes that the implementation of the proposed Park Redevelopment Master Plan will create a safer and more functional park that serves the residents of neighbourhood and will act as an integral part of the open space linkage system in the north-east end of the City. It is anticipated that the park construction work will commence in spring of 2010 following approval of the Master Plan by City Council.

CORPORATE STRATEGIC PLAN

- GOAL 2: A healthy and safe community where life can be lived to the fullest
- GOAL 5: A community-focused, responsive and accountable government
- GOAL 6: A leader in conservation and resource protection/enhancement

FINANCIAL IMPLICATIONS

Existing Funding: Provincial Funding is available for the following projects:

• RP0311- Ferndale Park (Capital Budget):

Funds approved in 2009 \$ 150,000

• RP0412- Play Equipment Replacement

Funds approved in 2009 \$ 41,000

DEPARTMENTAL CONSULTATION

Community Services: Neighbourhood Engagement

Finance: Budget Services

Information Services: Corporate Communications Operations: Parklands and Greenways

COMMUNICATIONS

Brant Avenue Neighbourhood Group Aboud and Associates Inc. Guelph Police Services

ATTACHMENTS

Appendix 1 - Location Map

Appendix 2 - Ferndale Park - Existing Layout Plan

Appendix 3 - Proposed Master Plan - Ferndale Park Redevelopment Plan

Appendix 4 - Tree Inventory and Assessment Report

Appendix 5 - CPTED Audit

Appendix 6 – Questionnaire Survey

Appendix 7 – Questionnaire Survey Results

Appendix 8 - Proposed Master Plan Survey

Appendix 9 - Proposed Master Plan Survey Results

Prepared By:Jyoti Pathak

Parks Planner

(519) 837 5616 x 2431 jyoti.pathak@guelph.ca

Original Signed by:

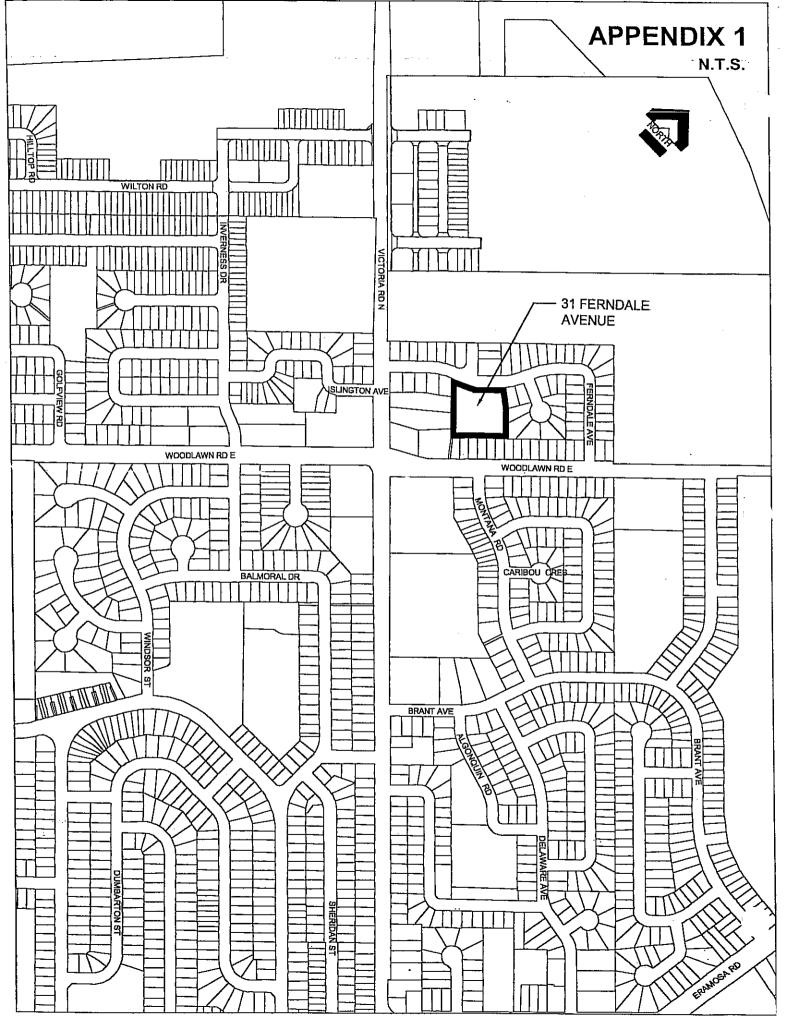
Recommended By:

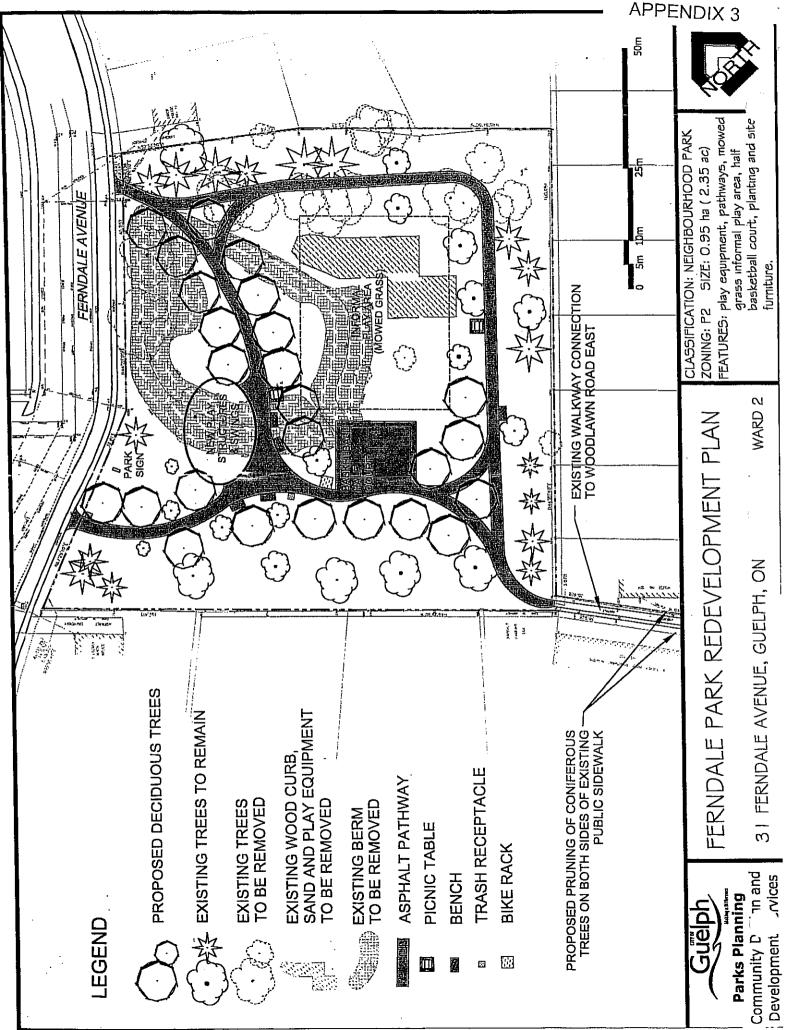
Jim Riddell Director of Community design and Development Services (519) 837-5616 x 2361 jim.riddell@guelph.ca _____

Recommended By: Scott Hannah

Manager of Dev. and Parks Planning

(519) 837-5616 x 2359 scott.hannah@guelph.ca





Ferndale Park Redevelopment First Revision

Tree Inventory and Assessment
City of Guelph

Prepared for: City of Guelph

Project Number: AA09-52A

Date: September 29, 2009







ABOUD & ASSOCIATES INC. Consulting Arborists • Ecologists • Landscape Designers







591 Woolwich Street Guelph . Ontario N1H 3Y5

T: 519.822.6839 F: 519.822.4052 info@abouding.com www.abouding.com September 29, 2009

Our Fil

Our File No.: AA09-52A Delivered by hand

URBAN FORESTRY
POLICIES AND BY-LAWS
ARBORIST REPORTS
TREE PRESERVATION PLANS
TREE INVENTORIES

TREE APPRAISALS

ECOLOGICAL RESTORATION
DESIGN
NATURAL SYSTEMS DESIGN
WOODLANDS
WETLANDS
BUFFERS
HABITAT RESTORATION AND
MONITORING
EDGE MANAGEMENT PLANS
RAVINE STEWARDSHIP PLANS
CONTRACT ADMINISTRATION

ENVIRONMENTAL
IMPACT STUDIES
ECOLOGICAL LAND
CLASSIFICATION
WETLAND ASSESSMENT
VEGETATION ASSESSMENT
BOTANICAL SURVEYS

LANDSCAPE DESIGN
MASTER PLANNING
REVITALIZATION PLANS
RESIDENTIAL SUBDIVISIONS,
COMMERCIAL/INDUSTRIAL
INSTITUTIONAL
STREETSCAPES
PARKS, AND OPEN SPACES
TRAIL SYSTEMS
NATURALIZATION PLANS

EXPERT TESTIMONY AND PEER REVIEW OMB TESTIMONY Ms. Jyoti Pathak, Parks Planner City of Guelph 1 Carden Street Guelph, ON N1H 3A1

Re: Tree Inventory and Assessment (First Revision)
Ferndale Park, City of Guelph

Dear: Ms. Pathak:

We have completed our study of the above referenced project.

The following attached documents are part of this investigation.

- Appendix 1. Tree Inventory and Assessment Methodology (July 2009)
- Appendix 2. Detailed Tree Data
- Appendix 3. Limitations of this Tree Assessment
- Drawing T-1 Tree Inventory and Preservation Plan

Background

The subject site is located in the northeast part of Guelph. The site is an existing park with a play structure, trees and open play areas (grassed areas). The neighbourhood would like to see improvements to the park to make it safer for children's use and less inviting to loiterers. To address these concerns, the City has prepared a Redevelopment Plan that includes an informal play area, a new play structure and swings, half basketball court, tree plantings, improved asphalt trail network and the removal of berms.

Assessment of the types and condition of existing park trees is required as part of the park redevelopment. About and Associates was retained to conduct the tree study.

This revised tree assessment is based on the latest Redevelopment Plan (received September 25, 2009) that was revised based on comments on the Draft Masterplan provided by the community and the CPTED audit of the park (Constable Jeff Taylor, Guelph Police Services, July 30, 2009).

Methodology

The tree inventory and assessment was conducted on July 14, 2009 using a survey prepared by Black Shoemaker Robinson Donaldson Ltd. O.L.S. (dated June 18, 2009). The Ferndale Park Redevelopment Plan prepared by the Parks Planning Department, Community Design and Development Services, City of Guelph (received September 25, 2009) was combined with the survey plan to analyze the impact of the design to existing trees.

All onsite trees were included in the study. All trees that qualified for detailed investigation were assigned a unique number and the following data were collected. Trees of the same species and similar size growing close together were categorized into tree groups.

- species (botanical and common names)
- diameter at breast height DBH (cm)
- crown reserve (est., metres)
- biological health
- structural condition

- tree quality
- hazard potential
- construction impact rating
- trunk decay (extent)
- observations / defects
- maintenance recommendations

Appendix 1 provides a description of assessment methods and definitions of observation codes. Recommendations were assigned of preservation or removal to each tree based on:

- 1) Its current biological health and structural condition, and
- II) The expected impacts of the draft park design (i.e. construction impact).

A final recommendation was made to each tree that takes into account the tree's current biological health and structural condition, and the anticipated impacts of the draft park design. Total numbers of trees in several categories are provided on page 3 of *Appendix 2*.

We provide Appendix 3 – Limitations of this Tree Assessment to clarify what is reasonable and possible in our assessment of trees.

Observations and Recommendations

A total of 61 trees were recorded in the study area. All trees are within the park boundary and are municipally-owned. No offsite trees were included in the assessment. Most of the trees are open grown trees planted throughout the park. There are self-seeded trees located around the south and west limits of the site.

Table A provides a summary of recommended action of studied trees. Specific details of the trees' measurements, biological health, structural condition, etc. are provided in Appendix 2 (revision note: Trees whose preservation recommendation has changed since the first submission have been shaded). The locations, identification numbers, crown reserves (i.e. canopy diameter) and preservation recommendations of trees are shown on *Drawing T-1*.

Recommended Action	Based on Biological Health and/or Structural Condition	Based on Construction Impacts	Based on Biological Health and/or Structural Condition AND Development Impacts			
Preserve	47	45	37			
Remove	14	16	24			
Total	61	61	61			

Trees Recommended for Preservation

A total of 37 trees are recommended for preservation based on their current biological health and structural condition and their compatibility with the Redevelopment Plan.

Tree Protection Fence (TPF) should be installed at the tree's dripline (where feasible) to protect preserved trees that are within 5 metres of construction or staging / stockpile areas. No grading (cut or fill) or excavation for underground services (i.e. natural gas, cable, water / sanitary service) are permitted within the tree protection fence. The detail of the TPF and the Tree Protection Zone sign are shown on *Drawing T-1*.

Arboricultural treatments recommended to occur in conjunction with the reconstruction of the park are:

- 1) Remove deadwood from all preserved park trees.
- 2) In cases where encroachment into the dripline occurs, the following mitigative treatments are recommended:
 - Install TPF at limit of excavation / disturbance prior to commencement of any site redevelopment work.
 - ii) Hand excavate the soil through the encroachment area within the dripline to reduce damage to roots.
 - All exposed roots to be kept moist at all times.
 - Prune roots exposed during excavation with hand tools to promote proper compartmentalization and root regeneration.
 - v) Fertilize the tree's dripline at a rate of 1kg of nitrogen for every 100m² at a macronutrient ratio of 3:1:1.

These are to be performed by a qualified tree service under the direction of a certified arborist.

Trees Recommended for Removal

A total of 24 trees are recommended for removal:

 8 trees are recommended for removal due to low ratings of biological health or structural condition: Tree Numbers 5, 11, 12, 13, 21, 36, 58 and 61;

- 10 trees are recommended for removal due to incompatibility with the Redevelopment Plan and the CPTED safety recommendations: Tree Numbers 14, 22, 23, 32, 33, 37, 38, 39, 40 and 59;
- 6 trees are recommended for removal due to low ratings of biological health and structural condition <u>and</u> incompatibility with the Redevelopment Plan and the CPTED safety recommendations: Tree Numbers 15, 31, 34, 35, 56 and 57.

Conclusion

In summary, 37 of the 61 recorded trees included in the study are recommended for preservation and incorporation into the Redevelopment Plan. The remaining 24 trees are recommended for removal.

The information (including the appendix and drawing), findings and recommendations in this report provide an accurate assessment of the trees on the subject site.

ABOUD & ASSOCIATES INC.

Kevin Butt, B.Sc. (Env.), Eco. Rest. Cert.

ISA Certified Arborist ON-0861A & Terrestrial Ecologist

S:\A+A Projects\2009\09-52A Ferndale Park Tree Inventory\Report\AA0952A Arb Rep R1 2009-09-29.doc

APPENDIX 1. TREE INVENTORY AND ASSESSMENT METHODOLOGY FERNDALE PARK, CITY OF GUELPH

- 1. Tree No: A unique, sequential identification number of each tree. It is used in the tree data tables and displayed on the inventory plan.
- 2. Tree Species: The botanical name of the tree.
- DBH (cm): Diameter at breast height, 1.4 m above ground, measured in centimeters. Two or more numbers denotes the DBH of each stem/trunk of trees with multiple stems/trunks.
- 4. Crown Reserve (metres): Crown diameter (i.e. tree's canopy) measured in 1-metre intervals.
- Biological Health: It is a rating of the tree's vigour and vitality, and presence and extent of disease/disease symptoms.
 - H (High) No diseases/disease symptoms present, and moderate to high vigour.
 - M (Moderate) Presence of minor diseases/disease symptoms, and/or moderate vigour.
 - L (Low) Presence of major diseases/disease symptoms, (i.e., extensive crown dieback), and/or poor vigour.
 - A further rating may be assigned of M(L) = Low side of Moderate, H(M) = Moderate side of High.
- 6. Structural Condition: It is a rating of the trees physical structure (e.g. lean, co-dominant stems, unbalanced crown).
 - H (High) No structural defects, well-developed crown, and straight, well-tapered trunk
 - M (Moderate) Presence of minor structural defects.
 - L (Low) Presence of major structural defects.
 - A further rating may be assigned of M(L) = Low side of Moderate, H(M) = Moderate side of High.

7. Tree Quality (TQ)

Tree quality is a rating system of the relative value of individual trees. It provides information about which trees have the highest quality and should be provided with the highest priority for preservation for existing or proposed land use (e.g., residential, open space). The rating of tree quality is applied to vegetation communities as a rating of the quality of trees in general of the overall vegetation community e.g. hedgerow. Tree quality is also used to rate individual trees within a vegetation community and trees growing separately (e.g. front yard tree) and not part of a larger vegetation community. Use of the tree quality rating system should be done by individuals with substantial knowledge about trees (e.g. growth characteristics) and the values that they provide (e.g. cooling, oxygen production, shading, screening, life expectancy, species' morphology/ characteristics) within human settlement areas (e.g. cities). Criteria used to measure tree quality are species, maturity (based on trunk diameter), biological health, structural condition, and location on the site relative to existing features, e.g. roads, buildings and services. Trees having a high tree quality rating may be part of a larger vegetation community (e.g., hedgerow) that has a poor overall rating of biological health or structural condition. In other words, low quality vegetation communities may contain one or more moderate or high quality trees, which may warrant individual tree preservation.

The following are criteria used in the rating of the quality of an individual tree.

- Species Quality: Generally preferred species are those that are long-lived (> 100 years under preferred / low stress growing conditions), provide preferred shading and screening benefits through natural development of crown and foliage, and typically develop few to no structural problems given modest management.
 - <u>Low Quality Tree Species</u>: Manitoba maple, tree-of-heaven, white mulberry, Russian olive, poplars, willows, Siberian elm, Scots pine.
 - Moderate Quality Tree Species: white ash, silver maple, black walnut, Kentucky coffee-tree, honey locust, basswood, Katsura tree, catalpa, birches, Norway maple, ironwood, crab apple, Austrian pine, white cedar, white spruce
 - <u>High Quality Tree Species</u>: sugar maple, maidenhair tree, American beech, Colorado spruce, most hickories, white elm (DED resistant cultivars), hackberry, most oaks
- Maturity (Based on trunk size- DBH): immature (<15cm); moderately mature (15-30cm); mature (>30 cm).
- Biological Health: low, moderate or high.
- Structural Condition: low, moderate or high.
- Location: Tree location provides benefits (e.g. shading along street boulevard, screening of rear yards, definition of space in parks). Tree location can be poor if it is/will interfere with existing structures and buildings, and services such as power lines.

APPENDIX 1. TREE INVENTORY AND ASSESSMENT METHODOLOGY FERNDALE PARK. CITY OF GUELPH

Low The quality of the tree is poor, having any one or more of the following criteria.

- low quality tree species (e.g., tree-of-heaven, Manitoba maple)
- low biological health
- low structural condition
- small, immature size of < 15cm DBH
- tree is over-mature for the species (e.g., old Lombardy poplar)
- tree is located so that it will damage existing structures or interfere with existing services within 5
 vears
- Improvement of the tree's quality is likely not possible.
- Preservation is not recommended.

Moderate The quality of the tree is moderate or fair, having all of the following criteria.

- moderate to high quality tree species
- moderate biological health
- moderate structural condition
- moderate, immature (15 to 30cm DBH) to mature (> 30cm DBH) size
- tree is located so that it may damage existing structures or interfere with existing services within 5 to 10 years, OR not likely at all to interfere with existing structures or services
- Tree is likely to continue its moderate quality rating for at least 3 to 5 years under existing conditions. Minor treatments of tree's health/structure may be required.
- Preservation is recommended.

High The quality of the tree is high or good having all/most of the following criteria.

- high quality tree species
- moderate to high biological health
- moderate to high structural condition
- mature size of > 30cm DBH
- tree is located so that it is not likely at all to interfere with existing structures or services
- Tree is likely to continue its high quality rating for at least 10 years under existing conditions.
 Minor to no tree care treatments are required.
- Preservation is recommended.

A further refinement of Tree Quality rating may be assigned:

M(L) = Low side of Moderate; H(M) = Moderate side of High

- 8. Construction Impact Rating: A rating to determine the impact from proposed construction activities. Rating levels are Low, Moderate or High. A low construction impact rating would have little to minor impact to a tree the tree would be recommended for preservation based on the proposed development. A high construction impact rating would have severe impact to the tree the tree would be removal based on the proposed development. A moderate construction impact rating would some to considerable impact to a tree the tree may be recommended for preservation or removal depending on the tree's level of biological health and structural condition, species, age, and the expected mitigation results from appropriate arboricultural treatments.
- 9. Hazard Potential (HP): A rating to express the potential of a tree to fail and cause damage and/or personal injury. The hazard potential rating considers three components: i) A tree with the potential to fail (e.g., split trunk), ii) the extent (size) of the defect, and iii) presence of a target (e.g., person or object) that would be injured or damaged if the tree failed. Modified from: A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas, 2nd Ed. 1994, I. S. A.
 - 1 (None) No major or minor components of the tree are expected to fail for at least 3 years.
 - 2 (Low) A minor tree component (i.e. branches or trunk 10 to 30cm diameter) is expected to fail within 3 years, and/or a small tree component (i.e. branches < 10cm diameter are expected to fail at any time.
 - 3 (Moderate) A major tree component is expected to fail within 3 years, AND/OR a minor tree component (i.e. branches or trunk 10 to 30cm diameter) is expected to fail immediately.
 - 4 (High) A major tree component, (i.e., branches or trunk >30cm diameter, is expected to fail at any time.

 Note: See 'Limitations of this Tree Assessment' for explanation of what is implied by the hazard potential rating.
- 10. Trunk Decay: A rating of decay of the trunk/stem. Ratings of Basal Trunk Decay are as follows:
 - 1 No decay, 0% detectable decay; 2 Minor decay, <6% decay; 3 Moderate decay, 6-20% decay;
 - 4 Severe decay, >20%

Methods used to determine trunk decay are: visual, mallet sound test, probe (i.e. of existing cavity), and micro-drilling (drill bit of 1/32" diameter or smaller). Visual and mallet sound test methods are conducted on all trees. Probing (i.e. of existing cavities) and micro-drilling are conducted as needed and not routinely used on all trees.

APPENDIX 1. TREE INVENTORY AND ASSESSMENT METHODOLOGY FERNDALE PARK. CITY OF GUELPH

- 11. Recommendation Based on Health & Structure: A recommendation to Preserve or Remove a tree is assigned based on the biological health and structural condition of the tree under existing conditions.
- 12. Recommendation Based on Construction Impact:, A recommendation to Preserve or Remove a tree is assigned based on the expected effects to the tree from the proposed construction or site plan.
- 13. Final Recommendation: A final recommendation to Preserve or Remove a tree is assigned based on the recommendations of the tree's health and structure under existing conditions AND the expected effects from the proposed construction. Typically a final recommendation to preserve a tree is assigned when a recommendation of preserve has been assigned to both health/structure (Point #11) and construction impact (Point #12). A final recommendation to remove a tree is assigned when a recommendation of remove has been assigned to either or both health/structure (Point #11) and construction impact (Point #12).
- 14. Observations / Defects: Characteristics and defects of each tree are provided.
- 15. Maintenance Recommendations: Recommendations of maintenance requirements specific to each tree are provided as needed. Recommendations that apply generally to all/many trees are provided in the accompanying report, e.g. fertilize.

Codes of Observations/Defects/Comments/Recommendations:

1-SD = 1 sided crown

BC = broken crown

BK = bark

BN = bark necrosis (dead/dying bark)

BS = bark split

BTD = basal trunk decay

BTW = basal trunk wound

BT = bent trunk

CD = crown dieback

CF = identification 'compares favourably' to

CK = canker (abnormal growth, eg fungal disease)

CL = chlorotic (yellow) leaves

CT = crooked trunk

CV = cavity in trunk (unless stated elsewhere)

DED = Dutch elm disease

DF = defoliated

DW = deadwood

ER = exposed roots

ETB = enlarged (swollen) trunk base

FB = fruiting bodies of wood decay fungi

FK#@XM = No. of stems, and ht.(m) above ground

FC = frost cracks

GC = unnatural grade change in root zone

GR = girdling root(s)

HP= hazard potential of tree

IB = included bark (e.g., co-dominant stems)

IU = inspect under soil for wires/strings/etc.

LC = live crown, LC20% - 20% live crown

LN = Lean: L (low, < 5°, minor), M (moderate, 5-15°),

H (severe,>15°)

N, S, E, W indicates direction of lean

LS = light suppressed

MB = multi-branched node of limbs on trunk

ML = multiple leaders

OS = tree located off-site, not on subject property

PC = pollarded crown

PL = poor/no stem leader

PP-I = past pruning - incorrect

PP-C = past pruning - correct

PTH = planted high

PS = proposed site development at/near tree

PTL = planted low

RAC = review action during construction

RB = remove basket/burlap (at least top 1/3)

RC(#) = requires cabling (number of cables)

RM = remove plant

RP = requires pruning and/or thinning

RS = remove string/tag/wire

RU = remove tree to promote understorev tree

RW = retaining wall (existing) in root zone

SB = sucker sprouts at trunk base

SC = sucker sprouts in crown

SF = superior tree form

ST = sucker sprouts on trunk

TC = thin crown (having reduced foliage)

TD = trunk decay

TG = trunk/stem girdling

TK = trunk (lower portion of main stem of tree)

TK(#) = multiple trunks at or below ground

TOB = located at top of bank

TP = transplant potential

TNR = transplanting not recommended

TRS = transplant stress

TS = trunk split

TT = twisted trunk

TW = trunk wound

UC = unbalanced crown

N, S, E, W indicates weighted side of crown

UW = tree under/over power/comm. wires

VC = vine covered

WC = wound compartmentalized

WNC = wound not compartmentalized

WIT = wire in trunk

QUANTIFIED CONDTIONS (defects, diseases)

L (low, minor), M (moderate), H (high, severe)

E.G. CT(H) = severe crooked trunk

TD(L) = minor trunk decay

CARDINAL COORDINATES (N. S. E. W)

e.g., LN(L-S) = minor lean to the south

App 1 Tree Assessment Methodology - Ferndale Park.doc

APPENDIX 2. DETAILED TREE DATA:

Ferndale Park, City of Guelph (REVISION #1 - SEPTEMBER 28, 2009)

Recorded July 17, 2009 (See Appendix 1 for Tree Assessment Codes)

T	orded July 17, 2009	<u> </u>			7	/	/3/		,			_/	
Tree Species Composition Composition													
Ì			/ /		'seath.	Coroll		Chuby.	c Vecino		So Grant	Society.	Observations / Defects - O/D
	ree Species	SH	Eles Sup	Q*/_\$		³ 60/20	Telling.	NO.	de la				Maintenance Recommendations - RECS
	linus sylvestris	28	4	Н	M SN-	м	ر بر د	2	2	P	P	P 1	D/D: CT(L),PP-I(L),PP-C(H), bark chopped with axe? (L) RECS: None
2 5	inus sylvestris	26	5	н	H(M)	м		1	1	P	P		O/D: PP-C(H), bank chopped with axe? (L)
⊋ F	Scots Pine Pinus sylvestris	16	3	н	м	м		1	1	Р	Р	ь	RECS: Prune drooping branches O/D: Fresh wound on TK (M), PP-C(H) RECS: Monitor
√ F	Scots Pine Pinus sylvestris Scots Pine	22	4	M(L)	M(L)	м	L	1	1	Р	Р	Р	O/D: PP-I(M),PP-C(H), galls (M), poor growth form(M), CD(L)
5/	Acer rubrum	В	1	M(L)	ı		L	3	4	R	Р		RECS: Remove deadwood, monitor O/D: Large decayed areas, poor growth form RECS: Remove
6 1	Red Maple Fraxinus nigra	16	4	Н	н	н	L.	1	1	P	Р	_	O/D: Small wound at base RECS: Remove deadwood
7	Black Ash Pinus sylvestris	37	6	H(M)	м	м	L	2	1	Р	Р	B	O/D: Poor growth form, PP-C(H) RECS: Remove deadwood
8	Scots Pine Acer platanoides 'Crimson King' Crimson King' Norway Maple	32	В	н	Н(М)	м	L	1	1	Р	Р	В	O/D: Frost crack (sealed), PP-C(L) RECS: None
	Pinus sylvestris	28	6	м	м	м	L	2	1	P	Р	Р	O/D: PP-C(H)
10	Scots Pine Pinus sylvestris	27	- 6	Н	м	м	L	1	2	Р	þ	Р	RECS: None O/D: Small wound at base RECS: None
11	Scots Pine Fraxinus nigra	14	4	М		L	L	3	4	R	Р	R	O/D: Many trunk wounds, ash flower gall (L) RECS: Remove
12	Black Ash Crataegus spp.	20,22	В	М	L	L	L	3	2	R	P	R	O/D; CD(L), both slems with decayed wounds RECS: Remove
\dashv	Hawthorn spp. Acer platanoides 'Crimson King'	21	5	Н	L	L	Ŀ	4	4	R	P	R	O/D: Large trunk wound RECS: Remove
	'Crimson King' Norway Maple Crataegus spp. Hawthorn spp.	25,20	В	н	M(L)	L	н	2	2	P	R	R	O/D: One of leaders is dead RECS: Remove dead stam & deadwood, prune higher
15.	Crataegus spp. Hawthorn spp.	20,20, 20,18, 22,10, 15	12	H(M)	L	L	н	4	2	R	R	R	O/D: Slems fused, large trunk wound RECS: Remove
16	Acer platanoides	27	6-			M	自動業			SER.	TPP.		O/D:Broken:Branches (L)
	Norway:Maple Acer platanoides 'Crimson King' 'Crimson King' Norway Maple	24	В	Н	M(L)	М	L	1	1	P	P	P	O/D: Frost crack (seeled), 3 basal trunk wounds RECS: Remove lowest branch
1276	Aceriseccharinum	13	1260						E24	A Page		i p	O/D; Smell trunk wound
	Silver Maple Acer platenoides 'Crimson		Para.				reservers Wallstan	53.55 57.56					RECS: Remove lowest branch
19		27	6	H	H(M)				2	P.S	Pit-	P	OID: Small wounds
20	Acer platanoides 'Crimson King'	28	8	Н	Н	Н	L	1	1	P	Р	Р	O/D: None RECS: None
21	'Crimson King' Norway Maple Populus tremuloides	40	6	Н	L	L	L	4	4	R	P	R	O/D: One stem fused with fence
Z 1	Trembling Aspen Populus tremuloides	40	6		- Aug 747 (M		1 27	e proper	E P	L R		RECS: Remove O/D: FK2@0.5m
23	Trembling Aspen Populus tremuloides	40	5		む まつかんおん	-			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	E P	Ra		RECSI None O/D; One stem fused with lencer
124 24	Picea glauca	39	8	₹ (7.44) H	H	H H	L	1	1	P	P	P P	O/D: PP-C(M), ER(L)
25	Picea glauca	38	B	Н Н	Н Н	Н	 	1	1	Р	P	P	RECS: None O/D: PP-C(M)
26	Picea glauce	33	6	н	Н	н		2	+-	Р	P	P	RECS: None O/D: DW(L), PP-C(M) DECS: Parrows desdwood
27	Picea glauca	43	8	Н Н	Н Н	н	1 -	1	1	P	P	₩ -	RECS: Remove deadwood O/D: ER(L), PP-C(M)
21	Picea glauca	33	B	Н.	Н Н	н	L	+	1	P	Р	P	RECS: None O/D: PP-C(M)
a de la	White Spruce				1			# 2555			E SECRET	4 1994	RECS: None O/D: Poor growth form; small trunk wounds.
1; 2!	Pinus sylvesins Scots Pine	48	В	High	M(L)		H	2		P.			RECS; Remove limb with large wound; broken branch and deadwood

APPENDIX 2. DETAILED TREE DATA:

Ferndale Park, City of Guelph (REVISION #1 - SEPTEMBER 28, 2009) Recorded July 17, 2009 (See Appendix 1 for Tree Assessment Codes)

Re	corded July 17, 2009	(566	e App		7 tor	ree /	Assesss			es)	· , · · · · ,		
1	Tree Species Control												
	Tree Species No. Tree Species Control of Control												
Tree	Tree Species	/,	(cm)	1000 J		ura .	Cristin	IN COLUMN	, o	OB PO		1. 10 m	Maintenance Recommendations - RECS
No.		<u>/ 🕉</u>	Con	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	100	- C-6-6	2 vo1	100	~ QE VE	¢. σ	1	
	Acer platanoides Norway Maple	30	8	н	H(M)	М	L	1	1	P	Р	Р	O/D: None RECS: None
	Crataegus spp.	25	В	н	L	L.	L	3			-	R	O/D: Large wounds where trunks meet
	Hawthorn spp. Crataegus spp.								4	.R	R	К	RECS: Remove
	Hawthom spp.	35	8	М	M(L)	L	L.	2	2	P	R	R	O/D: IB(M), branches fused, DW(H) RECS: Prune deadwood
	Crataegus spp. Hawthom spp.	25,15,	В.	Н	M(L)	L	L	2	1.	Р	R	R	O/D: DW(L)
	Crataegus spp.	15							_				RECS: Prune deadwood O/D: IB(H), TT(H)
	Hawlhorn spp.	30	8	Н	L	<u> </u>	L	3	3	R	R	R	RECS: Remove
	Crataegus spp. Hawthorn spp.	20,15	В	н	L	L	н	3	3	R	R	R	O/D: 2 decayed wounds RECS: Remove
36	Crataegus spp.	25,30	В	·H	L	L	Н	4	3	R	Р	R	O/D: 2 large wounds
\vdash	Hawthorn spp.										·		RECS: Remove
37	Crataegus spp. Hawthorn spp.	30,15, 12	10	н	M(L)	L	H	2	2	P	R	R	O/D: IB(L), LN(M-E), DW(L) RECS: Remove leaning stem with wound and deadwood
38	Acer platanoides Norway Maple	30	8	н	H(M)	М	н	2	2	P	R	R	O/D: Small trunk wounds
39	Acer platanoides	45	12	н	н	м	— н	1	_			-	RECS: Remove lowest branch with wounds O/D: ER(M)
-	Norway Maple Acer platanoides	70		17	17	IVI	. n		1	Р	R	R	RECS: None
40	Norway Maple	43	10	Н	Н	М	н	1	1	P	R	R	O/D: None RECS: None
41	Pinus sylvestris Scots Pine	28	6	М	м	L	L	1	1	P	Р	P	O/D: DW(L)
-42	Fraxinus pennsylvanica	10:	2 4	THE	ig H	Cara 18	n eder villere	ware.		影神主	i i pir i	e i	RECS: Remove deadwood O/D: None
8-256	Green Ash	1915 1	. .			(#H, 2	CALLES SE		18			通過	RECS: None
43	Pinus sylvestris Scots Pine	18	3	М	M(L)	L	L	2	2 .	Р	₽	P	O/D: Basal trunk wound, undersized foliage, FC, PP-C(H) RECS: Remove deadwood
-14	Pinus sylvestris Scots Pine	32	l Ĝ	М	M(L)	L	L	2	2	٢	- р	Р	O/D: Large wound, FK2@1m, PP-C(H) RECS: Monitor
45	Pinus sylvestris	19	5	М	М	L	L	1	1	P	Р	Р	O/D: CT(L), PP-C(H)
	Scots Pine Fraxinus americana						_	'	<u> </u>		<u>'</u>		RECS: None O/D: None
46	White Ash	8	2	Н	Н	Н	L	1	1	Р	P	Р	RECS: None
47	Fraxinus pennsylvanica Green Ash	8	3	н	н	н	L	1	1	Р	Р	₽	O/D: None RECS: None
	Gleditsla triacanthos var.											-	O/D: None
48	inarmis Honey Locust	28	8	Н	Н	н	L	1	1	P	P	Р	RECS: None
49	Acer saccharinum Silver Maple	12	4	Н	Н	М	ı	1	1	P	Þ	Р	O/D: BB(L) RECS; Prune BB
50	Acer saccharlnum	12	4	н	Н	м	L	1	1	P	P	P	O/D: BB(L)
30	Silver Maple Gleditsia triacanthos var.	12	"	-		M	L .		,	Р	Р	<u> </u>	RECS: Prune BB
51	inermis	22	5	M	н	м	L	, 1	1	P	Р	P	O/D: Multiple small trunk wounds, CD(L)
-	Honey Locust											<u> </u>	RECS: None
52	Gledilsia triacanthos var. inermis	31	10	М	н	м	L	2	1	Þ	P	P	O/D: Multiple small trunk wounds, CD(L)
<u> </u>	Honey Locust	<u> </u>	<u> </u>		<u> </u>							<u> </u>	RECS: None
53	Gleditsia triacanthes var. inermis	24	10	М	H	м	м	2	1	P	P	Р	O/D: Multiple small trunk wounds, CD(L)
<u> </u>	Honey Locust	<u> </u>		<u> </u>				<u> </u>	<u> </u>		<u> </u>	<u> </u>	RECS: None
54	Gleditsia triacanthos var. inermis	28	10	M(L)	н	м	М	1	1	Р	Р	Р	O/D: CD(M)
-	Honey Locust Acer saccharinum	<u> </u>						<u> </u>			<u> </u>	<u> </u>	RECS: None
55	Acer sacchannum Silver Maple	17	5	н	М	М	L	2	2	P	P	P	O/D: Multiple small trunk wounds RECS: Monitor
	Acer platenoides 'Crimson			1									O/D: Large trunk wounds
56	King' 'Crimson King' Norway Maple	23	4	Н	L	L	н	4	4	R	R	R	RECS: Remove
-		 	 		ļ	<u> </u>	<u> </u>	<u> </u>	 	<u> </u>	<u> </u>	<u> </u>	
57	Acer platanoides 'Crimson King'	21	4	н	L	L	н	4	4	R	R	R	O/D: Large trunk wounds
"	'Crimson King' Norway Maple			l "	1 "		''		"	"	"	"	RECS: Remove
58	Acer negundo	18	6	Н	L	L	L	4	1	R	P	R	O/D: Merged with chain-link fence
tu matitu	Maniloba Maple		711111111	na pout de la laction.	Figure :	diam'r.	<u> </u>	mesta	2000	(Bully dated to the private	pin,reg 1727st	almag.	RECS: Remove
H 59	Manitoba Maple	15-18	= 6	M	₩.			2		P	持 角 至	R	O/D: None RECS: None
60	Papulus tremutoides Trembling Aspen	22	5	М	М	L	L	1	1	Р	Р	Р	O/D: None RECS; None
61	Acer platanoides	18	5	L	M(L)	м	L	1	1	R	P	R	O/D: CD(H), chlorotic foliage, poor growth at base
	Norway Maple	<u>l. ".</u> .	<u></u>	L.		_ "		<u> </u>	<u> </u>	<u> </u>		<u> </u>	RECS: Remove

APPENDIX 2. DETAILED TREE DATA:

Ferndale Park, City of Guelph (REVISION #1 - SEPTEMBER 28, 2009)

Recorded July 17, 2009 (See Appendix 1 for Tree Assesssment Codes) Observations / Defects - O/D Maintenance Recommendations - RECS Tree Species Tree No. TOTALS Biological Health: Low 3 Biological Health: Moderate-Low 13 Biological Health: Moderate 2 Biological Health: High-Moderate Biological Health: High 42 61 Subtotal Structural Condition: Low 14 10 Structural Condition: Moderate-Low Structural Condition: Moderate 12 5 Structural Condition: High-Moderate 20 Structural Condition: High Subtotal 61 Tree Quality: Low 25 25 Tree Quality: Moderate Tree Quality: High 11 Subtotal Constuction Impact: Low Constuction Impact: Moderate 15 Constuction Impact: High Subtotal Hazard Potential: None 29 18 Hazard Potential: Low Hazard Potential: Moderate Hazard Potential: High 61 Subtotal Trunk Decay: No Decay 13 Trunk Decay: Minor Decay 3 Trunk Decay: Moderate Decay Trunk Decay: Severe Decay 8 61 Subtotal 47 Preserve Tree Based on Health & Structure Remove Tree Based on Health & Structure 14 Subtotal Preserve Tree Based on Construction Impact 16 Remove Tree Based on Construction Impact Subtotal 37 Preserve Tree Based on Final Rec'd Action 24 Remove Tree Based on Final Rec'd Action 61 Subtotal

APPENDIX 3. LIMITATIONS OF THIS TREE ASSESSMENT

It is the policy of Aboud & Associates Inc. to attach the following clause regarding limitations. We do this to ensure that developers, agencies, municipalities and owners are clearly aware of what is technically and professionally realistic in retaining trees.

The assessment of the trees presented in this report has been made using accepted arboricultural techniques. These include a visual examination of the above-ground parts of each tree for structural defects, scars, external indications of decay such as fungal fruiting bodies, evidence of insect attack and crown dieback, discoloured foliage, the condition of any visible root structures, the degree and direction of lean (if any), the general condition of the tree(s) and the surrounding site, and the proximity of property and people. Except where specifically noted in the report, none of the trees examined were dissected, cored, probed, or climbed, and detailed root crown examinations involving excavation were not undertaken.

Notwithstanding the recommendations and conclusions made in this report, it must be realized that trees are living organisms, and their health and vigour constantly change over time. They are not immune to changes in site conditions, or seasonal variations in the weather conditions, including severe storms with high-speed winds.

While reasonable efforts have been made to ensure that the trees recommended for retention are healthy no guarantees are offered, or implied, that these trees, or any parts of them, will remain standing. It is both professionally and practically impossible to predict with absolute certainty the behaviour of any single tree or group of trees or their component parts in all circumstances. Inevitably, a standing tree will always pose some risk. Most trees have the potential for failure in the event of adverse weather conditions, and this risk can only be eliminated if the tree is removed.

Although every effort has been made to ensure that this assessment is reasonably accurate, the trees should be re-assessed periodically. The assessment presented in this report is valid at the time of the inspection.

S:\Forms Data ELC\Trees\Limitations of Tree Assessment\Tree Assessment Limitations Latest,doc

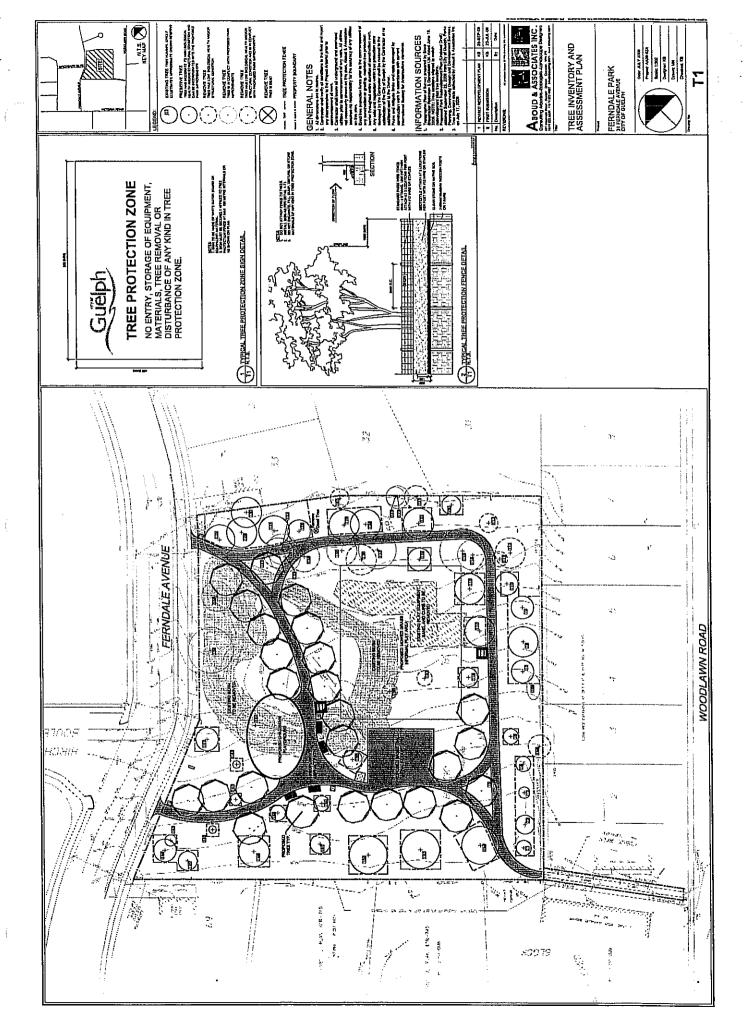
- Urban Forestry
- Ecological Restoration Design
- Environmental Impact Studies
- Landscape Design
- Expert Testimony and Peer Review

ABOUD & ASSOCIATES INC.
Consulting Arborists - Ecologists - Landscape Designers









		•		
	·			
	-			Table



Crime Prevention Through Environmental Design (CPTED)

ORIGINAL AUDIT DATE:

July 30, 2009

SITE:

Ferndale Park

ADDRESS:

31 Ferndale Avenue, Guelph

Purpose of CPTED Audits

The purpose of this review is to identify the major security challenges and opportunities presently facing the site. As such, neither the report nor its recommendations should be considered definitive or exhaustive.

A systems approach has been used throughout the development of this report. In this regard, implementation of the enclosed recommendations should not be fragmented. Many times the incorporation of one phase depends upon the implementation of other security recommendations and failure to utilize the systems approach can breach all elements of the system.

Overview

Crime Prevention Through Environmental Design, or CPTED as its more commonly known, is a proactive crime fighting technique that believes that the proper design and effective use of the built environment can lead to a reduction in the fear and incidence of crime, as well as an improvement in the quality of life.

The CPTED recommendations prepared for your site are not intended to make your facility "burglar-proof", "theft-proof", etc. They will however address a number of safety and security issues by providing ways to improve your property's natural surveillance, natural access control and territoriality. In this regard, a review of your site is presented below.

CPTED Audit Report Form

Location/Area: Ferndale Park, 31 Ferndale Avenue, Guelph

Crime Problem:

- Loitering and mischief during fair weather within the park area;
- Reports from residents and police incidents include: mischief, noise complaints, assaults, illegal drug and alcohol use;
- Fear of using the park with the above π entioned activities going on.

CPTED Assessment:

- Natural surveillance site lines from residents backing onto the park are blocked do to the amount of aged trees.
- Playground equipment in the park area is in the far corner and is hidden by the hill. (Makes it harder to see what is going on at ground level whether driving or walking by)

- There is a hill that help's in hiding the playground equipment.
- The entrance to the park is very open and not obstructed which provides great natural surveillance from Ferndale Avenue.
- The entrance off of Woodlawn Road East is very narrow and covered with overhanging trees making it harder to see into the park.
- Not able to see playground equipment from Woodlawn Road East.

Design Suggestions:

- 1. Prune the trees located at the rear of the residences backing onto Ferndale Park to allow better Natural surveillance site lines.
- 2. The play equipment would be better suited closer to Ferndale Avenue and over to where there would be site lines from Woodlawn Road East. Putting the play equipment in easier view to the public would help deter some of the crime problems because it would make it feel like you are being watched at all times.
- 3. The hill that is currently blocking the play equipment does create a problem as it hides the far corner of the park making it a likeable spot for criminal activity. Even with the play equipment moved the corner would still be hidden and therefore criminal activity would still be happening. I would suggest that the hill be removed or flattened therefore creating better natural surveillance site lines into the whole park.
- 4. The entrance off of Ferndale Park is nice and wide open making the best use for natural surveillance. Keeping this open would benefit the park. Having said that, I would also suggest that a park sign with the name and address of the park would help when members of the community are calling in criminal activity. By having this information police are able to respond more quickly.
- 5. The entrance off of Woodlawn Road East is obstructed and needs to be improved. The entrance acts as small dark alley where criminal activity follows. Pruning the trees that overhang the entrance would open it more allowing better view to the public.
- 6. Request police cruiser and bike patrols at late evening to early morning hours during early spring, summer and late fall.
- 7. Cleaning up Woodlawn Road East entrance and moving the play equipment so that it can viewed by both Woodlawn Road East and Ferndale Avenue would help deviate criminal activity.

Priority:

Medium – all aspects. Relocate the play equipment for better natural surveillance site lines.
 Remove the hill so that all areas of the park can be seen from ground level.

General Comments:

After reviewing Ferndale Park and the complaints received by nearby residents it is obvious that actions need to be taken to reduce or eliminate the above mentioned activities. The perpetrators of these types of activities have a fear of being caught and therefore by improving the natural surveillance would only be beneficial to the park. From my experience it is known that parks attract groups of people. Parks are usually used as a hang out spot and as a result criminal activity follows. Having a by-law in place that limits the use of the park would give the police more authority to act on some of the concerned activities which would help reduce the problems. In helping reduce the problems well noted above, calls for service will continue to be tracked and I will recommend more frequent police patrols concerning Ferndale Park.

CPTED Audit completed by:

Constable Jeff TAYLOR, Guelph City Police

PARK SURVEY



FERNDALE PARK MASTER PLAN

Survey Objective:

The City of Guelph is in the process of assessing needs of your Neighbourhood for the redevelopment of Ferndale Park. The existing play equipment at this park is scheduled to be replaced in 2009. The City Council has supported additional funding to upgrade the park in conjunction with the upcoming play equipment replacement.

Public input gathered from Neighbourhood survey is a key part of any park design process. The information gathered through this survey will help Parks Planning staff to create a redevelopment plan to propose additional programming for this park.

Existing Conditions:

The Ferndale Park is approximately 2.35 acres (please see attached map), located along the south side of Ferndale Avenue, in Ward 2. The open space area is surrounded by residential area on three sides and has full street frontage on one side. It is a local Neighbourhood Park (P2 zone), with an existing playground structure set on a sand base. The park is accessible through the existing municipal sidewalk along Ferndale Avenue and through a walkway connection from Woodlawn Road East. The existing park vegetation consists of a mixture of deciduous and coniferous trees.

Section One:

Ferndale Park - New Ideas

Redevelopment Master Plan:

1 2 3 Other _____

During the master planning process there is an opportunity to explore opportunities with various combinations of amenities and site programs, to meet the needs of the Neighbourhood. This section of the survey is to identify the kind of amenities you would like to be included in your park.

What kind of facilities, activities would you like to see incorporated into the park? Please note that if you highlight every item on the lists below with a 3 they can not all fit together in the open space.

- 1—We would not like incorporated in the park
- 2—We might like to see incorporated in the park
- 3—We would definitely like to see incorporated in the park

Please circle one number per each line item) Leisure Activities: 1 2 3 Seating Areas 1 2 3 Pathways 1 2 3 Open Space areas for spontaneous play 1 2 3 Other Other Features: 1 2 3 Picnic Area 1 2 3 Pathways for roller-blading 1 2 3 Trees for shade 1 2 3 Half Basketball court 1 2 3 Tennis court

PARK SURVEY



FERNDALE PARK MASTER PLAN

Lighting often gets identified by residents as a solution to make a park safer at night. The City does not typically promote lighting because:

o Lighting can encourage night use of a parks and open spaces.

- o Lighting can provide a false sense of security to individuals using the park at night by only lighting parts of the park like pathways and still providing lots of dark hiding places in the surrounding areas for potential attackers to hide.
- It is a costly maintenance item to repair and replace.
- o If not designed correctly, lighting can be more dangerous and cause more problems in a park, then not having any lighting.

However lighting can also work if there are good sightlines onto the park/open space and there is a

incident happening. Do you think the park sho			vity to the Police as they see the
DO you unit the park sile	ond be infilmated:		
☐ Yes	□ No		
Section Two:	Ferndale F	Park - Existing	
			ssues in the park that need to be
is worse in the park? Plea	se check off what seems app		Are there specific times when litter
☐ After holidays		Not a concern	☐ Other,
Explain			
Are there certain times o	f the year when litter in the p Summer	ark seems worse tha	an others? Winter
When visiting the park, de	o you bring the family dog?		
☐ Yes	□ No	☐ So	ometimes
Are there areas of the parit feel safe i.e.) it's well lig		feel quite safe? Plea	ase identify the area and what make
			·
			e identify the area and what makes identify the times of day when th

PARK SURVEY



FERNDALE PARK MASTER PLAN

Section Thre	e:	T	ell Us About Yours	elf		
TO 11		•				
			group in your househo	· · · · · · · · · · · · · · · · · · ·		
Age Group	No. of Females	No. of Males		Age Group	No. of Females	No. of Males
0-5				20-29		
6-9				30-49		
10-14				50-64		
15-19				65 +		
What is your las	nguage of preferen	ce}				
☐ English	1	☐ Frenc	h 🚨 Otl	ier		
Please list any c	other languages spo	ken in yo	or home			
	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1					
	ı your household h d Park is being desi		ecial accessibility needs	that you would	d like consid	dered when
14cigribourioo	Trank is being des	igneur				
□ Yes		□ No				
If yes, what kin	d of amenities wor	ıld you lik	e provided?			
RESPONDEN	T: Please provide	vont name	and address below if y	on wish to be k	ent informe	d of the progr
ALLOI OTABLIA	1. Tiease provide	your manne	and address below if y	ou wish to be k	ерт шогме	d of the brock
Name:		=				
Address				Apt/Unit #	+	
71ddic55				1xpt/ Omt #	Γ	
Postal Code: _	Phor	ne:	F	ax#		
Email address:						
			February 27, 2009			
Mail:	•	• -	elopment Services, 59 Car	den St., Guelph,	ON N1H	
Drop by:			elopment Services, 2 Wyn	•		ph
Online:			ck on Ferndale Park Surv		<i>x</i> =	1
Fax:	519-837-5640	, 		,		
	FORMATION PLE	EASE CON	TACT Ivoti Dat	hak, Parks Plant	ne r	
			37	rian' i arry Eighl	i-I	
Send an email to	o jyoti.pathak@guelp	h.ca or Call	519-822-1260 ext. 2431			



FERNDALE NEIGHBOURHOOD PARK SURVEY RESULTS SUMMARY OF ONLINE AND MAIL OUT SURVEYS

		RATINGS SL	MMARY										
		ONLINE SURVEY	<u></u>		MAIL OUT SURVEY	JRVEY		TOTALS					
	TOTAL POLLS	Definitely	Might	Do Not	Definitely	Might	Do Not	Definitely		Might		Do Not	
PROPOSED SITE FEATURES	RECORDED	Want	Want	Want	Want	Want Want	Want	Want	%	Want	%	Want	%
Seating Area	3.	10	5	-	₽	9	2	20	65%	œ	. 56%	ന	%O1
Pathways	33	11	60	၉	10	4	2	21	64%	7	21%	2	15%
Open Space for Play	32	-	5	0	13	2	-	24	75%	~	22%	-	3%
Pignic Areas	31	5	5	9	9	ო	9	F	35%	80	26%	12	39%
Paved In-line Skating Paths	30	3	4	6		3	4	10	33%	7	23%	5	43%
Sharla Trees	30	13	-	2	12	-	-	22	83%	Ø	%	m	10%
Half Baskethall Court	31	6	S	8	7	4	4	우	32%	o	29%	7	39%
Tennis Court	31	2	9	8	9	2	7	В	%9Z	8	26%	15	48%
		YES	ON.		YES	S.		YES	%	0 2	%		
Park Lighting	33	7	6		8	6		15	45%	18	55%		

						f =
						• *
	÷					
•				•	-	
		•				



Ferndale Park Questionnaire Survey Results

Start Date 02/11/09	Completed	16 online
End Date 02/28/09		18 mailed in
1		33 total

Please rank the importance of the following new park features.

NOTE: the park cannot fit all eight features listed here, and you can suggest a new feature later in the survey.

	Definitely want	Might want	Do not want
Seating area	20	8	3
	65%	26 %	9%
Pathways	21	7	5
	64%	21%	15%
Open Space for Play	24	7	1
	75%	22%	3%
Picnic Areas	11	8	12
<u></u>	35%	26%	39%
Paved in-line skating	10	7.	13
paths	33%	23%	43%
Shade Trees	25	2	3
	83%	7%	10%
Half Basketball Court	10	9	12
	32%	29%	39%
Tennis Court	8	8	15
	26%	26%	48%

People often suggest lighting in parks. However lighting can

- encourage night-time use of the park and disturb area residents
- provide a false sense of security while surrounding areas hide potential threats
- be costly to maintain and operate

With good sightlines into the park, and neighbours who immediately report inappropriate or illegal activity lighting in parks can be effective.

Do you think the park SHOULD include lighting?

Yes	 15
	45%
No	18
<u> </u>	55%

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

Suggest a new Park Feature here

The playground area should be surrounded by rubber matting to improve safety from dangerous hazards thrown in sand. An outdoor skating rink would be appreciated but not necessary.

I would like to see some sort of gardens in the park near seating areas if there will be sitting areas

You may think it strange that we have voted against trees and seating and picnic areas for this park but we have seen how certain people treat the trees and equipment in this park and we do not think it is financially sensible to provide amenities that are just going to be vandalized or destroyed.

I think the evergreens should be taken out on the walk way from Woodlawn Rd. The trees are a risk for people lurking in the tree line. As for lighting it should be better lit. At night the kids are up to no good and would be better for police officers to watch the park and keep it safe

A tree map telling visitors the species of each tree.

Seating area by the play ground. A pathway from Ferndale to Woodlawn. A place for kids to play street hockey, to get them off the street. Would like play ground equipment move closer to Ferndale, so people in the neighbourhood can watch children and for vandalism. More street lights on Ferndale will help light the park and deter vandalism. Remove the screen base to make the park totally visible from the street.

water splash pad for young children, and non-wood climbers

I believe there should be two playgrounds. One for smaller children and one for larger children. The swing sets should accommodate both groups. I think there should be musical and imaginative equipment incorporated with in the playground. There should be a wading pool, or outdoor roller skating rink. The ground of the playground should definitely be covered in wood chips (the only non threatening park substance). There should be permanent picnic tables under shaded trees, and benches near the wad pool or roller rink. I think it would be VERY wise for the city to complete the side walk that ends on Victoria North, just North of Woodlawn. Not only do I feel that it is extremely dangerous of the elderly to walk on the highway shoulder, but It is very neglectful to expect the children of the school to walk in such dangerous conditions. If the side walk was completed with a crosswalk, the children from the school would get plenty of use of the Ferndale Play yard. Particularly important, as the 70 children attending the school on Victoria North do no have a gym, or much of a playground.

before you dismiss lights ask the residents and maybe time the lights. on for a while after dusk.

Security cameras to view and maybe stop the young people from smoking pot etc and leaving their horrible and unsafe garbage (needles, broken glass etc) around the play structure meant for the young children. Also, security cameras to view and maybe stop the many people who let their dogs run free with out a leash and to catch the many people who do not clean up after their dogs.

splash pad

This park obviously has some issues relating to vandalism and I would suggest that the lay-out and grading are a little strange (routinely we have found broken beer

bottles near the play equipment this winter). We are a new family to the area and we live directly across from the park and although we haven't been here a full year to monitor the use of the park I so have some ideas as to what might make the park safer and a real asset to the community. The location of the play equipment at the back of the park in a relatively secluded area creates a situation where vandalism to the equipment and inappropriate behaviour can occur easily and without anyone noticing. I would strongly suggest that the play equipment be relocated closer to the north-west corner of the park nearer to Ferndale Ave. The play equipment could be located to fit within existing tree plantings and the proximity to the street (with some indirect lighting from street lights and traffic) would likely cut down on the attractiveness of the play structure as a secluded night time hang-out. I also think moving the play equipment closer to the road could increase its profile and use by local community residents - especially in the winter off-season when getting to the equipment is a little more difficult. My sense is that this park has not had a great history and I think the best way to change the image of the park is to make it a more heavily used destination. I would suggest that a mini-soccer field be created in the park - running in a north-south direction on the east side of the park. This would involve re-grading of the interior hills of the park, removal of the existing play equipment area and the removal of a couple of intermediate sized trees (that aren't that attractive) in the middle of the park area. There is an 80 yd, by 50 yd, area that could quite readily be created. This field could be made available for rental by minor soccer, other groups and for free play. If used by soccer it would create activity in the park on most week nights and I think this would be a very positive thing for our park. Ferndale is a relatively wide street and it is not a through street, therefore onstreet parking for this use wouldn't be a major concern in my opinion. I also think that a half court basketball court situated closer to where the apartment buildings access the park on the west side would be a well used addition. Pathways that connected Ferndale Ave around the play equipment, the basketball court, the apartment entrance and the Woodlawn Rd entrance should also be incorporated.

Could you please develop the lower section-on the flat so the kids from apt. bldg. will not come up top to play and destroy the trees. They sit and scream obscenities, expose themselves, beat up other kids – just for something to do. We have come home and found kids playing in our driveway with our basketball net, destroying our flower beds, as they were in the trees and as our house is next door they do as they like.

No dogs or special sport only. Fine if spread garbage; garden bushes flower

Better play equipment for the children and seating areas to enjoy the park.

Too many teenaged kids in the area who would use it for illegal purposes

Soccer nets; path through park should be plowed and maintained for kids to use walking to school

Basketball net and play area; move swing areas down further in the park. Better drainage at swing area. It lays in water every time it rains. More swings, no lighting; some old hawthorn trees removed; trees trimmed at the bottom so they can not climb them.

Seats – bleachers for baseball, water space; outdoor-large pool; flowers, mix veggie garden, onions, carrots, stake blueberries, tomatoes, lettuce only!

Leave the way it is; garbage bins and service to pick up garbage blowing over.

Equipment to include physical activity for all ages.

A nice wading pool for small children with benches around – water pools are the best + there is no place in the neighbourhood to do that – water cools the temperature + is a form of therapy. Turn all the parks around, not just Ferndale.

More equipment for the kids to play on (better) and safe.

Like see this all 3 parks + plan all 3 parks together.

Wading pool.

Good seating, nice walking paths – sidewalks, asphalt paths that a walker could be used, so it is not uneven. Good lights. All parks should have this. Nice shady areas to sit + have benches to protect from heat. Make all things wheelchair accessible. The neighbourhood would like to have a role for young teenagers in the neighbourhood to have a job in maintenance and repair of the parks with professional mentoring support. This would add to neighbourhood pride + care of our parks.

Are there specific times when litter seems worse in the park? Check all that apply.

Answer	Sample	Percentage	
after the weekend	13	38.2%	
after a holiday	4	11.8%	
after garbage day	5	14.7%	
not a problem	. 4	11.8%	
other	- 8	23.8%	
other;		always garbage in my backyard from the park I would e it cleaned up weekly	
other;	ilitter seei	ms to be a constant problem in this park	
other;	and get o	tment buildings to the west keep their containers open quit full. The light garbage usually blows out of the and into the park	
other;	All the time.		
after the weekend;	teens use as hang out		
after the weekend;	bottles, I	er on multiple occasions have noticed broken beer itter and vandalism (graffiti, melting plastic) in the play nt area of the park.	
other;	Garbage	collects along fence on our end all summer	
other;	Pathway	to park – all the time (dog litter)	
other;	Following	g a storm, particularly one that is windy; breezes	
other;	_	gathers along the fenced area behind the homes lines – looks unkept	
other;	I haven't is <u>always</u>	noticed more garbage bags after any particular event, it is dirty.	
other;	i- no can	1	
other;	Can't see Done ev	e a pattern eryday.	

Total	34	·
1		

Are there certain times of the year when litter in the park seems worse than others?

winter	3	8.3%
spring	11	30.6%
summer	19	52.8%
fall	2	5.5%
not a problem	1	2.8%
Total	36	

Do you bring your dog to the park?

yes	5	16.1%
no	24	77.4%
sometimes	2	6.5%
Total	1984 - 1984 1984 1984 1984 1984 1984 1984 1984 1984 1984 1984 1984 1984 1984 1984	· (1985年),1980年第四屆第四屆第四屆第四屆第四屆

Are there areas of the park where you feel unsafe? Please identify the area and give examples i.e. time of day, vandalism, loitering, poor lighting, obstructed view etc.

This area appears to be a high vandalism area. It also has some substantial loitering as it is low income part of town.

Kid drink and fight in the park at 2a.m. and wake me up in the summer and so lighting would just enhance this problem in my opinion

The park is pretty well visible from the Ferndale Avenue side. The area that feels the most safe to us would be the alleyway like entrance to the park off Woodlawn Road.

yes, back end of park not lighting

Along upper end kids play + break-off branches in trees. They pee and poop under the pine trees in groups. They climb the first couple of trees and use FOUL language right outside our window. WE have had our privacy fence totally destroyed by the kids and quite occasionally they set fires. My husband and I have called police on quite a few occasions for the drug paraphernalia which we have found not 10 feet from our house on fence line.

Where the screening basin is. Teenagers hide there and drink. They are not seen by the street. Destruction of play equipment. Broken glass. I live across the street and I don't feel safe letting my son play over there. I take him to Riverside Park.

It is very closed off from main roads, this can leave you feeling a little unsafe due to the seclusion. The neighbourhood seems a little rough.

none

Yes, the entire park, no lighting, dogs running free, some times scary people

Play area in the evening is very secluded and is a magnet for people to hang-out and get into trouble. The play equipment seems to have been vandalized on multiple occasions and there is often broken glass. The grading of the park that creates a bowl-like area seems to have drainage issues at wet times of year and needs to be avoided. The play area also gets very wet in winter/spring when melting occurs. The hills do create some

sledding opportunities in winter and does create a barrier from street traffic and in some area could be maintained. I rarely use the walk through to Woodlawn Rd. but it also seems quite secluded and intimidating and would likely benefit from some lighting.

It only feels unsafe at night

Close to my home

The open area – free space walkway that goes right through the park area.

I don't feel unsafe there at anytime

yes

Hidden for street evenings.

Spots where people can hide & jump out at you.

No ... in the night don't feel safe - also sometimes teens take the park over at night.

On the other side of the park just over the hill. It is hard for residents to see anyhow.

Areas where poor lighting.

Are there areas of the park where you feel more safe? Please identify the area and give examples i.e. time of day, other people using park, good lighting, visibility etc.

I feel safe walking near the apartments and homes

The play and open areas feel quite exposed and safe.

yes the front end as there are light

I am fine during the day walking through the park. But once again, would not allow my son to play on the equipment.

I feel safer entering from Ferndale, even though the alleyway from Woodlawn is closest my house.

none

No

Nearer to Ferndale Ave there is more light and nearer to the apartment building parking lot there is more activity.

The park feels unsafe at night particularly around the play area and Woodlawn walkway. Also activities in the surrounding apt. buildings! Parking lots, which are also very dark, contribute to this atmosphere.

When the trees were planted, kids from middle apt. vandalised some of them. We need beautiful trees.

Fence along apartment parking lot should be well lit at night

After 6pm unless adult supervised - summer till 9:30 - 9:45pm

All the time. A few years ago the parks dept. raised a hill. The view up from Ferndale Ave. and older teens have (not legible) and hang around behind it and bother smaller kids, drink, etc.

Older children hiding within playground equipment

Near the playground part of the park. There's homes on the other side of the road.

	the second secon	n your house	ahold?
2	maics ave i	ii your nous	
1			
1			
2		· · · · · · · · · · · · · · · · · · ·	
			
2			
2			
1	····		
2			
1			
3			
2			
3		****	
2		•	
			· · · · · · · · · · · · · · · · · · ·
3			
1			
2			
1			
			that apply
0 to 5 yrs	10	28.6%	
6 to 9 yrs	3	8.6%	
10 to 14 yrs	0	0%	
15 to 19 yrs	3	8.6%	
20 to 29 yrs	2	5.7%	
30 to 49 yrs	12	33.3%	
50 to 64 yrs	3	8.6%	
65 1 07	2	5.7%	
	THE SECTION AND ASSESSMENT OF THE PARTY OF T	your househ	old?
2		an a water].
2	· ·	<u> </u>	
1			1
1	·		1
2	· 11		1
			4

1	,	 	• !
1			
1			
2			
1			
2			
1 1 1 5		 	
1			!
1			
5			
1			
1			

Please tell us their age groups. Check all that apply.

0 to 5 yrs	9	28.1%
6 to 9 yrs	2	6.3%
10 to 14 y/s		3.2%
115(to 119 yrs	4 0.2 3.03	- 0%
20 to 29 yrs	32 4	9.4%
30 to 49 yrs	11	34.4%
50 to 64 yrs	4	12.5%
65 -	2.1	6.3%

What is your preferred language

English	33	91.7%
French		2.8%
Other	2	5.5%
Total	36	

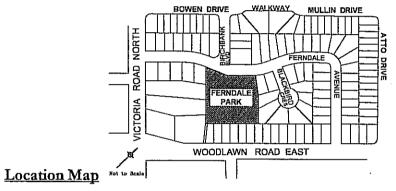
Does anyone in your household use a wheelchair or have other accessibility needs? Please suggest park amenities here.

	and the second section in the section in the second section in the section in the second section in the	
no	25-1-	
Total	29	



FERNDALE PARK REDEVELOPMENT PLAN

Community Design and Development Services is seeking public input into the Proposed Master Plan for redevelopment of existing Ferndale Neighbourhood Park. Your household is invited to participate in the survey. The information gathered from this survey will be used to refine the proposed Master Plan before it is presented to the Community Development & Environmental Services Committee for approval in Fall of 2009.



Existing Park: Ferndale Park is approximately 2.35 acres in size located at 31 Ferndale Avenue on the south side of Ferndale Avenue, north east of Woodlawn Road East and Victoria Road North. The park is accessible from the existing municipal sidewalk along Ferndale Avenue and through a walkway connection from Woodlawn Road East.

The park is surrounded by residential homes on three sides and has full street frontage on one side. The existing park elements include a play structure over sand surfacing with a wood curb, a mix of deciduous and coniferous trees and a berm along Ferndale Avenue.

Public Process: Neighbourhood Survey: In February of 2009 a questionnaire was mailed to the residents in the area to assess the needs of the neighbourhood. The survey was also advertised in the Guelph Tribune and posted on the City's website.

The responses received from residents included the following:

- Make a safe and functional park by removing the existing Hawthorn trees (large thorns on the branches)
- Relocation of play area closer to the street
- Installation of new play equipment
- open space/ mowed grass for free play
- Seating areas/ picnic area
- Removal of berms to increase sightlines into and out of the park
- Pruning of Coniferous trees to create sightlines into the park and through the walkway connection
- Addition of half basketball court, path ways and shade trees

Note: Please see other side.



FERNDALE PARK REDEVELOPMENT PLAN

Tree Inventory and Assessment Report:

The City hired Aboud and Associates Inc (Consulting Arborists, Ecologists and Landscape Designers) to prepare a Tree Inventory and Assessment Report and a Tree Preservation Plan. A draft report was prepared by Aboud and Associates Inc. recommending 14 trees be removed due to low ratings of biological health and /or structural condition. Some of those trees are documented with severe or moderate trunk decay and their immediate removal is recommended. Other trees have been assigned high hazard ratings due to other severe deficiencies.

Proposed Redevelopment Master Plan:

The proposed Master Plan has been prepared on the basis of the responses received through the survey and the Tree Inventory and Assessment Report prepared by Aboud and Associates Inc.

The Master Plan proposal includes the following removals:

- Partial removal of the existing berm located along Ferndale Avenue,
- Full removal of the rear berm located in the middle of the park,
- Removal of 18 trees including 14 trees with low ratings of biological health and /or structural condition, 1 invasive tree (Norway Maple) located on the front berm and 3 Hawthorn trees)

The proposal also includes planting of 24 new trees of appropriate species of shade trees within the park and new play equipment placed closer to Ferndale Avenue making it more visible for increased safety.

The proposed Redevelopment Master Plan includes the following elements:

- Children's play area with combination Junior and Senior play structure, swings, wood mulch safety surfacing and concrete curb
- Mowed grass area for Informal/ Free Play/ mini soccer field
- Half Basketball Court
- Asphalt Pathways
- New deciduous trees
- Seating area
- Picnic area
- Site Furniture: Benches, Picnic Tables, Trash Receptacles and Bike Rack



FERNDALE PARK REDEVELOPMENT PLAN

Please use the lines		osparato ano	,		
		.,, , , , , , , , , , , , , , , , , , ,	· · · · · · · · · · · · · · · · · · ·		
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			<u></u>	
				 	·
What do you dislike	about the propos	sed master pla	an?	 ,	
			et)		
			et)		
			et)		
	below or provide a		et)		
			et)		
	below or provide a		et)		
	below or provide a		et)		
What do you dislike (Please use the lines	below or provide a		et)		
	below or provide a		et)		

Community Design and Development Services



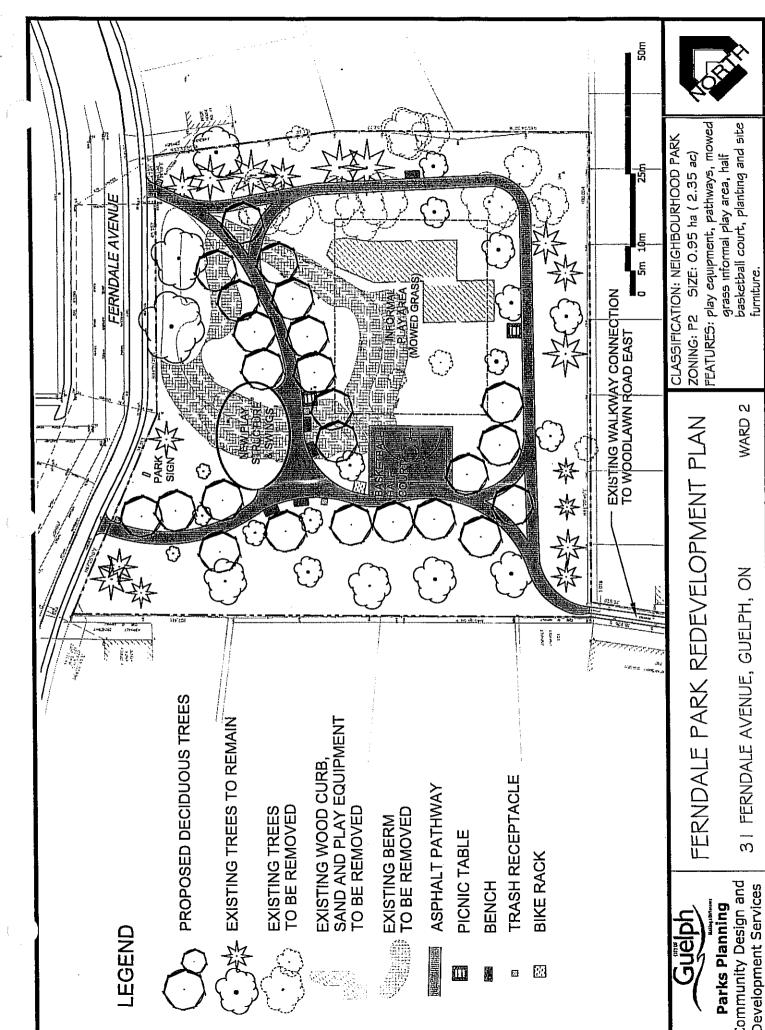
FERNDALE PARK REDEVELOPMENT PLAN

Send an email to jvoti.pathak@guelph.ca or Call 519-822-1260 ext. 2431

3. Other C			
(Please	use the lines below or provide a sep	arate sheet)	
		·	
·			
	-		
		·	
•			
ESPONDEN	IT: Please provide your name an	d address below if you wish to be kept informed of the process	
lame:			
.ddress:		Apt/Unit #	
ostal Code:	Phone:	Fax #	
mail addres:	s:		
Please sub	mit this survey by Friday Sept	ember 4, 2009.	
ſlail:	Community Design and Deve	elopment Services, 1 Carden St., Guelph, ON, N1H 3A1	
Prop by:	Community Design and Development Services, 3rd Floor, 1 Carden St., Guelph, ON N1H 3A1		
Online:	Visit guelph.ca/survey and	click on <i>Ferndale Park Survey</i>	
ax:	519-837-5640	·	
FOR MORE	INFORMATION PLEASE CONTA	ACT Jyoti Pathak, Parks Planner	

Community Design and Development Services

Development and Parks Planning





FERNDALE PARK REDEVELOPMENT PLAN PARK SURVEY RESPONSES

1. What do you like about the proposed master plan?

1	I like that the play equipment is moving closer to the road and equipment is going to be for both the younger kids as well as the older kids. I like that there is an informal play area for the kids to play in. I like that there now benches and picnic tables.
2	Great, fantastic.
3	I like it. I am glad the hawthorn trees are going. They are a pain and an eye-sore. I am glad the partial berm is being removed. It looks like a good plan.
4	I love the idea of trees Ect [sic] Good for the environment. Give the people around here some nice place to walk sit and enjoy. Thanks.
5	Half basketball court, mini soccer field.
6	Like the sight lines in and out of Park; good idea about putting in basketball court for the kids; good idea about the asphalt in for the pathways; good idea about the seating area for the parents that are there with little children also a good idea about the picnic area familys can take there children there too play and have lunch.
7	I like the way you are opening up the site lines for improved visibility and safety of the people using the park.
8	Removal of berms and installation of new play equipment. Glad to see no skate park contemplated!
9	I like the bike rack, trash cans, benches, picnic table, pathways. I wish they would put pathways in all parks for accessibility for strollers + walkers. I like the small + older children's play areas for all ages. I'm glad some trees will be removed so that there will still be shade, but trees don't overtake the park.
10	Looks good to me.

2. What do you dislike about the proposed master plan?

1 I don't like that the front berm is only being partial removed. There are too many trees being added. These are areas that teenagers use to hide. There should be benches beside the play equipment not on the other side of the path. There are no trees shading the play equipment and when it gets hot that plastic burns the skin. The kids in the neighbourhood play baseball, street hockey (which I would like to see them off the street), and soccer. The kids do not play basketball. Replace it with a ball diamond. You are giving teenagers more opportunity for destruction. The path along the east and south fences will never be used. People will use the path that cuts from the east fence through the middle of the park to the walkway thru to Woodlawn. Leave the existing trees there and don't put a pathway in. 2 Nothing. 3 I do not like the park bench at this spot. I marked it on the plan. Teenagers will congregate there to smoke it up. It happens in the corner now. Put it down by the basketball area. A bench is not necessary as soon as you walk off Ferndale. Down by the play area for parents to sit on would be better. As a taxpayer, homeowner of 554 Woodlawn Rd. E. my concern of the increased sub-division and plan for the park and my house adjacent to a major walk through traffic and parking on Woodlawn to gain access. I would request respectfully to have an 8' privacy fence erected in the walkway. As I live alone and have experienced vandalism and noise pollution. This I feel would only increase my feeling of safety to myself and my property. Please consider my proposal. P.S. It is a 40 year old chain link fence. Kids walking through throw stones, eggs, glass sticks. P.C McBirnis has investigated recently (Const #58). The only problem I see with it is more people will be using the basketball court etc. youths that means more mischief when they walk home along the pathway. I stay there alone and I recently had my glass door smashed at some \$2000 cost. I would be much obliged and satisfied if a fence was erected as the police told me to see about it as it would help. I do not like the idea of a junior and senior combined playstructure. Some of the kids that frequent this area are a little rough and not having separation, even just of some space, between smaller and older children is asking for an accident. Wish there where bathroom so the parents won't have too leave when kids need go bathroom. Would be nice have some lights in park. About the little soccer pad is always going to be book for soccer games not enough time for the children to play on it. Too few picnic tables; no washroom. 7

- Please add lighting in all parks in the area for safety. In the evening after school most playing will be dark – it gets dark in the winter. Hose bib for ice-rink. No restroom facilities and lights for summertime use.

3. Other Comments

1	I live right across from the park and I hear the teenagers at night over there. I want to stop them from using the park as a hide out from some destruction that they did in the neighbourhood. They will destroy the benches, picnic tables, play equipment and basketball equipment. If given the right environment. Giving them places to hide they will continue to disrespect others properties. If the area is more open less trees and no berms, they will be deterred from hiding out there. Make the park friendlier and safer. People barely use the park now because of the teenagers. I pay taxes in this city and I know that some of my money is being used for this redevelopment plan, listen to us we have to live here and we are aware of what goes on in that park.
2	I am concerned that there will be young trees planted and "site furniture" provided. I have witnessed first hand the way that this park has been treated in the past, particularly the vandalism of trees. I do not hold out much hope for the survival of new plantings and am afraid that your "furniture" will not fare too well either.
3	Please consider installing the little backhoe scoops in the play area similar to what is in the park near Goldie Mill and at Nick's Dragonfly park - they are well used and great for toddlers!
4	I am having ongoing problems with youths in the park with vandalism. It was suggested by police that I receive an 8' to 10' foot privacy fence along the exit walkway to Woodlawn Rd. with the new plans for the park; it will mean more foot traffic past my house 554 Woodlawn Rd. East. Children age 10-12 etc. they come from Brant apt. other places.
5	Any trees removed should be replaced with trees of same age.
6	Glad to see the park go in. Hope it is looked after better then other parks around the area. Good luck with the plans.
7	Will the "Mini Soccer" field be used for "Tim Bits Soccer"? My hope is that this work will be started in the "early" spring rather than disable a park for the entire summer.
8	Is there going to be major lighting to discourage vandalism and drug activity? Is there going to be regular patrols of by-law officers and police re dogs off leashes, vandalism and drug activity??

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, October 19, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, October 19, 2009 in Council Chambers at 12:30 p.m.

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

Also Present: Councillors Farrelly and Hofland

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. D. McCaughan, Director of Operations; Ms. T. Agnello Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

 Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the minutes of the Community Development and Environmental Services Committee meeting held on September 21, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Guelph Source Protection Areas
- Affordable Housing Discussion Paper
- Deerpath Park Skateboard Area
- 2. Moved by Councillor Piper Seconded Mayor Farbridge

THAT the balance of the October 19, 2009 Community Development & Environmental Services Consent Agenda as identified below, be approved:

a) Ferndale Park Redevelopment Master Plan

THAT the Community Design and Development Services Report 09-74 dated October 19, 2009, pertaining to the proposed Redevelopment Master Plan for Ferndale Park, be received;

AND THAT the Master Plan for the redevelopment of the Ferndale Park, as proposed in Appendix 3 of the

REPORT

Community Development & Environmental Services Committee

Page 2

Community Design and Development Services Report 09-74 dated October 19, 2009, be approved;

AND THAT staff be directed to proceed with the implementation of the Ferndale Park Redevelopment Master Plan.

Carried

Deerpath Park Skateboard Area

Ms. Helen White, District Park Planner, explained the process and rationale used to establish the recommendations being presented.

Ms. Alice Daw, a neighbourhood resident, advised there have been a number of incidents involving drug use, alcohol, assaults, and threats associated with the skatepark facility. She would like the rock seating removed immediately as a detriment to hanging out. She stated that rule three of the facility states that it should not be used in wet, icy or snowy conditions; therefore, she feels the facility should now be removed.

Mr. Nick Grayson advised he was involved in the planning process, and stated that no one realized how much noise would be generated or the issues that would result from the facility being in close proximity to the backyards. He stated that the culture surrounding the facility is unpleasant; consisting of noise, inappropriate language and behaviours and graffiti. He urged the City to consider these same issues when determining the relocation of the facility. He recommended examining how other municipalities have determined the locations for their facilities.

Staff will consider the following when moving forward on this matter.

- feasibility of combining skateboarding and BMX facilities;
- the definition of the term `appropriate';
- timeline targets and budgets;
- a city-wide search for a new location;
- determining suitable storage until a new location is found;
- a method of communicating reasons for the skateboard park being removed prior to removal
- 3. Moved by Councillor Salisbury Seconded by Councillor Piper

THAT the Community Design and Development Services Report 09-80 dated October 19, 2009 pertaining to the Deerpath Park Skateboard Area be received;

REPORT

October 19, 2009

Community Development & Environmental Services Committee

Page 3

AND THAT the Deerpath Park Skateboard Area be relocated to an appropriate location in the City outside Deerpath Park;

AND THAT staff be directed to proceed with a study on the relocation of the Deerpath Park Skateboard Area including a review of locations, site treatments, costs and timing;

AND THAT Council approve the establishment of a working group of stakeholders and residents to assist staff with the Deerpath Park Skateboard Area relocation study;

AND THAT Council approve the establishment of a working group of stakeholders and neighbourhood residents to determine the future use of Deerpath Park;

AND THAT the Deerpath Park Skateboard Area be removed as soon as possible and a multi-department staff team continue to monitor park activities;

AND THAT the Deerpath Park Skateboard relocation matter be referred to the 2010 priority setting process for consideration as a new priority.

Carried

2009 Affordable Housing Discussion Paper

Mr. Lawrence Kuk, Policy Planner, provided an overview of the 2009 Affordable Housing Discussion Paper. He outlined:

- the definition of affordable ownership and rental housing;
- the full range of housing;
- the methodology to determine affordable housing targets;
- recommended targets;
- implementation tools;
- next steps.

Staff will review:

- possibility of condominium fees into housing costs;
- how to provide more projects for affordable home ownership;
- rent to own possibilities;
- how to provide incentives for accessory apartments;
- arranging a Council information session.

Moved by Councillor Piper Seconded by Mayor Farbridge

THAT Community Design and Development Services Report 09-89 regarding the 2009 Affordable Housing Discussion Paper dated October 19, 2009 be received:

October 19, 2009

Community Development & Environmental Services Committee

Page 4

AND THAT staff be directed to circulate the 2009 Affordable Housing Discussion Paper for public and stakeholder input, in conjunction with the Official Plan Update public engagement process.

Carried

Guelph Source Protection Areas

Mr. Dave Belanger, Water Supply Program Manager, stated that the City will be protecting the quantity and quality of water available through the tier three water assessment study and water quality protection. They will determine how much ground water is available, how it is being.

5. Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the Environmental Services Report dated October 19, 2009, pertaining to the Guelph Source Water Protection Areas, be received;

AND THAT Council approve the Wellhead Protection Areas and Intake Protection Zones, indicated in the attached maps, for the purposes of defining the eligible areas under the Ontario Drinking Water Stewardship Program.

Carried

The meeting adjourned at 2:18 p.m.

Next Meeting: November 16, 2009

Chairperson

REPORT

committee AGENDA



Community Development & Environmental Services

Committee

DATE November 16, 2009

LOCATION Council Committee Meeting Room (112)

TIME 12:30 p.m.

disclosure of pecuniary interest

confirmation of minutes - October 19, 2009

PRESENTATIONS (Items with no accompanying report)

a)

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

Item	City Presentation	Delegations	To be Extracted
CDES 2009-43 Public Promotion Action Plan for Drinking Water Consumption - Progress Update			
CDES 2009-44 The Rink Rats Community Fundraising Update	Ian Panabaker		V
CDES 2009-45 Royal City Park Plant Material Management Plan	Helen White	Chris Gynan, Vice President, Operations Silv-Econ Ltd. Resource Management Consultants	V
CDES 2009-46 Committee Mandate and Charter			

Resolution to adopt the balance of the Community Development & Environmental Services Committee Consent Agenda.

CORRESPONDENCE

items extracted from consent agenda

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

Other business

IN CAMERA

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public with respect to:

Citizen Appointments to the Transit Growth Strategy and Plan Advisory Committee

S 239(2)(b) personal matters about identifiable individuals

Next meeting - December 14, 2009

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, October 19, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, October 19, 2009 in Council Chambers at 12:30 p.m.

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

Also Present: Councillors Farrelly and Hofland

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. D. McCaughan, Director of Operations; Ms. T. Agnello Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the minutes of the Community Development and Environmental Services Committee meeting held on September 21, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Guelph Source Protection Areas
- Affordable Housing Discussion Paper
- Deerpath Park Skateboard Area
- 2. Moved by Councillor Piper Seconded Mayor Farbridge

THAT the balance of the October 19, 2009 Community Development & Environmental Services Consent Agenda as identified below, be approved:

a) Ferndale Park Redevelopment Master Plan

THAT the Community Design and Development Services Report 09-74 dated October 19, 2009, pertaining to the proposed Redevelopment Master Plan for Ferndale Park, be received;

AND THAT the Master Plan for the redevelopment of the

REPORT

October 19, 2009

Community Development & Environmental Services Committee

Community Design and Development Services Report 09-74 dated October 19, 2009, be approved;

AND THAT staff be directed to proceed with the implementation of the Ferndale Park Redevelopment Master Plan.

Carried

Page 2

Deerpath Park Skateboard Area

Ms. Helen White, District Park Planner, explained the process and rationale used to establish the recommendations being presented.

Ms. Alice Daw, a neighbourhood resident, advised there have been a number of incidents involving drug use, alcohol, assaults, and threats associated with the skatepark facility. She would like the rock seating removed immediately as a detriment to hanging out. She stated that rule three of the facility states that it should not be used in wet, icy or snowy conditions; therefore, she feels the facility should now be removed.

Mr. Nick Grayson advised he was involved in the planning process, and stated that no one realized how much noise would be generated or the issues that would result from the facility being in close proximity to the backyards. He stated that the culture surrounding the facility is unpleasant; consisting of noise, inappropriate language and behaviours and graffiti. He urged the City to consider these same issues when determining the relocation of the facility. He recommended examining how other municipalities have determined the locations for their facilities.

Staff will consider the following when moving forward on this matter.

- feasibility of combining skateboarding and BMX facilities;
- the definition of the term `appropriate';
- timeline targets and budgets;
- a city-wide search for a new location;
- determining suitable storage until a new location is found;
- a method of communicating reasons for the skateboard park being removed prior to removal
- 3. Moved by Councillor Salisbury Seconded by Councillor Piper

THAT the Community Design and Development Services Report 09-80 dated October 19, 2009 pertaining to the Deerpath Park Skateboard

Area be received;

October 19, 2009

Community Development & Environmental Services Committee

Page 3

AND THAT the Deerpath Park Skateboard Area be relocated to an appropriate location in the City outside Deerpath Park;

AND THAT staff be directed to proceed with a study on the relocation of the Deerpath Park Skateboard Area including a review of locations, site treatments, costs and timing;

AND THAT Council approve the establishment of a working group of stakeholders and residents to assist staff with the Deerpath Park Skateboard Area relocation study;

AND THAT Council approve the establishment of a working group of stakeholders and neighbourhood residents to determine the future use of Deerpath Park;

AND THAT the Deerpath Park Skateboard Area be removed as soon as possible and a multi-department staff team continue to monitor park activities;

AND THAT the Deerpath Park Skateboard relocation matter be referred to the 2010 priority setting process for consideration as a new priority.

Carried

2009 Affordable Housing Discussion Paper

Mr. Lawrence Kuk, Policy Planner, provided an overview of the 2009 Affordable Housing Discussion Paper. He outlined:

- the definition of affordable ownership and rental housing;
- the full range of housing;
- the methodology to determine affordable housing targets;
- recommended targets;
- implementation tools;
- next steps.

Staff will review:

- possibility of condominium fees into housing costs;
- how to provide more projects for affordable home ownership;
- rent to own possibilities;
- how to provide incentives for accessory apartments;
- arranging a Council information session.

4. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT Community Design and Development Services Report 09-89 regarding the 2009 Affordable Housing Discussion Paper dated

October 19, 2009

October 19, 2009 be received;

Community Development & Environmental Services Committee

Page 4

AND THAT staff be directed to circulate the 2009 Affordable Housing Discussion Paper for public and stakeholder input, in conjunction with the Official Plan Update public engagement process.

Carried

Guelph Source Protection Areas

Mr. Dave Belanger, Water Supply Program Manager, stated that the City will be protecting the quantity and quality of water available through the tier three water assessment study and water quality protection. They will determine how much ground water is available, how it is being.

Moved by Mayor Farbridge Seconded by Councillor Piper

that the Environmental Services Report dated October 19, 2009, pertaining to the Guelph Source Water Protection Areas, be received;

AND THAT Council approve the Wellhead Protection Areas and Intake Protection Zones, indicated in the attached maps, for the purposes of defining the eligible areas under the Ontario Drinking Water Stewardship Program.

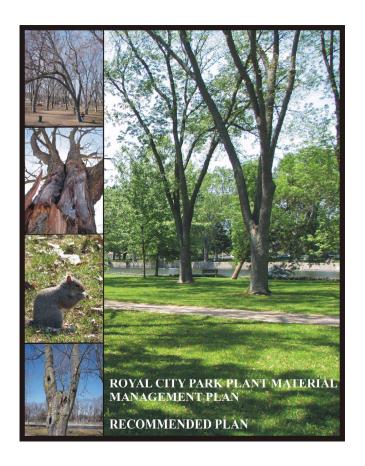
Carried

The meeting adjourned at 2:18 p.m.

Next Meeting: November 16, 2009

Chairperson

REPORT

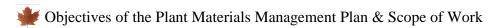


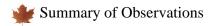
David Puttock, Ph.D., R.P.F.

Chris Gynan, M.Sc.F., R.P.F. ISA Certified Arborist



Contents





Management Options and Public Consultation

Recommended Plan

Royal City Park Historical Perspective

Royal City Park (RCP) is a 5.6 hectare site located near the intersection of Wellington St. and Gordon St. straddling the Speed River.

• Historical information suggests that the park was established in 1909 and that 50 elm trees & 99 maples were planted 1910.



Objectives of the Recommended Plant Materials Management Plan & Scope of Work



The Plant Materials Management Plan for Royal City Park (RCP) is intended to:



Provide a long term vision for the park's trees and ground level plants under the trees.



Recommend cultural maintenance practices and scheduling of any tree removals and new plantings in the park.



Scope of work included a detailed inventory and health and hazard assessment of all trees in the park.



Two alternative plans for managing the vegetation in the park. Seek public comments on the two alternative plans. Prepare a Recommended Plan based on comments received.



${\bf Observations-Tree\ inventory}$

359 trees 25 species

Silver maple	33%
Norway maple	22%
White ash	10%
	65%

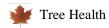
Age Classes	
Mature	50%
Semi-mature	34%
Young	16%

• There are 2 areas south of Speed River that presently do not have trees and could be planted



Observations – Tree Health & Hazard Ratings

48%



Good 171 Fair 136 38% Poor 49 14% Dead 3 < 1%





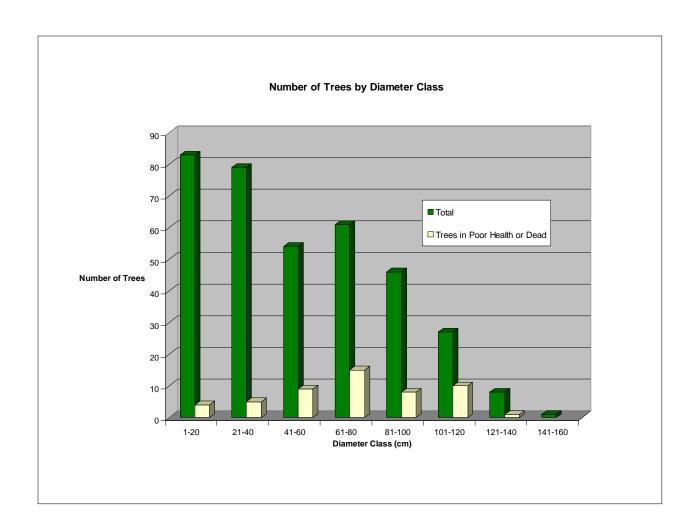
Hazard Ratings

Low 188 52% Medium 112 31% High 58 17%



Norway maple & Silver maple represent most of the high hazard trees.





Examples of Common Tree Health Problems Found in Royal City Park









Management Options



A draft plan with two management options were presented to Staff $\,$ and at a public meeting in June 2009.



Option 1 - Maintain traditional approaches to pruning and replacement of trees that are in poor health or dead.



Option 2 - Proactive approach to maintaining tree cover including planting additional trees over the next 5 years.



These options were presented to the public in June 2009. The Recommended Plan is based on comments received following this public meeting.



RECOMMENDED PLAN

Vision for the Future

"To manage the vegetation in Royal City Park by applying best practices to proactively maintain a healthy, and diverse native tree population with a canopy cover of at least 54% by 2030, which will contribute to public enjoyment, aesthetics, and environmental benefits while respecting the park's cultural heritage."



Recommended Plan



Based on Option 2 plus some naturalized areas.



Pruning of 194 trees.



Immediate removal and replacement of 52 trees that are in poor health or dead.



Successional planting. Plant 20 trees annually for 5 years under trees that are expected to decline over the next 20 years in advance of their expected removal.



Establish tree cover in the areas south of the Speed River where trees are currently lacking – approx. 33 new trees along trails and in open areas.



Use large calliper stock (60 mm diameter) for all new plantings.



Under this plan, tree canopy cover will actually be 5% greater by 2030 than it is today.

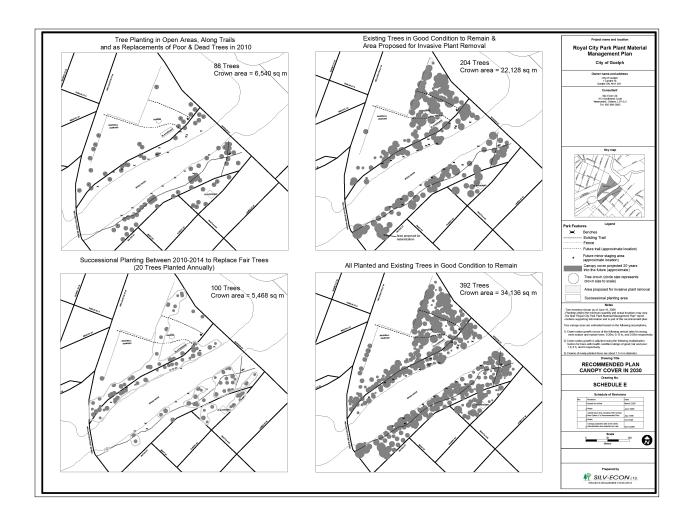


Create a naturalized environment in the south west corner of the park after removing and controlling the invasive species in that



Modify turf maintenance practices to protect tree roots from damage





Activity # of trees Grand Totals 2010 2011 2012 2013 2014 Tree Removal 52 \$43,650 Labour \$43,650
Tree Removal 52 \$43,650 \$43,650
Pruning (High and medium priority trees are pruned in 2010 while low priority trees are pruned in 2011) 194 \$40,050 Labour Labour priority trees are pruned in 2011)
Planting- Tree Replacements (60mm caliper trees) Labour \$15,600 Trees \$13,000
Successional planting (60mm caliper trees - 20 per year) 100 \$55,000 \$5,000 \$6,000
Additional planting in open areas & at tralls (60mm caliper trees) Labour \$4,800 \$5,400 areas & at tralls (60mm caliper trees) Trees Trees \$4,000 \$4,500
Pruning of newly planted trees 100 \$5,000 Labour \$5,000
Labour & Labour & Labour & Labour & Plants P
Labour & Labour & Labour & Plants P

\$3330

\$36,630

\$3490

\$38,390

\$2500

\$2500

\$27,500 \$27,500

\$22,800 \$10,980

\$250,800 \$120,780

10% Contingency

Grand Total

Conclusions



Royal City Park is a jewel in the City's urban landscape and is beloved by City residents.



The mature trees within the park contribute to the historic character of the Old University and Centennial Neighbourhood Community and aesthetics of the City.



Trees are living organisms, and their health and vigour constantly change over time.



A number of the park's trees are in poor health and represent a hazard to park users and adjacent infrastructure.



Many other trees require aboricultural treatments to improve their health and vigour.



The recommended plant materials management plan is based on Staff and public comments and adopts a proactive approach for managing the vegetation in the park.



Implementation of the recommended plan will result in a healthy and diverse native tree population which will contribute to public enjoyment, aesthetics, and environmental benefits while respecting the park's cultural heritage.



EMERGENCY SERVICES, COMMUNITY SERVICES & OPERATIONS COMMITTEE CONSENT AGENDA

November 16, 2009

Members of the Emergency Services, Community Services & Operations Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Emergency Services, Community Services & Operations Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

REPORT	DIRECTION	
ECO-2009 A.38 FIRE DEPARTMENT 100 TH ANNIVERSARY CELEBRATIONS	Receive	
THAT the Emergency Services report dated November 16, 2009 on the Fire Department's 100 th Anniversary Celebrations be received.		
ECO-2009 A.39 WATER TANKER ACCREDITATION FOR IMPROVED INSURANCE RATES IN RURAL RESPONSE AREAS	Receive	
THAT the Emergency Services report dated November 4, 2009 entitled `Water Tanker Accreditation for Improved Insurance Rates in Rural Response Areas' be received.		
B Items for Direction of Committee		
C Items for Information		

attach.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Environmental Services
DATE November 16, 2009

SUBJECT Public Promotion Action Plan for Drinking Water

Consumption – Progress Update

REPORT NUMBER

RECOMMENDATION

"THAT the report of the Director of Environmental Services, dated November 16, 2009 providing a progress update on the Public Promotion Action Plan for Drinking Water Consumption, be received for information;

AND THAT the Mayor and Clerk be authorized to sign an agreement between the City of Guelph and Regional Municipality of Waterloo for the development of the Portable Potable Water Supply Station Feasibility and Best Practices Review."

BACKGROUND

The citizens of Guelph are keenly aware of the importance of our local groundwater resources and the many benefits which 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.

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 the consumption of municipal drinking water and the use of reusable containers.

In October 2008, City staff initiated a **Public Promotion Action Plan** for City drinking water aimed at encouraging our community to drink City tap water and to avoid the use of disposable bottles. The goals of the Plan are:

- ▶ 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. In addition to the above goals, the Plan identified the following core actions for completion during 2009:
- Development and implementation of a public communications strategy to promote the consumption of municipal tap water by all, and the use of refillable water bottles;
- 2) Increase accessibility to potable drinking water within all City public facilities and staff work areas;
- 3) 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) Identification and implementation of methods to provide municipal tap water for consumption at community events.

Staff are pleased to provide the following report outlining actions taken to date through the **Public Promotion Action Plan** for municipal drinking water.

REPORT

Development and Implementation of a Public Communications Strategy:

In late 2008, Corporate Communications and Waterworks began developing a communications strategy to promote municipal drinking water. Key goals of the strategy include:

- 1. Increasing public confidence in Guelph drinking water;
- 2. Increasing consumption of Guelph drinking water;
- 3. Increasing usage of refillable containers; and
- 4. Decreasing usage/public selection of disposable containers.

The strategy identifies a number of internal and external recommendations to help promote the high quality, low environmental footprint, and overall economical choice of selecting municipal drinking water. As discussed below, within the existing budget, staff began implementation of recommendations under this strategy in 2009, with further implementation planned within 2010.

Partnering with Other Local Municipalities:

To develop the City's communication strategy, staff also began participating with other local municipal tap water providers in a drinking water promotion and educational working group in late 2008. Through this working group, representatives of local tap water providers meet on a regular basis to share ideas, strategies and resources with the goal of promoting the overall quality and safety of municipal tap water throughout the region.

As part of an initial product of this working group, the City partnered with the

Region of Waterloo, the City of Waterloo, the City of Cambridge, and the City of Kitchener to run a radio campaign promoting local tap water during the summer of 2009. This partnership model allowed the radio campaign to reach a large audience and achieve a greater airtime frequency while providing cost savings to all partners. With the common interest of increasing public consumption in municipal drinking water, staff plan to continue to work with other local municipalities on water communication and education strategies during 2010 to ensure greater reach in communications and to further reduce the costs of engaging the public.

Increasing Accessibility to Drinking Water within City Facilities:

To increase accessibility to municipal drinking water, Corporate Property Services and Waterworks staff have been working throughout 2009 to install chilled drinking water fountains, in City facilities and staff work areas. In total, 43 chilled water fountains have been installed to date with all remaining installations anticipated to be complete by the end of 2009. All water fountain installations include a spigot filling system for staff and facility visitors to fill personal water containers. Posters informing users of the quality of Guelph's drinking water have also been installed with the fountains.

In addition several City departments, as well as the Union executives of CUPE local 241, have provided staff members with refillable water bottles to reinforce pride in our municipal drinking water and to promote municipal water consumption.

Phasing out the Provision of Bottled Water within City Facilities:

In a parallel effort, staff have been working to remove bottled water coolers, previously available in public areas and staff work areas, following the installation of the chilled water fountains.

Guelph City Hall, which opened in the spring 2009, was the City's first bottled water free facility. However, with the efforts taken to date to provide greater public access to chilled municipal drinking water within all City facilities, it is envisioned that most City facilities will reach this milestone during 2009/2010.

Community Event Servicing of Municipal Drinking Water:

Many community events are seeking to reduce the amount of excess solid waste generated through bottled water use. City staff have received numerous requests from local event organizers for municipal water servicing at community events. Since 2007, the City provided municipal water (via water tanker truck) to the annual Hillside Festival. Although this initiative has been very successful, this water servicing model does not provide the best fit for smaller community events.

To best define how to meet the requests from the community for events of all sizes, staff launched the **Portable Potable Water Supply Feasibility Study and Best Practices Review** during November 2008. This comprehensive study included:

1. A review of current best practices in public event water servicing;

- 2. Consultation with local event organizers regarding their desired level of service;
- 3. Consultation with staff regarding operational and logistical requirements and constraints of the service; and
- 4. A detailed risk assessment exercise; and
- 5. The completion of detailed engineering design of a preferred servicing model.

In addition, the study team also included a representative from Wellington-Dufferin-Guelph Public Health to provide ongoing feedback on matters of public health related to design and ongoing operation of this service.

For purposes of the study, the City partnered with the Region of Waterloo to share study costs and to find a common municipal water servicing and management approach to increase municipal water accessibility at public events.

In 2009, Waterworks staff initiated a public event water servicing pilot program to assist local community events to reduce their environmental footprint and to further evaluate logistics and staff involvement associated with offering this service. For the purposes of this pilot program, municipal drinking water was made available to a total of eight larger community events throughout the spring, summer and fall of 2009. Community events included as part of this pilot were:

- Guelph Multicultural Festival;
- Guelph Canada Day Celebration;
- Guelph Faery Festival;
- Guelph Hillside Festival;
- Guelph Sunlight Music Festival;
- City Hall Grand Opening;
- University of Guelph Homecoming Celebration; and
- Mother/Daughter Walk for Heart and Stroke.

As part of providing this service, Waterworks staff completed training for event volunteers including instruction regarding water dispensing and basic water quality testing. In addition, all events were required to market the availability of the service through promotional campaigns and were requested to instruct patrons to bring refillable containers and/or provide refillable containers to patrons. Overall, public response to this service was very positive with many individuals expressing appreciated to the City for demonstrating leadership efforts in this area.

With the success of the 2009 pilot program, and further inquiries received from members of the public regarding this service, staff plan to continue this water servicing model, and to further investigate other opportunities to increase public accessibility at smaller sized community events during 2010. With the large number of annual community events held at Riverside Park, staff are planning to investigate a more permanent source of water servicing to meet park visitor and ongoing event needs. These efforts will be contingent on available budget.

Next Steps:

Staff will report back to Council in the fall of 2010 to provide a status update report.

CORPORATE STRATEGIC PLAN

- 1.2 Municipal sustainability practices that become the benchmark against which other cities are measured;
- 5.1 The highest municipal customer service satisfaction rating of any comparable-sized Canadian community;
- 5.4 Partnerships to achieve strategic goals and objectives;
- 6.4 Less waste per capita than any comparable Canadian city.

FINANCIAL IMPLICATIONS

Cost components of the Action Plan are currently funded through existing approved operating and capital budgets. The 2010 budget is being prepared to support the strategy and actions. Staff will present any impacts during the 2010 budget deliberation 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.

Prepared By:

Wayne Galliher, A.Sc.T. Water Conservation Project Manager (519) 822-1260, ext 2106 wayne.galliher@guelph.ca

Recommended By:

Peter Busatto Manager of Waterworks (519) 822-1260, ext. 2165 peter.busatto@quelph.ca

Recommended By:

Janet Laird, Ph.D. Director of Environmental Services (519)822-1260, ext. 2237 janet.laird@guelph.ca

COMMITTEE REPORT



TO Community Design and Environmental Services

Committee (CDES)

SERVICE AREA Community Design and Development Services

DATE November 16, 2009

SUBJECT The Rink Rats Community Fundraising Update

REPORT NUMBER 09-93

RECOMMENDATION

THAT report 09-93 from Community Design and Development Services, dated November 16, 2009, providing an update on the Ice Rink/Water Feature fundraising, and including a report from the Rink Rats community fundraising group, BE RECEIVED;

AND THAT Guelph City Council approve the Ice Rink/Water Feature Donor Recognition Corporate Policy and Procedure, as developed by Staff in response to the Rink Rats request;

AND THAT Guelph City Council supports the Rink Rats request for a Public Naming Competition for the Ice Rink/Water Feature, and directs that:

- the Naming Competition Jury to consist of the Commemorative Naming Committee, along with the Rink Rats and two representatives from the Lead Donor; and,
- the Municipal Property and Building Commemorative Naming Policy form the basis for the Competition process, with modifications to the themes and process as required to run a site-specific public competition as described in this report.

PURPOSE

This report provides an update from the Rink Rats, the community group that is raising funds for the construction of the ice/water feature in the Civic Square.

Two actions are recommended to support the fundraisers in securing a lead donor and ramping-up the public side of the ice rink/water feature campaign.

Approving this report also confirms the principle that naming rights for the Ice Rink/Water Feature are not available.

BACKGROUND

On May 26, 2008, Council approved the Market Place Strategic Urban Design Plan,

which provided direction on the redevelopment of the area around City Hall and railway corridor through Downtown Guelph (See Attachment 1). Also, in the 2009 Capital Budget, funds were approved for the construction of the Civic Square, in front of City Hall, with additional funds identified for the reconstruction of Carden and Wilson Streets.

REPORT

COMMUNITY FUNDRAISING

The Rink Rats initial work has focused to date on the 'quiet' side of the fundraising campaign, seeking major donors through the fall of 2008 and the first half of 2009. Understandably, the economic climate slowed their efforts. While there was a lot of interest, there were few commitments.

The Rink Rats have provided a report on the status of the fundraising campaign (Attachment 3). In it they request two initiatives that will allow them 1) to secure a lead donation and 2) ramp up the public campaign.

Staff have formalized the recommendations from the group into the following:

The Civic Square Ice Rink/Water Feature Donor Recognition Policy:

Staff have developed a Corporate Policy and Procedure to provide a site-specific framework for accepting and recognizing the financial contributions towards the construction of the Feature. It outlines a series of recognition strategies, the most visible being the creation of a permanent and integrated installation to form part of the outdoor feature recognizing gifts of \$10,000 or more.

The Civic Square Ice Rink/Water Feature Naming Competition:

The Rink Rats have requested that the City carry-out a public competition to name the Ice Rink/Water Feature. This process is meant to generate additional community focus and excitement about the facility and add momentum to the fundraising campaign. The competition is to be held during the first quarter of 2010 with a name recommended to Council by the end of the second quarter of 2010.

Staff have coordinated this request with the Naming Committee created under the Municipal Property and Building Commemorative Naming Policy adopted by Council in November 2008. The recommendation is the following:

That the Naming Competition Jury to consist of the Commemorative

Naming Committee (made up of 3 staff and 3 community members), as well as the Rink Rats and two representatives from the Lead Donor (total 12 members, including chair);

- That the Commemorative Naming Policy form the basis of the Competition process, with the following modifications as required to run a public competition:
 - Unique public notice and publicity campaign around the launch, entry submission process and Council approval for the name;
 - Upon approval, the integration of the name into the fundraising and Civic Square opening protocols (e.g. a dedication event which recognizes the winning entrant(s)).
- That the competition will call for submissions based on the following themes as they relate to Guelph:
 - Water and ice
 - o Visual attributes of the ice/water feature
 - Civic pride
 - Recreation
 - Celebration
 - o Heritage
- That the Naming Competition Jury, as a committee, will establish criteria to guide the adjudication process, make a jury report and present a recommendation on the winning name to Council.

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

The Civic Square Ice Rink/Water Feature community fundraising project is identified in the City's 2009 Capital Budget as RD0246 and targets \$2.0M to be raised by the community. The City has not assigned any debt to this account.

Through the Recreational Infrastructure Canada (RinC) fund, the Federal and Provincial governments are each providing \$500,000 towards the Ice Rink/Water Feature for a total of \$1.0M. The terms of the grant are that the project must be complete before the end of March 2011 to access the complete funding. The corporate intent is that the matching funds to the RinC grant are to be achieved through community fundraising efforts.

Costs and resources associated with the Naming Competition are to be paid through the fundraising campaign. The Civic Square project, which surrounds the Civic Square Ice Rink/Water Feature, is a \$6.7M capital budget (RD0168). This project integrates the ice rink/water feature into the overall design.

DEPARTMENTAL CONSULTATION

Community Services
Commemorative Naming Committee

COMMUNICATIONS

Extensive public discussion has taken place during the course of the design development. Meetings have been held with Staff, the Downtown Guelph Business Association, Heritage Guelph, many other community and business groups related to the use of the Square. From a community fundraising perspective, meetings have also been organized by the Rink Rats.

ATTACHMENTS

Attachment 1 – Council Motions, May 26, 2008

Attachment 2 - Civic Square Design Development, September 19, 2009

Attachment 3 – Fundraising Report, Rink Rats, November 9, 2009

Attachment 4 – Proposed Corporate Policy and Procedure for Ice Rink/Water Feature Donor Recognition

Prepared By:

Ian Panabaker
Urban Design Program Manager
Community Design & Development
Services
519-822-1260 x2475
ian.panabaker@quelph.ca

Recommended By:

Ann Pappert
Director
Community Services
519-822-1260 x2665
ann.pappert@guelph.ca

Recommended By:

James N. Riddell
Director
Community Design & Development
Services
519-822-1260 x2361
jim.riddell@quelph.ca

ATTACHMENT 1 – COUNCIL MOTIONS, MAY 26, 2008:

12.

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.

13.

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.

29.

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

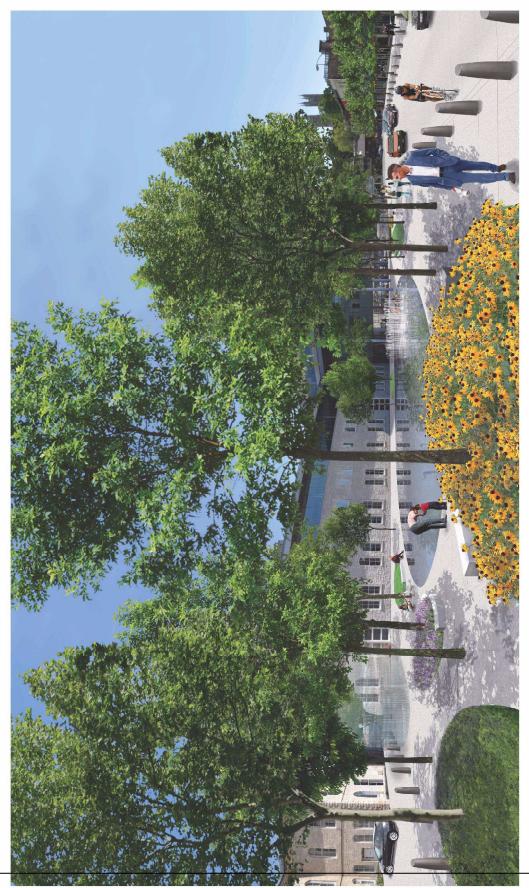
AND THAT staff be directed to implement the capital projects within the study area as generally described in Attachment 4: 'Downtown Capital Projects Sequence, May 5, 2008', based on the financial plan provided in the Tax Supported Capital Guideline recommendation presented to Council May 12, 2008, recognizing that the schedule may be adjusted to meet Council's capital financing guideline.

ATTACHMENT 2 – Civic Square Design Development – September 19, 2009:









Page 7 of 11

The Rink Rats Fundraising Report to City Council

UPDATE

We are pleased to report that the Rink Rats have raised at total of \$1.3 million to date toward the \$ million

capital campaign for the Ice Rink/Water Feature, of which \$20,000 has been received and \$1.28 n pledged.

These funds were raised over the previous 12 months as part of the 'quiet' phase of our campaign. September 19, 2009, we launched the 'public' phase of the campaign at the opening of City Hall, will display

of design renderings and distribution of promotional materials and a survey for visitors to complete.

The volatile economic climate this past year has made it especially difficult to secure major donations. However, we are pleased to report that the Rink Rats are currently in advanced discussions with a potential lead donor whose donation of \$400,000 would bring our total raised to \$1.7 million or 85% completion. A successful outcome to these discussions is dependent upon approval of the following request.

REQUEST

An approved process for donor recognition and naming of the Ice Rink/Water Feature is essential at this stage to help us secure a commitment from our potential lead donor and build momentum for the campaign. To that end we ask that Council approve the following two proposals:

Proposal for developing a Donor Recognition Program

That the Rink Rats and the lead donor representatives are invited to work with City staff and the civic square design consultant to develop a Donor Recognition Program that may include permanent site-specific signage and/or temporal signage in keeping with the final design of the Civic Square, written/verbal communications and an appropriately scaled public donor recognition event.

Rationale

An approved Donor Recognition program is an important tool in helping us complete the campaign successfully because it:

- Provides a visible and tangible way to recognize and thank donors
- Acts as an incentive to attract gifts
- Instills a sense of pride and involvement in our community

Proposal for promoting the Ice Rink/Water Feature as a community facility

A) That the Ice Rink/Water Feature is named through a public naming competition and that the community is invited to submit names that reflect the themes of:

- Water and ice
- Visual attributes of the ice/water feature
- Civic pride
- Recreation
- Celebration
- Heritage
- B) That the Rink Rats and two representatives from the lead donor are invited to sit on the naming jury as participants in the name selection process.

Rationale

A community-wide naming competition is an equally important tool for a successful outcome to our fundraising campaign because it:

- Provides a way for all members of the community to engage in the project
- Acts as promotional tool for the fundraising campaign
- Helps promote the Ice Rink/Water Feature as a community facility
- Contributes to civic pride

Respectfully submitted on November 9, 2009 by the Rink Rats:

Mark Goldberg Ken Hammill Audrey Jamal Mark Rodford POLICY Civic Square Ice Rink/Water Feature Donor

Recognition Process

CATEGORY Corporate

AUTHORITY Community Design and Development Services

RELATED POLICES N/A

APPROVED BY James N. Riddell, Director, CDDS

EFFECTIVE DATE November 24, 2009

REVISION DATE N/A

POLICY STATEMENT

To ensure a clear and transparent process for Donor Recognition*

Purpose

The purpose of this policy is to provide clear guidelines for public recognition of individuals and organizations that have confirmed Donations* to the citizen-led capital fundraising campaign to build the Ice Rink/Water Feature in front of City Hall.

Scope

This Policy applies to the recognition of Donors* who have contributed toward the building of the Ice Rink/Water Feature. This policy is not intended to apply to recognition of donations to the building, installation or purchase of any other component of the Civic Square in front of City Hall or any other municipal properties and buildings. Further, implementation of this policy will not supersede the principles and public processes approved by Council for the commissioning of public art in the Civic Square.

Definitions

1. **Donation:** A gift or contribution of cash, goods or services given voluntarily as a philanthropic act without any expectation for return, reward or entitlement, and for which a Charitable Tax Receipt can be issued. Contributions of skills or time through volunteer service do not qualify as donations, as they are not recognized as such in the Canadian Income Tax Act. In contrast, sponsorship is a contribution of cash, goods or services in return for commercial benefit. Goods and services will only be considered if they meet the requirements of the City of Guelph. Specific to this policy, the Ice Rink/Water Feature fundraising campaign

is a donor-focused campaign and does not include a sponsorship program.

- **2. Donor Recognition:** Refers to the acknowledgement and expression of thanks issued for a donation, and may be in the form of publically exhibited signage or an appropriate form of installation, written/verbal communications. Recognition can be permanent, temporal or time specific as outlined by the campaign's donation program.
- **3. Donor Recognition Committee (The Committee):** Comprised of the Urban Design Programme Manager, Director of Community Services (or Designate), Manager of Communications, the Rink Rats* and representatives from the Lead Donor.
- **4. Donors:** Persons or entities that make a charitable contribution to the City of Guelph or Citizen Committees associated with the City of Guelph.
- **5. Ice Rink/Water Feature:** The Ice Rink/Water Feature is the skating rink and water fountain and pool to be constructed in front of New City Hall, 1 Carden Street, and includes associated sitting areas, change rooms, washrooms and mechanical support areas.
- **5. Lead Donor:** Individual or organization that has made the largest donation to a fundraising campaign.
- **6. Rink Rats:** The citizen-led fundraising group charged by Council in 2008 to raise \$2 million to build the Ice Rink/Water Feature in front of City Hall.

ProceSS

The following section sets out the process for the development and implementation of the donor recognition program:

- 1. Council adopts the Donor Recognition Process based on a permanent site-specific recognition for donations of \$10,000 and up, and temporal signage and written/verbal communications for all levels of donation.
- 2. The Committee* will develop a detailed design for the permanent donor recognition signage/installation with the Civic Square landscape consultant. The Committee will also develop a detailed plan for temporal signage and written communications.
- 3. Staff will integrate the permanent donor recognition design into the Ice Rink/Water Feature project.
- 4. The Committee* will develop detailed plans for a public Dedication Ceremony to officially inaugurate the Ice Rink/Water Feature, unveil the Donor Recognition signage/installation, and formally thank all campaign donors.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE November 16, 2009

SUBJECT Royal City Park Plant Material Management Plan

REPORT NUMBER 09-97

RECOMMENDATION

THAT the Community Design and Development Services Report 09-97 dated November 16, 2009 pertaining to the Royal City Park Plant Material Management Plan be received;

AND THAT the Royal City Park Plant Material Management Plan dated November 9, 2009 prepared by Silv-Econ Ltd., including all the recommendations in Section 6 be approved;

AND THAT staff be directed to implement the Royal City Park Plant Material Management Plan starting in January 2010 to the extent possible within approved budgets;

AND THAT the funding shortfalls identified in Schedule 3 of CDES report 09-97 be considered by Council as part of the 2010 Budget deliberation.

BACKGROUND

Royal City Park is a 6.3 ha site located near the intersection of Wellington Street and Gordon Street in a prominent location straddling the Speed River. The Royal City Park Plant Material Management Plan was initiated as a response to public concern expressed about the proposed removal of 15 poor condition trees in Royal City Park in the summer of 2005. Council were notified in an information report of the need for the removals and work commenced. The work was stopped at the request of the Chief Administrative Officer, and a staff report was prepared to address the concerns. At the August 22, 2005 Council meeting, the following resolutions were adopted:

"THAT staff proceed with the immediate removal of identified trees in Royal City Park.

AND THAT staff present an expansion package requesting the undertaking of an urban forest strategic study and additional tree maintenance program for Council's consideration during the 2006 Budget Process".

The staff report explained that the "additional tree maintenance program" was "to provide for the development of specific plans for each of the existing City parks". The approved 2006 Tax-Supported Operating Budget noted that the expansion package was to provide "long term reforestation plans for our older existing City parks". However staff decided that the approved funds allowed for only one plan - Royal City Park - plus the initial Strategic Urban Forest Management Plan work. Parks Planning were selected to lead the Royal City project on behalf of Operations due to their parks master planning experience.

After a Request for Proposal process, Silv-Econ Limited, Resource Management Consultants were retained in 2007 to complete the plan with input from Operations and Parks Planning staff. The consultant team included Registered Professional Foresters and an International Society of Arboriculture Certified Arborist.

REPORT

Purpose

The purpose of this report is to request approval of the Royal City Park Plant Material Management Plan.

Issues

The predominant landscape in Royal City Park is mature, widely spaced trees with mown turf grass beneath. The park is well used, and its layout gives park users access to almost all areas under the trees. Many of the trees are in poor or declining condition, and given the proximity to park users, in staff opinion these trees pose considerable public safety hazards. Staff recommend a strategy of tree treatments aimed at minimizing these hazards, and a plan for new park plantings that respects all aspects of this important site.

Project Goal

The purpose of the management plan is to provide a long term vision for the park's main "soft" landscaping: the trees and ground level plants under them. It is intended to function as the guide for: short and long term cultural maintenance practices; timing and locations of removals; and timing, locations and species selection for replacements and new plantings in the park. The management plan seeks to balance park uses, public safety, maintenance, costs, cultural/historic, aesthetic, plant health and environmental aspects. The plan is not intended to be a park master plan nor a prescriptive planting plan, but rather a flexible guide for new plantings which can accommodate the various cultural conditions across the park and additions of recreational amenities such as future trails.

Project Process

Staff formulated the project scope based on initial comments received from the community and CDDS and Operations staff. The project work included a detailed inventory and tree health assessment by the consultant for all park trees, a review of a wide range of relevant background material, public consultation on a draft vision and options for plant material management, and preparation of a recommended plant material management plan based on all the background work. The final Royal City Park Plant Material Management Plan is attached (Schedule 1). The Recommended Plan includes a project report documenting all stages of the

project, a list of recommendations (Section 6), and a schematic plan illustrating the affect of the recommendations on the park's tree canopy over a 20 year period (Schedule E).

Study Results

The City consultant's tree inventory and hazard assessment was performed in accordance with current forest management best practices. This work revealed that there are 359 trees in the park representing 25 different species, and of these trees, half are mature (over 70 years in age), 38 percent are in fair condition, and 14 per cent are in poor condition. High hazard ratings were assigned to 58 of the trees. Observations on park use, tree and turf maintenance practices and a review of park history also provided important clues to tree health. Silv-Econ Ltd. recommends that 52 trees be immediately removed and replaced, with further removals and replacements as needed.

As further evidence of current hazards, staff note that there have been six large tree failures in the park from January 2008 to date. Notifications of these failures have been sent to members of Council, and photos appear in the project report.

The plant information, plus a review of park history and City environmental and cultural policies helped the study team create a draft vision and two draft alternative management plan options for public consideration.

Public Process

- A notice of public meeting was sent to approximately 300 property owners near the park and emailed to 15 stakeholder groups and Ward Five councillors.
- The study results, draft vision and two draft reforestation options were presented at a public meeting on June 23, 2009 in Council Chambers to 23 meeting attendees.
- All project materials were posted to the City website along with an online survey.
- The survey was completed by 29 people, and three stakeholder groups provided comments.
- The survey results indicated that the Option 2 reforestation strategy was the
 preferred, so it is proposed as the core part of the Recommended Plan as
 described under "Tree Maintenance, Removals and Planting" below. (Option 1
 proposed a tree removal and replacement scheme similar to the City's
 current practice).
- The comments also supported: a vision statement including detailed tree health and environmental goals, invasive species removal, and limited naturalization areas where appropriate. Some people expressed strong concerns about the proposed tree removals.
- After further work, a second public meeting notice was emailed to all first meeting attendees, 15 stakeholder groups and Ward Five councilors, along with an invitation to comment.
- The revised project report, vision and draft recommended plan were presented at a second public meeting on October 27, 2009, with eight people in attendance.
- All revised project materials were posted to the City website with an

invitation to comment.

- Nine comments were received after the October 27th meeting; four of these were from stakeholder groups.
- The comments generally confirmed support for the Recommended Plan approach and naturalization. Some suggested more tree species, and some expressed concern about the proposed tree removals. One of the most frequent comments at the second public meeting and in written submissions was concern that sufficient funds may not be available to implement the Plan.

See Schedule 3 for a chart summarizing the public comments and how the study team has addressed them. See the project report Appendices for a complete record of public comments and meeting notes.

Recommended Plan

The final Royal City Park Plant Material Management Plan recommendations are:

o Vision:

"To manage the vegetation in Royal City Park by applying best practices to proactively maintain a healthy¹, and diverse predominantly native tree population with a canopy cover of at least 54% by 2030, which will contribute to public enjoyment, aesthetics, and environmental benefits while respecting the park's cultural heritage."

Tree Maintenance, Removals and Planting:

- Remove and replace the 52 trees that have been recommended for immediate removal.
- Plant 20 trees annually over the next five years beneath the remaining mature trees that are expected to decline in health over the next 20 years and potentially require removal.
- Plant an additional 34 trees over the next five years in open areas on the south side of the Speed River to further enhance tree canopy in the park.
- Use large sized trees, i.e. 60 mm in diameter at 15 to 30 cm above the root collar, for any new plantings.
- Species selection for new tree plantings will be at staff discretion, but will consider species from sample list (Table 10) to assist in achieving the vision.
- Implement arboricultural treatments on 194 trees that have been identified for pruning.
- Routinely inspect the trees in the park, including newly planted trees, to identify potential hazards or defects that may require treatment.
- Perform further tree treatments as needed, including removals if necessary.

_

¹ Healthy trees exhibit vigorous, symmetrical crowns showing even development on all sides, with little evidence of excessive whipping or crowding damage. Vigorous trees usually show firm bark that can accommodate rapidly growing stem diameters and fine branching, with the numerous branchlets and twigs contributing to a dense crown with a large leaf area. Healthy trees show no sign of active decay, chronic or acute insect attack, large open wounds, tissue necrosis, dieback or chlorotic foliage. The tree may be slightly leaning, and have some dead limbs.

Turf Maintenance:

- Ensure a consistent minimum 75mm cut height for turf grass.
- Apply top dressing to areas immediately adjacent to pronounced surface tree roots using a thin layer of topsoil and grass seed to help keep the mowing equipment level and minimize root abrasion.
- If necessary, establish mulch beds under trees with pronounced surface roots to protect roots and the root collar from damage.
- Maintain a generous mulch ring around all newly planted trees until trees are well established; no string trimming or mowing within these rings.

Removal of Invasive Species

- Remove invasive species from the two areas where they have been identified.
- If necessary, implement further treatments at staff discretion to prevent further invasive species establishment.
- Facilitate volunteers who wish to participate in invasive species removal.

40 Wellington Street Area

• If necessary, prune, remove and/or add plant material near 40 Wellington Street at the time of site development to allow for pedestrian connections and unobstructed sightlines between the site and park.

Naturalization

- Establish a few small naturalized areas as group plantings of shrubs around newly planted trees in locations with lower intensity use, employing the guidelines below.
- Use bed configurations that avoid blocking sightlines through the park and to the river. Plant with native material appropriate to site conditions.
- Maintain mulch beds and plant material for a tidy appearance, invasive species control, unobstructed sightlines and plant health benefits.
- Naturalize the existing shrub bed adjacent to apartment building on Water Street to same guidelines.
- Facilitate volunteers who wish to participate in naturalization.
- Assess success and public reception of initial naturalization sites and establish and maintain further naturalization areas if feasible using same guidelines.

Work Schedule

The Recommended Plan is to be implemented over a five-year period. Assessments of the turf, invasive species and naturalization work will be performed by Operations staff during the implementation period and adjustments to these tasks as allowed by the plan recommendations may be made as required. In 2014 the main project implementation tasks end, and after that staff will conduct regular tree inspections, pruning and removals of existing trees as needed, and routine maintenance of new plantings and turf per the recommendations to achieve the plan's vision.

Alternatives

In the professional opinion of the City's consultants and staff there are no other viable alternatives to the recommended immediate removal of the identified 52

trees from the park. Given their condition, not proceeding with the removals, delaying the removals or performing any other treatments (such as pruning or bracing) on these trees is not recommended, and will perpetuate the existing public safety hazards and continue to expose the Corporation to liability.

Conclusion

Staff believe that the Recommended Plant Material Management Plan for Royal City Park represents the culmination of a comprehensive process which incorporates public input and balances park uses, public safety, maintenance, costs, cultural/historic, aesthetic, plant health and environmental aspects, and also directly supports the City's tree canopy coverage objective as noted below.

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; Strategic Objective 6.6: A biodiverse City with the highest tree canopy percentage among comparable municipalities.

FINANCIAL IMPLICATIONS

Existing project funding: The majority of the project's labour costs are to be covered by the projected 2010-2014 Operations Tax-Supported Forestry Operating Budgets.

Requested project funding: \$ 91,850 - Spread over five budget years (See Schedule 3: Budget Schedule - costs per year). This includes all remaining project costs that will not be covered by projected Operations Budgets (shortfall), including: all plant material supply costs; labour costs for naturalization and invasive species removal. Less urgent items have been indicated in the later years.

Source: Expansions to the 2010 to 2014 Operations Tax-Supported Forestry Operating Budgets

Other possible ways suggested by staff to cover some of these costs could be community grants, donations or volunteer contributions. However, to ensure that the project is implemented, staff are recommending that the requested funds be added to City budgets, and if there are offers of assistance staff will explore them.

CONSULTATION

Operations

ATTACHMENTS

Schedule 1: Royal City Park Plant Material Management Plan

Schedule 2: Public Comments Summary

Schedule 3: Budget Schedule

T:\Planning\CD&ES REPORTS\2009\(09-97) Royal City Committee Report-final.doc

Prepared By:

Helen White Parks Planner 519-822-1260 x2298 Helen.white@guelph.ca

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

Recommended By:

D. mung Carera

Murray Cameron per Derek McCaughan Director of Operations 519-822-1260 x2018 Derek.mccaughan@guelph.ca

Schedule 1

Royal City Park Plant Material Management Plan Final Report – November 9, 2009

The five drawing sheets (Schedules A to E) that accompany this report are available online at:

Guelph.ca > Living > Parks and Trails > Royal City Park Plant Material Management Plan

Schedule 2

Royal City Park Plant Material Management Plan Public Comment Summary

Public Comments	Study Team Response
Meeting #1	•
1) Do you agree with the vision statement? No - 55%	Made several amendments to draft vision statement
2) If no, how would you improve it?	
Define "healthy" trees	Included in recommended vision statement
Set target for percent canopy cover	Included in recommended vision statement
Maximize tree lifespan	Study team does not recommend this as a goal because the lifespan of a tree is affected by many factors including site conditions, insects and diseases, mechanical damage. The recommended arboricultural practices and modifications to turf maintenance are intended to enhance the lifespan of both existing trees that are in good condition and new tree plantings.
Add diversity of species	Included in recommended vision statement
Add good maintenance practices	Included in recommended vision statement
Use native species	"Predominantly native" included in recommended vision statement. The study team recommends allowing for some non-native tree species, because the Plan recommends retaining some existing non-native trees, and as an option for new plantings in difficult site conditions, or for aesthetic reasons.
4) Why do you prefer this option?	
Most common reasons: rate of planting; more proactive approach	
5) Are you in favour of naturalization areas? Yes - 86%	Limited naturalization areas proposed in the Recommended Plan
6) Why? Why not?	
Not near river	Naturalization permitted near river, but subject to same restrictions as naturalization throughout the park: in small areas so turf remains predominant ground cover; not to block sightlines
Not near high use areas	In recommendations section
Keep open feel of park	Naturalization recommended in small areas with turf remaining as predominant ground cover; not to block sightlines through park

Public Comments	Study Team Response
Naturalization should not block sightlines	In recommendations section
Naturalization should be in localized areas	In recommendations section
Locate near Water St apartments east boundary & near 40 Wellington St south boundary (invasive species removal areas on Recommended Plan)	Water St site is recommended for naturalization Wellington St site not recommended for naturalization due to incompatibility with urban design vision for adjacent development site
Naturalization not aesthetically appropriate	Recommended naturalization type is a mix of native shrubs in continuous maintained wood chip beds along with 60mm caliper tree plantings (i.e. a more controlled appearance than in other naturalization areas in the City) Only a few pilot naturalization sites are recommended initially, with assessment of success (plant growth and public acceptance) by staff prior to establishing further sites
7) Please provide any other comments that you think would help staff develop the Plant Material Management Plan for Royal City Park	
Replace invasive plant species with native plants	Staff to consider native plantings where appropriate
Only use native plants for new plantings	Recommended sample plant species list is predominantly native, with some non-native species for difficult site conditions or for aesthetic reasons.
Mulch large surface tree roots	Incorporated into recommendations
Explore other alternatives to removals	Industry best practices followed in evaluation of tree health; all alternatives to removals were explored.
Provide staff training (tree and turf maintenance)	All Forestry and turf maintenance staff are trained technicians; supervisor and two other Forestry staff are International Society of Arboriculture (ISA) certified arborists. ISA certification requires continuing education.
Leave dead trees standing	Not safe such an intensively used park, especially if hazard trees
Disagree with hazard evaluation	Evaluation based on industry best practices
Use specific species	Suggestions incorporated if appropriate to site

Public Comments	Study Team Response
Meeting #2	
General support for the	Recommended Plan proposed as final with minor
Recommended Plan approach	modifications.
Support for naturalization	Naturalization in Recommended Plan
Concerns that the Plan will not	Costs of the proposed work have been identified
receive adequate funding and	for Council's consideration. Items have been
portions might not be	spread over 5 years to lessen impacts on annual
implemented.	budgets. Less urgent items have been indicated later in the schedule.
Do not remove naturalized area	
Do not remove naturalized area near 40 Wellington Street site	See Recommendations re: 40 Wellington St site. Many of the plants near this boundary are small
Hear 40 Wellington Street site	invasive trees and other invasive plants, which
	are recommended for removal within the 5-year
	plan implementation period.
	The remainder of the vegetation in the area will
	remain and be assessed once the development
	configuration is known to decide what if any other
	treatments will occur.
	Further naturalization areas are in the
	Recommended Plan
Add tree species to list	Several suggested trees added to Sample Tree
Add tree species to list	Species List. Final species selection at staff
	discretion.
Concerned about tree removals	All of the trees recommended for immediate
	removal have multiple structural defects. The
	health of the trees in the park was assessed in
	the winter of 2008 and again in June 2008 after
	they were in full leaf. At that time a priority rating
	(high, medium, low) was assigned to assist with
	scheduling the recommended arboricultural
	treatments over a three year period beginning in
	January 2009. Almost two years have passed
	since the initial assessments were done, the
	treatments have not been implemented, and the health of these trees has continued to
	deteriorate. It is now imperative that these trees
	be removed and replaced immediately in the
	interests of public safety, and so that the process
	of renewing the park's tree canopy can begin.
	or renewing the park's tree carropy can begin.

Schedule 3

Royal City Park Plant Material Management Plan
Budget Schedule (Recommended Timing 2010-2014):

							Costs per	Year				
			201	LO	20	11	20:	12	20	013	20	14
Activity	# of trees	Grand Totals	In Budget	Not in Budget	In Budget	Not in Budget	In Budget	Not in Budget	In Budget	Not in Budget	In Budget	Not in Budget
Tree Removal	52	\$43,650	Labour \$43,650									
Pruning (High and medium priority trees are pruned in 2010 while low priority trees are pruned in 2011)	194	\$40,050	Labour \$26,550		Labour \$13,500							
Planting- Tree Replacements (60mm caliper trees)	52	\$28,600	Labour \$15,600	Trees \$13,000								
Successional planting (60mm caliper trees - 20 per year)	100	\$55,000	Labour \$6,000	Trees \$5,000	Labour \$6,000	Trees \$5,000	Labour \$6,000	Trees \$5,000	Labour \$6,000	Trees \$5,000	Labour \$6,000	Trees \$5,000
Additional planting in open areas & at trails (60mm caliper trees)	34	\$18,700			Labour \$4,800	Trees \$4,000	Labour \$5,400	Trees \$4,500				
-							Costs per	Year				
			201	10	20	11	20:	12	20	013	20	14
Activity	# of trees	Grand Totals	In Budget	Not in Budget	In Budget	Not in Budget	In Budget	Not in Budget	In Budget	Not in Budget	In Budget	Not in Budget

Page 12 of 14

CITY OF GUELPH COMMITTEE REPORT

Grand Total		\$250,800	\$120	,780	\$36,	,630	\$38	,390	\$27	7,500	\$27	,500
Total - Not in Budget		\$91,850	-	\$19,800	-	\$9,900	-	\$25,850	-	\$20,900	-	\$15,400
Total - In Budget		\$158,950	\$100,980	-	\$26,730	-	\$12,540	-	\$6600	-	\$12,100	-
10% Contingency	1	\$22,800	\$9,180	\$1,800	\$2,430	\$900	\$1,140	\$2,350	\$600	\$1,900	\$1,100	\$1,400
Naturalization	-	\$25,000						Labour & Plants \$10,000		Labour & Plants \$10,000		Labour & Plants \$5,000
Invasive species control	1	\$12,000						Labour & Plants \$4,000		Labour & Plants \$4,000		Labour & Plants \$4,000
Pruning of newly planted trees	100	\$5,000									Labour \$5,000	

Note: This budget does not account for additional removals that may be required as a result of storm damage or further decline in tree health since the tree health evaluation was completed for this project. The costs are based on current City labour rates.

Total – In Budget: indicates the portion of the total project costs included in the proposed 2010 Operations Tax-Supported Operating Budget, and anticipated to be included in the 2011 to 2014 Operating Budgets.

Total – Not in Budget: indicates the portion of the total project costs not already included in the proposed 2010 Operations Tax- Supported Operating Budget, and not anticipated to be included in the 2011 to 2014 Operating Budgets. **These are the amounts proposed as expansions to the projected 2010 – 2014 Operations Tax-Supported Forestry Operating Budgets.**

Grand Total: indicates the total project costs including labour and materials

Page 13 of 14

CITY OF GUELPH COMMITTEE REPORT

Committee Mandate and Charter Community Development & Environmental Services Committee

A. Mandate of the Community Development & Environmental Services Committee:

1. Mandate

The Committee's mandate defines its core areas of management and responsibility. Established by Procedural Bylaw (1996)-15200 for Standing Committees, it is the mandate of the Community Development & Environmental Services Committee ensure that appropriate policies, principles, procedures and roles are established for the following functional areas:

- i. Community Design & Development Services:
 - a. Building Services
 - b. Engineering Services
 - c. Development and Parks Planning
 - d. Policy Planning and Urban Design
- ii. Environmental Services
 - a. Solid Waste Resources
 - b. Wastewater Services
 - c. Waterworks

2. Composition of the Committee

- I. The Committee will be comprised of four members of Guelph City Council and the Mayor.
- II. Additional staff members or specialists may be called upon to conduct research, communications or any other Committee identified requirements.

B. Charter of the Community Development & Environmental Services Committee:

The Committee's Charter outlines how the Committee will satisfy the requirements set forth by Council in its mandate. This Charter is comprised of:

- Operating principles;
- · Responsibilities and duties; and
- Operating procedures

I. Operating Principles

All Committee work will be carried out in accordance with provisions of the Municipal Act and the Committee will fulfill its responsibilities within the context of the following principles:

i) Committee Values

The Council's Code of Conduct, transparency and accountability will guide Committee efforts and promote interaction with the highest ethical standards

and professionalism while ensuring that the best interests of the community are met. The Council endorsed corporate values of wellness, integrity and excellence will also be observed.

ii) Communications

The Committee Chair will act as the primary spokesperson for any media related inquiries.

iii) Meeting Agenda

Committee meeting agendas shall be the responsibility of the Chair of the Committee in consultation with Committee members and staff.

iv) Notice of Meetings

Public notice of all committee meetings will be provided on the City's electronic general calendar at least 72 hours prior to a meeting; by posting a notice in City Hall at least 72 hours prior to the meeting; and by publication in a local paper at least 72 hours prior to the meeting.

It is recognized that some items consistent with Section 239 in the Municipal Act may require a meeting to be closed to the public. The holding of any closed meetings and the general nature of the matter to be considered will be made public to ensure full transparency.

v) Committee Expectations and Information Needs

Meeting minutes will be recorded and distributed to Committee members with each meeting agenda.

Any discussions that lead to the formulation of recommendations for Council consideration will take place at the Committee meetings only and not through electronic or other outside exchanges.

All pertinent information will be shared with all Committee members in advance of meetings. This can include but not be limited to meeting minutes, any supplemental information, public input, media requests etc.

vi) Reporting to Council

The Committee will report to Council with recommendations for approval.

II. Responsibilities and Duties

Specific roles and responsibilities for the Committee as a whole, Chair and Committee members include:

Committee:

- To make recommendations and offer advice for the consideration of Guelph City Council with respect to:
 - Community Design & Development Services:
 - o Building Services
 - Engineering Services

- Development and Parks Planning
- Policy Planning and Urban Design
- Environmental Services
 - Solid Waste Resources
 - Wastewater Services
 - Waterworks

Chair:

The Committee Chair will be responsible for:

- To maintain order and decorum during meetings, decide questions of
- procedure, and generally ensure that the Committee work proceeds
- smoothly according to the Committee's work plan.
- To ensure adequate and appropriate opportunities are provided for input by the public and other key stakeholders at meetings;
- To engage all members in the decision making process.

Committee Members:

- The Committee members will be responsible for:
- To read all agenda material, and seek clarification on any matters prior to
- meetings in order to make the most effective use of the Committee's time;
- To attend meetings and participate fully in all Committee work;
- To debate the issues in an open, honest and informed manner to assist the decision-making process;
- To actively contribute to reaching Committee recommendations and
- directions; and
- To represent and advocate on behalf of constituents, keeping in mind the entire municipality when considering and addressing issues.

iii. Operating Procedures

- i. The Committee shall meet on the third Monday of each month.
- ii. A quorum shall be a majority of the whole committee (3).
- iii. In the event, consensus cannot be achieved on a recommendation to be
- iv. made to Council, the normal voting process will occur consistent with approved by-laws.
- v. Any rule not stated herein is deemed to be provided in By-law 1996-15200 Consolidate Procedural By-law.
- vi. The Chair shall vote on any motion.

Community Development & Environmental Services Closed Meeting Agenda

Monday November 16, 2009 - 12:30 p.m.

ITEMS FOR DIRECTION

- 1. Citizen Appointments to the Transit Growth Strategy and Plan Advisory Committee
 - S. 239 (2) (b) personal matters about identifiable individuals

- ADDENDUM -

- Community Development and Environmental Services Committee Council Chambers

1) Royal City Park Plant Material Management Plan (CDES-2009 A.45)

Delegations

• Judy Martin on behalf of the Sierra Club of Canada Ontario Chapter

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, November 16, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, November 16, 2009 in Council Committee Room at 12:30 p.m.

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

Also Present: Councillor Beard

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. T. Agnello Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

 Moved by Councillor Bell Seconded by Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on October 19, 2009 be adopted as amended to include Councillor Bell as present.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- The Rink Rats Community Fundraising Update
- Royal City Park Plant Material Management Plan
- Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the balance of the November 16, 2009 Community Development & Environmental Services Consent Agenda as identified below be approved:

a) Public Promotion Action Plan for Drinking Water Consumption – Progress Update

THAT the report of the Director of Environmental Services, dated November 16, 2009 providing a progress update on the Public Promotion Action Plan for Drinking Water Consumption, be received for information;

AND THAT the Mayor and Clerk be authorized to sign an agreement between the City of Guelph and Regional

REPORT

Community Development and Environmental Services Committee

Page 2

Municipality of Waterloo for the development of the Portable Potable Water Supply Station Feasibility and Best Practices Review.

b) Committee Mandate and Charter

REPORT

THAT the Committee Mandate and Charter for the Community Development and Environmental Services Committee be approved.

Carried

The Rink Rats Community Fundraising Update

Mr. Panabaker, Urban Design Program Manager, provided a brief update of the fundraising efforts and progress to date. He outlined details regarding the donation recognition program and naming competition being recommended by staff. He stated that the naming submissions would focus on themes and not be people's names or corporate names.

3. Moved by Councillor Piper Seconded by Mayor Farbridge

THAT report 09-93 from Community Design and Development Services, dated November 16, 2009, providing an update on the Ice Rink/Water Feature fundraising, and including a report from the Rink Rats community fundraising group, be received;

AND THAT Guelph City Council approve the Ice Rink/Water Feature Donor Recognition Corporate Policy and Procedure, as developed by Staff in response to the Rink Rats request;

AND THAT Guelph City Council supports the Rink Rats request for a Public Naming Competition for the Ice Rink/Water Feature, and directs that:

- the Naming Competition Jury to consist of the Commemorative Naming Committee, along with the Rink Rats and two representatives from the Lead Donor; and,
- the Municipal Property and Building Commemorative Naming Policy form the basis for the Competition process, with modifications to the themes and process as required to run a site-specific public competition as described in this report.

Carried

REPORT

Royal City Park Plant Material Management Plan

Ms. Helen White, Parks Planner, provided a brief synopsis of the history and scope of the management plan.

Mr. Chris Gynan, provided an overview of the objectives of the plants material management plan and scope of work. He reviewed their observations as they relate to the tree inventory, tree health and hazard ratings. He outlined a couple of options to handle the plant material and highlighted key points of the recommended plan.

Ms. Judy Martin, on behalf of the Sierra Club of Canada Ontario Chapter raised the following issues:

- maintenance of mature trees should be integral to the plan;
- the definition of healthy trees is too rigid;
- the trees listed as high priority for removal is too high;
- high priority removal and pruning should be done before medium priority removal is begun;
- clarification is needed regarding the naturalization of the park;
- the canopy loss should be mitigated;
- some dead trees and downed logs should be left;
- the pollination park should not be mowed over; and
- a demonstration pollinator park area should be considered.

Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the Community Design and Development Services Report 09-97 dated November 16, 2009 pertaining to the Royal City Park Plant Material Management Plan be received;

AND THAT the Royal City Park Plant Material Management Plan dated November 6, 2009 prepared by Silv-Econ Ltd., including all the recommendations in Section 6 be approved;

AND THAT staff be directed to implement the Royal City Park Plant Material Management Plan starting in January 2010 to the extent possible within approved budgets;

AND THAT the funding shortfalls identified in Schedule 3 of CDES report 09-97 be considered by Council as part of the 2010 Budget deliberation.

RFPORT

Carried

November 16, 2009

Community Development and Environmental Services Committee

Page 4

5. Moved by Councillor Piper Seconded by Councillor Bell

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public with respect to Citizen Appointments to the Transit Growth Strategy and Plan Advisory Committee: S 239(2)(b) personal matters about identifiable individuals

Carried

The remainder of the meeting was closed to the public.

6. Moved by Mayor Farbridge Seconded by Councillor Piper

OF THE WHOLE

REPORT TO COMMITTEE THAT staff be given direction with respect to citizen appointments to the Transit Growth Strategy and Plan Advisory Committee.

Carried

Meeting Adjourned at 1:37 p.m.

Next Meeting: December 14, 2009

Chairperson	

committee AGENDA



TO Community Development & Environmental Services

Committee

DATE December 14, 2009

LOCATION Council Committee Meeting Room (112)

TIME 12:30 p.m.

disclosure of pecuniary interest

confirmation of minutes - November 16, 2009

PRESENTATIONS (Items with no accompanying report)

a)

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

Item	City Presentation	Delegations	To be Extracted
CDES 2009-47 68-76 Wyndham Street South Environmental Study Grant Request			
CDES 2009-48 Proposed Renaming of Wellington Street to John Galt Parkway		Irwin Ross	V
CDES 2009-49 Norfolk/Woolwich/Norwic h Five Points Intersection		 Carin Headrick Paul Reeve A representative of Wall-Custance Funeral Home 	√
cdes 2009-50 Proposed Changes to Lodging House and Two- Unit House Administrative Procedures			

CDES 2009-51 Accessibility	Leanne Warren	$\sqrt{}$
for Ontarians with		
Disabilities Act - Accessible		
Customer Service Standard		

Resolution to adopt the balance of the Community Development & Environmental Services Committee Consent Agenda.

CORRESPONDENCE

items extracted from consent agenda

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

Other business

IN CAMERA

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public with respect to:

Citizen Appointments Various Boards & Committees

S 239(2)(b) personal matters about identifiable individuals

Next meeting - January 18, 2010

The Corporation of the City of Guelph Community Development & Environmental Services Committee Manday, Navambar 16, 2000, 12:20 p.m.

Monday, November 16, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, November 16, 2009 in Council Committee Room at 12:30 p.m.

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

Also Present: Councillor Beard

Staff in Attendance: Mr. J. Riddell, Director of Community Design and Development Services; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. T. Agnello Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

 Moved by Councillor Bell Seconded by Mayor Farbridge

THAT the minutes of the Community Development and Environmental Services Committee meeting held on October 19, 2009 be adopted as amended to include Councillor Bell as present.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- The Rink Rats Community Fundraising Update
- Royal City Park Plant Material Management Plan
- 2. Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the balance of the November 16, 2009 Community Development & Environmental Services Consent Agenda as identified below be approved:

a) Public Promotion Action Plan for Drinking Water Consumption – Progress Update

THAT the report of the Director of Environmental Services, dated November 16, 2009 providing a progress update on the Public Promotion Action Plan for Drinking Water Consumption, be received for information;

REPORT

AND THAT the Mayor and Clerk be authorized to sign an agreement between the City of Guelph and Regional

November 16, 2009

Community Development and Environmental Services Committee

Municipality of Waterloo for the development of the Portable Potable Water Supply Station Feasibility and Best Practices Review.

b) **Committee Mandate and Charter**

REPORT

THAT the Committee Mandate and Charter for the Community Development and Environmental Services Committee be approved.

Carried

Page 2

The Rink Rats Community Fundraising Update

Mr. Panabaker, Urban Design Program Manager, provided a brief update of the fundraising efforts and progress to date. He outlined details regarding the donation recognition program and naming competition being recommended by staff. He stated that the naming submissions would focus on themes and not be people's names or corporate names.

3. Moved by Councillor Piper

Seconded by Mayor Farbridge

Rats community fundraising group, be received;

AND THAT Guelph City Council approve the Ice Rink/Water Feature Donor Recognition Corporate Policy and Procedure, as developed by Staff in response to the Rink Rats request;

Services, dated November 16, 2009, providing an update on the Ice Rink/Water Feature fundraising, and including a report from the Rink

THAT report 09-93 from Community Design and Development

AND THAT Guelph City Council supports the Rink Rats request for a Public Naming Competition for the Ice Rink/Water Feature, and directs that:

- the Naming Competition Jury to consist of the Commemorative Naming Committee, along with the Rink Rats and two representatives from the Lead Donor; and,
- the Municipal Property and Building Commemorative Naming Policy form the basis for the Competition process, with modifications to the themes and process as required to run a site-specific public competition as described in this report.

REPORT

Carried

Royal City Park Plant Material Management Plan

Ms. Helen White, Parks Planner, provided a brief synopsis of the history and scope of the management plan.

Mr. Chris Gynan, provided an overview of the objectives of the plants material management plan and scope of work. He reviewed their observations as they relate to the tree inventory, tree health and hazard ratings. He outlined a couple of options to handle the plant material and highlighted key points of the recommended plan.

Ms. Judy Martin, on behalf of the Sierra Club of Canada Ontario Chapter raised the following issues:

- maintenance of mature trees should be integral to the plan;
- the definition of healthy trees is too rigid;
- the trees listed as high priority for removal is too high;
- high priority removal and pruning should be done before medium priority removal is begun;
- clarification is needed regarding the naturalization of the park;
- the canopy loss should be mitigated;
- some dead trees and downed logs should be left;
- the pollination park should not be mowed over; and
- a demonstration pollinator park area should be considered.

4. Moved by Mayor Farbridge Seconded by Councillor Piper

THAT the Community Design and Development Services Report 09-97 dated November 16, 2009 pertaining to the Royal City Park Plant Material Management Plan be received;

AND THAT the Royal City Park Plant Material Management Plan dated November 6, 2009 prepared by Silv-Econ Ltd., including all the recommendations in Section 6 be approved;

AND THAT staff be directed to implement the Royal City Park Plant Material Management Plan starting in January 2010 to the extent possible within approved budgets;

AND THAT the funding shortfalls identified in Schedule 3 of CDES report 09-97 be considered by Council as part of the 2010 Budget deliberation.

REPORT

November 16, 2009 **Community Development and Environmental** Page 4 **Services Committee**

5. Moved by Councillor Piper Seconded by Councillor Bell

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public with respect to Citizen Appointments to the Transit Growth Strategy and Plan Advisory Committee; S 239(2)(b) personal matters about identifiable individuals

Carried

The remainder of the meeting was closed to the public.

6. Moved by Mayor Farbridge Seconded by Councillor Piper

OF THE WHOLE

REPORT TO COMMITTEE THAT staff be given direction with respect to citizen appointments to the Transit Growth Strategy and Plan Advisory Committee.

Carried

Meeting Adjourned at 1:37 p.m.

Next Meeting: December 14, 2009

Chairperson

COMMUNITY DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE CONSENT AGENDA

December 14, 2009

Members of the Community Development & Environmental Services Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Community Development & Environmental Services Committee Consent Agenda will be approved in one resolution.

Α	Reports	from	Admin	istrative	Staff
---	---------	------	--------------	-----------	-------

REPORT DIRECTION

CDES-2009 A.47 **68-76 Wyndham street south environmental study grant request**

Approve

THAT community Design and Development Services Report 09-101, dated December 14, 2009 regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the property known municipally as 68-76 Wyndham Street South, be received;

AND THAT the request for financial assistance made by the property owner under the Environmental Study Grant Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the property known municipally as 68-76 Wyndham Street South be approved to an upset total of \$10,000 upon the completion of a Phase 2 Environmental Site Assessment and, if required, an additional grant to an upset total of \$10,000 upon the completion of a Remedial Work Plan;

AND THAT staff be directed to proceed with finalizing an Environmental Study Grant and Information Sharing Agreement with the owner of 68-76 Wyndham Street South;

AND THAT the Mayor and Clerk be authorized to sign the Environmental Study Grant and Information Sharing Agreements.

CDES-2009 A.48 PROPOSED RENAMING OF WELLINGTON STREET TO JOHN GALT PARKWAY

Approve

THAT Report 09-103 dated December 14, 2009 regarding the renaming of

Wellington Street from Community Design and Development Services be received;

AND THAT City Council directs that no further action be taken on the request to rename Wellington Street to John Galt Parkway.

CDES-2009 A.49 NORFOLK/WOOLWICH/NORWICH FIVE POINTS INTERSECTION

Approve

THAT Report 09-102, dated December 14, 2009 regarding a roundabout design at Norfolk/Woolwich/Norwich Five Points Intersection from Community Design and Development Services be received;

AND THAT a roundabout design option not be implemented at the Norfolk/Woolwich/Norwich Five Point Intersection;

AND THAT staff review, design and implement pedestrian, cyclist and vehicular traffic improvements, where possible, as part of the Norfolk Street reconstruction project in 2010;

AND THAT staff continue to review possible future locations for roundabout designs to be implemented when intersections are proposed or reconstructed.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE December 14, 2009

SUBJECT 68-76 Wyndham Street South Environmental Study

Grant Request

REPORT NUMBER 09-101

RECOMMENDATION

"THAT Community Design and Development Services Report 09-101, dated December 14, 2009 regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the property known municipally as 68-76 Wyndham Street South BE RECEIVED;

AND THAT the request for financial assistance made by the property owner under the Environmental Study Grant program pursuant to the Brownfield Redevelopment Community Improvement Plan for the property known municipally as 68-76 Wyndham Street South BE APPROVED to an upset total of \$10,000 upon the completion of a Phase 2 Environmental Site Assessment and, if required, an additional grant to an upset total of \$10,000 upon the completion of a Remedial Work Plan;

AND THAT staff be directed to proceed with finalizing an Environmental Study Grant and Information Sharing Agreement with the owner of 68-76 Wyndham Street South;

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

BACKGROUND

The site is comprised of properties known municipally as 68-76 Wyndham Street South (Attachment A). The site area is 0.14 hectare (0.35 acre) and is located south east of the intersection of Wyndham Street South and Howitt Street. The site is designated General Residential in the City's Official Plan and is currently zoned R1.B, which permits a detached dwelling, accessory apartment, bed and breakfast, day care centre, home occupation, or lodging house. A portion of the site currently

contains a 'vehicle sales establishment' use, which has been deemed legal nonconforming by the City as this use was legally established prior to the approval of the Zoning By-law in 1995 and has continually existed since that time.

The Site is also located within the floodplain which is regulated by the Grand River Conservation Authority and is subject to the special policy area provisions contained within Section 7.14 of the City's Official Plan.

The City of Guelph Brownfield Redevelopment Community Improvement Plan (CIP) consists of financial incentive programs that are intended to stimulate private sector investment in the reuse and redevelopment of brownfield sites and partially offset the costs associated with site assessment and remediation. The Brownfield Redevelopment CIP was approved by the Minister of Municipal Affairs and Housing in March of 2004 and amended by City Council at its July 7, 2008 meeting to make some of these financial incentives available to a larger area, including the subject site.

REPORT

The owner of 68-76 Wyndham Street South has submitted an application (Attachment B) under the City's Brownfield Redevelopment CIP for Environmental Study Grants to partially offset costs associated with a proposed Phase 2 Environmental Site Assessment and, if necessary, a Remedial Work Plan. A Phase 1 Environmental Site Assessment has been completed and demonstrates that there is a potential for on-site contamination. While no planning applications have been submitted, the owner has proposed two multiple unit residential walk-up buildings, which will require a zoning by-law amendment in the future.

Environmental Study Grants are available for both Phase 2 Environmental Site Assessments and Remedial Work Plans under the City's Brownfield Redevelopment CIP (Attachment C). The Environmental Study Grants reimburse up to 50 percent or to a maximum of \$10,000 (whichever is the lesser) for each upon submission of the study results.

All program application requirements have been satisfied and Community Design and Development Services staff support the grant request. The completion of a Phase 2 Environmental Site Assessment will determine the environmental condition of the soil and groundwater beneath the site and whether soil and/or groundwater cleanup is required prior to redevelopment of this site for residential use. The redevelopment of this site will intensify a currently underutilized property within the City's Urban Growth Centre.

CORPORATE STRATEGIC PLAN

The approval of financial assistance will achieve the following Strategic Plan Goals:

- **Goal 1:** An attractive, well-functioning and sustainable city:
- Goal 2: A healthy and safe community where life can be lived to the fullest; and
- **Goal 6:** A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS

The estimated cost of the Phase 2 Environmental Site Assessment is \$15,000 which would result in a \$7,500 Environmental Study Grant upon completion of the study. It should be noted that the applicant would be eligible for up to \$10,000 if the actual cost of the Phase 2 Environmental Site Assessment is greater the estimated \$15,000.

If the Phase 2 Environmental Site Assessment recommends remedial work, the applicant would be eligible for a second Environmental Study Grant, up to a maximum of \$10,000 upon the completion of a Remedial Work Plan. The brownfield reserve fund currently has sufficient capacity to accommodate the grant request.

DEPARTMENTAL CONSULTATION

Community Design and Development Services: Engineering Services Finance

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment A: Location Map

Attachment B: Environmental Study Grant Application Attachment C: Environmental Study Grant Program Details

Prepared By:

Greg Atkinson MCIP, RPP Policy Planner 837-5616 ext. 2521 greg.atkinson@guelph.ca

Recommended By:

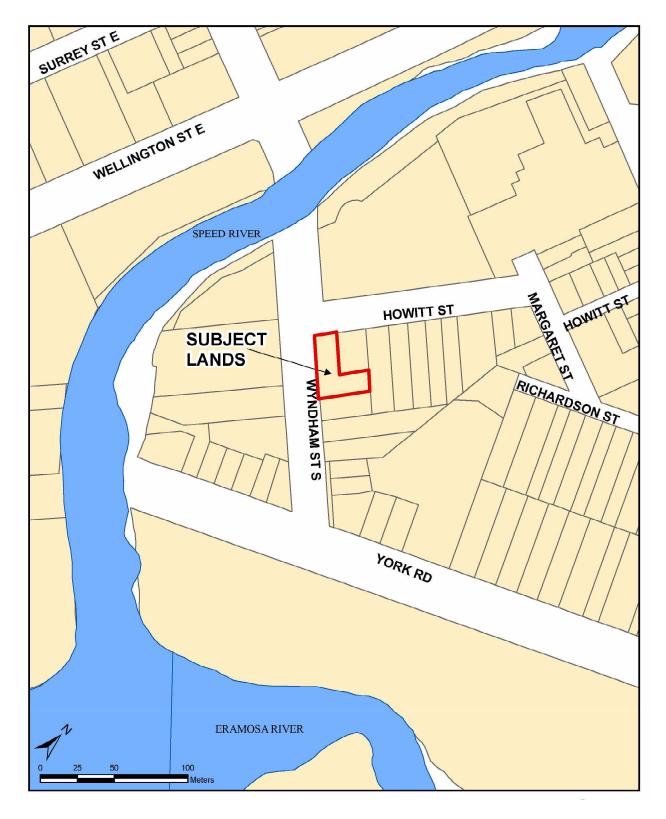
Marion Plaunt MES, MCIP, RPP Manager of Policy Planning and 519-Urban Design 519-837-5616 ext. 2426 marion.plaunt@quelph.ca

Recommended By:

James N. Riddell Director of Community Design and Development Services 579-837-5616 ext. 2361 jim.riddell@guelph.ca

P:\Planning&DevelopmentServices\Planning\CD&ES REPORTS\2009\(09-101)(12-14) 68 - 76 Wyndham St S Evironemntal Study Grant Request.doc

Attachment A: Location map



Attachment B: Environmental Study Grant Application



Brownfield Redevelopment Community Improvement Plan Environmental Study Grant Application Form

PART A: General Instructions

- Community Design and Development Services Staff must be consulted prior to completing and submitting this application.
- As much detail as possible should be submitted regarding a proposed brownfield project. If you
 require more space than is provided on this form, please attach additional pages and/or
 documents. Do not simply reference sections in appended reports or documents.
- All environmental reports submitted to the City must be signed and sealed by a Qualified Person
 as defined by Ontario Regulation 153/04 under the Environmental Protection Act as amended
 from time to time.
- Applications must be acknowledged by Community Design and Development Services Staff as being 'complete'. Applications will not be acknowledged until all required information and material is submitted with the application form.
- Completed applications are accepted and processed on a first come first served basis.
- The <u>total</u> amount of financial assistance provided by the City for the purpose of brownfield redevelopment (i.e. including financial contributions obtained outside of the Brownfield Redevelopment Community Improvement Plan) cannot exceed the eligible costs set out in the Community Improvement Plan.
- All requests for financial assistance under the Brownfield Redevelopment Community Improvement Plan require City of Guelph Council approval.

Applications should be submitted to:

Community Design and Development Services

Location: 1 Carden Street, 3rd Floor

Phone: 519-837-5616 Fax: 519-837-5640 Email: planning@guelph.ca

PART B: CONDITIONS & RESTRICTIONS

- Grants must be approved prior to the start of any applicable environmental study.
- Funds will not be issued until the City receives the results of the study. If the environmental study is not submitted within two (2) years the grant will be reallocated.
- The amount of any Environmental Study Grant(s) will be deducted from the eligible redevelopment costs available for tax increment-based grant funding.
- Grants related to the costs of completing a Phase 2 Environmental Site Assessment (ESA) and or Remedial Work Plan will be reimbursed up to 50% or to a maximum of \$10,000 (See BRCIP for exception).
- Studies submitted to the City must be completed by a qualified, independent consultant.
- Properties having a Minister's Order for clean-up are not eligible.
- No more than two (2) Environmental Study Grants will be awarded for a particular redevelopment.
- Properties in tax arrears are not eligible.



Brownfield Redevelopment Community Improvement Plan Environmental Study Grant Application Form

P/	ART C: Applicant Information	
	Name of Registered Property Owner: Michael Flaman + Gloria Flaman	
	Address of Registered Property Owner:	1
	Phone Number: Fax Number:	
	Email Address:	
	Agent Information (If applicable) Name of Agent:	
	Address of Agent:	
	Phone Number: Fax Number:	
	Email Address:	
P <i>A</i>	ART D: Property Information Address of Subject Property: 76 Wyndham Street South, Guelph ON NIE S	TRY
	Legal Description (e.g. Lot and Plan No.): Lots 7 and 8	
	Registered Plan 306	
	Official Plan Designation: Special Policy Area Flood Plain - General Residential Zoning: R. I B	
	Current Use(s): House / Used Car Lot	
	Size of Property: 1430 m (191 feet frontage on Wyndham St.)	
	Existing Buildings: Building 1: 2 Storey Brick (30' × 26')	
	Yes (please specify size) Building 2: Storey Frame Building - (22' × 28')	1
	Building 3: Metal Clad Garage - (14'x27')	



Brownfield Redevelopment Community Improvement Plan Environmental Study Grant Application Form

Has or will this property received grants/loans or other financial assistance from the City or level of Government? Yes No If yes, please specify type and amount of financial assistance received: RT E: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (br site history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial Work. More information is contained in 1h Phase Report. There were never any storage tanks on the property.		
If yes, please specify type and amount of financial assistance received: RT E: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
If yes, please specify type and amount of financial assistance received: TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
If yes, please specify type and amount of financial assistance received: TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (brite history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
If yes, please specify type and amount of financial assistance received: TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (brite history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
If yes, please specify type and amount of financial assistance received: TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
If yes, please specify type and amount of financial assistance received: TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
If yes, please specify type and amount of financial assistance received: TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	Has or will this property received grants/loans or other financial assistance from the City	or
TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	level of Government? Yes V	01
TE: Environmental Information Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (briste history), underground storage tanks, above ground storage tanks, etc. If is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	<u>—</u>	
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (bristory), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	If yes, please specify type and amount of financial assistance received:	
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (bristory), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (brister), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	*	
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (brister), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	and the state of t	
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (brister), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (bristery), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
Please describe any known or suspected environmental contamination issues (e.g. soil or groundwater related) affecting the site including the types of contaminants, extent, causes (brister), underground storage tanks, above ground storage tanks, etc. It is known that a property on York Road had significant amounts of foundry Sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on	T E: Environmental Information	
It is known that a property on York Road had significant amounts of foundry sand removed as part of remedial work. More information is contained in the Phase I Report. There were never any storage tanks on		
It is known that a property on York Road had significant amounts of foundry sand removed as part of remedial work. More information is contained in the Phase / Report. There were never any storage tanks on	groundwater related) affecting the site including the types of contaminants, extent, causes ((bri
amounts of foundry sand removed as part of remedial work. More information is contained in the Phase / Report. There were never any storage tanks on	site history), underground storage tanks, above ground storage tanks, etc.	-
amounts of foundry sand removed as part of remedial work. More information is contained in the Phase / Report. There were never any storage tanks on	site instaly), anderground storage tanks, above ground storage tanks, etc.	
amounts of foundry sand removed as part of remedial work. More information is contained in the Phase / Report. There were never any storage tanks on	sice instally), underground storage tanks, above ground storage tanks, etc.	
work. More information is contained in the Phase / Report. There were never any storage tanks on		
Report. There were never any storage tanks on	It is known that a property on York Road had significant	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia work. More information is contained in the Phase 1	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia work. More information is contained in the Phase 1	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia work. More information is contained in the Phase / Report. There were never any storage tanks on	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia work. More information is contained in the Phase / Report. There were never any storage tanks on	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia work. More information is contained in the Phase / Report. There were never any storage tanks on	
	It is known that a property on York Road had significant amounts of foundry sand removed as part of remedia work. More information is contained in the Phase / Report. There were never any storage tanks on	



Brownfield Redevelopment Community Improvement Plan Environmental Study Grant Application Form □ No Has a Phase 1 Environmental Site Assessment been conducted? ☐ Yes Has a Phase 2 Environmental Site Assessment been conducted? Yes Has any remediation been conducted at the Site? (If the answer to any of the above questions is 'Yes', please attach the appropriate Report to this application) **Environmental Consultant Information** Trow Associates Inc. Name of Environmental Consultant: 85 Edwin Street Address of Environmental Consultant: Kitchener ON N2H 4N7 Email Address: chris. friedmann @ trow. com **PART F: Project Information** Is this property currently or previously subject to any City approvals (e.g. Re-zoning, site plan control, etc)? \checkmark Yes \square No If Yes, please provide brief description and file number: Re-Zoning to R.40 and Site Plan Approval are required. Please provide a description of the proposed redevelopment (attach site sketch): A sample site plan is attached. All existing buildings will be removed and two four (4) storey in fill apartments Fronting Wyndham Street will be constructed. be behind buildings.



Brownfield Redevelopment Community Improvement Plan Environmental Study Grant Application Form

	_
	_
ELIGIBLE COSTS	
Please indicate which eligible costs the requested funding will be applied to:	
Phase 2 Environmental Site Assessment	
Remedial Work Plan	
_	

PART G: Complete Application Checklist

The following information and material must accompany a complete application:

-	Phase 1 Environmental Site Assessment that recommends a Phase 2 Environmental Site Assessment is required to investigate potential on-site contamination.
V	A Phase 2 Environmental Site Assessment proposal including a scope of work and cost estimate.
	Written consent from the property owner for a prospective purchaser to conduct the environmental study (if applicable).

PART H: Sworn Declaration

I/WE HEREBY APPLY for a grant(s) under the City of Guelph Brownfield Redevelopment Community Improvement Plan.

I/WE HEREBY AGREE to abide by the terms and conditions of the City of Guelph Brownfield Redevelopment Community Improvement Plan (please refer to Plan for additional details).

I/WE HEREBY AGREE to enter into any Agreement with the City of Guelph where specified in the Brownfield Redevelopment Community Improvement Plan.

I/WE HEREBY CERTIFY that the information contained in this application is true, correct and complete in every respect and may be verified by the City of Guelph by such inquiry as it deems appropriate, including inspection of the property for which this application is being made.

I/WE HEREBY GRANT PERMISSION to the City, or its agents, to inspect the subject property prior to, during, and after environmental remediation, site rehabilitation and project construction.

I/WE HEREBY AGREE that the program(s) for which application has been made herein is subject to cancellation and/or change at any time by the City in its sole discretion, subject to the terms and conditions specified in the Program. Participants in the program whose application has been approved and who have entered into the Agreement(s) with the City, will continue to receive grant payments, subject to their Agreement.

I/WE HEREBY AGREE that all grants will be calculated and awarded in the sole discretion of the City. Notwithstanding any representation by or on behalf of the City, or any statement contained in the program, no right to any grant arises until it has been duly authorized, subject to the applicant meeting the terms and conditions of the Brownfield Redevelopment Community Improvement Plan



Brownfield Redevelopment Community Improvement Plan Environmental Study Grant Application Form

and any Agreement. The City is not responsible for any costs incurred by the Owner/Applicant in any way relating to any program, including, without limitation, costs incurred in anticipation of a grant.

Michael Flaman	Mechanical Engineer
Name of Property Owner or Applicant	Title
Mulan Han	11-NOV-2009
Signature of Property Owner or Applicant	Date
Tomislav Renic	Environmental Engineer
Name of Qualified Person (Environmental Consultant)	Title
Mus	November 11, 2009
Signature of Qualified Person (Environmental Consultant)	Date
PART I: Next Steps	
PRIOR TO ISSUANCE OF FUNDS (to be fil	led out by City Staff)
Environmental study grant agreeme	ent entered into with the City.
Information sharing agreement enter	ered into with the City.
 One electronic and one hard copy of Remedial Work Plan must be submit 	f the Phase 2 Environmental Site Assessment and tted to the City
Invoices from the environmental conto the City.	nsultant indicating complete payment must be submitted

Attachment C: Environmental Study Grant Program Details

City of Guelph Brownfield Redevelopment Community Improvement Plan

Updated August 2008

7.0 List of Schedules

Schedule 1. Establish Environmental Study Grant (ESG) Program

Legislative Authority:

Section 28 of the Planning Act

Application:

City-wide

Theme

Reducing Financial Barriers

Purpose:

- To encourage private sector investment in environmental site assessments
- To encourage development in existing built-up areas of the City by partially offsetting the costs of environmental site assessments.
- To gain information relating to existing contaminants for public health and marketing purposes.
- To quantify environmental risks and clean-up costs.
- To inform the City's Groundwater Protection Strategy.
- The program seeks to increase the environmental knowledge base as well as reward redevelopment / re-use.

Rationale:

 The uncertain outcomes, high upfront costs of environmental studies and legal liability issues relating to brownfield properties are inhibiting information gathering regarding the extent of the required clean-up.

Departments:

- · Planning (lead: coordination)
- Finance (budgeting and dispensing of funds)
- Legal (developing grant agreements)
- Works

Priority:

Year 1

Costs:

- Staff time
- \$200,000 annual operating fund to allow approximately 10 site assessments per year

Details

- In accordance with section 28 of the <u>Planning Act</u>, Environmental Study Grants reimburse up to 50% of the cost of Phase 2 environmental site assessments and for remedial work plans for brownfield development sites.
- Developers and the City share the costs of the Environmental Site Assessments (ESA's) through Environmental Study Grants.

19

- In order to be eligible for the grant, developers must first complete and submit a Phase I ESA (review of previous uses) and demonstrate that on-site contamination is likely.
- The purpose of the environmental studies to be funded by this grant shall be to:
 - Confirm and describe existing contamination at the site (Phase II ESA); and/or
 - Develop a remedial work plan to remove, treat, or otherwise manage on-site contamination.
- · The City of Guelph agrees to provide:
 - A grant in the amount of 50% or up to \$10,000 of the costs related to Phase 2 Environmental Assessments upon submission of the results of the study.
 - The cost of Remedial Clean-up Plans including remedial investigations and pilot scale testing will be reimbursed in the amount of 50% or up to \$10,000 of the costs upon submission of the results of the study.
 - City Council may alter the above-noted upset limits based upon the specific context such as the size of the property provided the City contribution does not exceed 50% of costs of such studies.

Application Procedure:

- Any property owner wishing to be considered for an Environmental Study Grant must complete and submit an Environmental Study Grant Application Form as well as submit a report outlining the results of a Phase 1 ESA demonstrating the potential for on-site contamination.
- Applications shall include a brief proposal for the environmental study, a detailed work plan and consultant's quote of the expected costs for the required study as well as the planned redevelopment use.
- Applicants must enter into an Environmental Study Grant agreement with the City.
 This agreement specifies the maximum amount of the grant, the requirements of the grant and the owner's obligations should the owner default on the Agreement.
- The applicant must also enter into agreement with the City of Guelph allowing the
 City the right to inform the public of the existence of the study. Permission shall be
 given to the City to circulate said studies to internal City departments, to use the
 study results in compilation of an area-wide environmental database and to advise
 other project proponents that a study or studies exists, but said studies will not by
 released by the City.
- Studies must be completed by qualified, independent consultants as defined by Provincial brownfields legislation.
- Upon completion of the environmental study, the grantee must submit one electronic and one hard copy of the study results, along with an invoice indicating complete payment for the study to the City of Guelph.
- Upon receipt of the study and invoice the Finance Department will disburse the amount of the grant.

Conditions and Restrictions

- Applications will be accepted throughout 5 years of a pilot program.
- The City may discontinue this grant program at any time. Previously approved program participants will continue to receive Study Grants.

- The Environmental Study Grant Program funding will only be available to properties where a Minister's Order for clean-up has not been issued.
- Grants must be approved prior to the start of any applicable environmental study. It
 is the intent of this program that applications may not be made retroactively
- Purchasers must provide written consent to conduct the environmental study from the owner of the property;
- The City will not forward funds until the city receives the results of the study. If the environmental study is not submitted to the City of Guelph within 2 years the grant allocation will be reallocated to other projects.
- No more than two (2) Environmental Study Grants will be awarded for any brownfield property (i.e. for the Phase 2 environmental site assessment and for the remedial action plan).
- Brownfield properties in tax arrears are not eligible for the Environmental Study Grant. All property taxes must be paid or cancelled in accordance with s.354 of the Municipal Act.
- Grants will be awarded based on strategic priority of the redevelopment of a site, on a first come, first served basis.
- If grant funds remain unallocated, the City reserves the right to roll leftover funds from the annual operating budget into a reserve fund for brownfield initiatives. The contents of this reserve fund will pay for environmental site assessments of cityowned and/or strategic land parcels.
- The amount of any Environmental Study Grant(s) will be deducted from the Eligible Redevelopment Costs available for tax increment-based funding for the same property. It is the intent of this program that other brownfields incentives may be used to off-set site assessment costs not reimbursed by the Environmental Study Grant.
- Program eligibility will be determined by the Planning Department, in consultation with other departments as necessary.
- Applications will be reviewed and approved by the Planning Department.
- The City reserves the right to independently audit the costs of the Environmental Site Assessment studies.

Schedule 2. Tax Increment-Based (or Equivalent) Grant Program

Legislative Authority:

• Section 28 of the Planning Act

Application:

· City-wide

Theme:

Reducing financial barriers

Purpose

- · To stimulate private sector investment in redevelopment
- To reimburse private sector clean-up costs without incurring debt to the municipality
- To increase the long-term municipal tax base
- To reward remediation and redevelopment of brownfield properties

INFORMATION REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE December 14, 2009

SUBJECT Proposed Renaming of Wellington Street to John Galt

Parkway

REPORT NUMBER 09-103

RECOMMENDATION

"THAT Report 09-103 dated December 14, 2009 regarding the renaming of Wellington Street from Community Design and Development Services be Received;

AND THAT City Council directs that no further action be taken on the request to rename Wellington Street to John Galt Parkway"

SUMMARY

This report provides information on the feasibility of renaming Wellington Street to John Galt Parkway.

BACKGROUND

A public request and a letter of support from the Guelph Historical Society were received proposing to rename Wellington Street to John Galt Parkway (see **Schedule 1**). This request was presented to Community Design and Environment Services Committee on February 17, 2009. The following resolution was adopted:

"THAT staff be directed to investigate the feasibility of renaming Wellington Street and report back to the Community Design and Development Services Committee."

Wellington Street West begins at the western City limits, where Wellington County Road 124 terminates, and runs easterly for approximately 3.3 kms. Wellington Street East begins at the intersection of Gordon Street and runs north easterly for approximately 0.7 kms before turning into Woolwich Street (see **Schedule 2**).

Wellington Street, from Gordon Street to the Speed River was originally named after Arthur Wellesley, the Duke of Wellington, in 1828 on Registered Plan 8.

This report provides information on the general procedures for renaming a public street and looks at the implications of renaming Wellington Street to John Galt Parkway.

REPORT

Procedures

The general procedures for the renaming of a public highway are set out on **Schedule 3**. These procedures include an internal review to ensure that the name satisfies current policy and is acceptable to Emergency Services (i.e. to avoid names that sound too close to each other like Fischer Street vs. Fisher Crescent). There are also requirements for public and agency notices (i.e. Canada Post), the adoption and registration of a by-law and courtesy mail redirection for a period of not less than 12 months.

The City's Policy on Public Notice Provisions, which sets out the minimum standards for notice in various matters does contain a requirement to provide notice of intention to pass a by-law renaming a highway, and specifies the minimum notice and the manner in which such notice must be given. This policy replaces Notice By-law (2003)-17290 (see **Schedule 4**).

Implications

There are several implications that have already been identified should Council give direction for Staff to initiate the proposed renaming. These include research to be undertaken by staff, the number of properties involved, a possible need to rename Galt Street, due to concerns expressed by Emergency Services and the costs involved to complete the process.

The City may only pass by-laws in respect of highways over which it has jurisdiction. Parcel registry information will need to be retrieved and researched by Realty Services staff in order to confirm title on the lands that form Wellington Street.

The proposed renaming of Wellington Street would affect approximately 58 parcels, containing an additional 102 residential and commercial units (see **Schedule 2**).

An issue has also be raised by Emergencies Services (Fire and Police) about the proximity of Galt Street and the possible need to rename this street in order to avoid dispatch and response confusion (see **Schedule 5**).

Galt Street is located approximately two blocks north of the proposed John Galt Parkway, according to the Guelph Origin of Street Names 1827-1997 by Ross Irwin

this street was named for the town of Galt (which was named after John Galt) in 1855 on Registered Plan 27 (see **Schedule 6**).

The estimated costs to complete the review are included in the Section of the report entitled Financial Implications.

In summary, staff is concerned with the costs and implications of proceeding with the request to rename Wellington Street to John Galt Parkway and would recommend that Council take no action on the request.

FINANCIAL IMPLICATIONS

Staff time to research approximately twenty (20) parcel registers with respect to the lands that form parts of Wellington Street along with document retrieval in the amount of approximately \$30.00 per parcel register. Staff time is also required to review documents with respect to legal descriptions and title.

+/-\$600 - \$1000 (staff time to review documents not included)

Advertise in a local newspaper(s), once per week, for two consecutive weeks. Advertisement size estimated at approximately 1/8 of a full page at \$200 per ad for one publication.

+/-\$400

Ontario Ministry of Transportation to update signage on the Hanlon Expressway. Two notice signs in each direction (four total) and signage at ramps (two total).

+/- \$5000

City of Guelph street signage changes for Wellington Street.

- There are ten (10) oversized street name signs that would need to be replaced at \$653 (total)
- The labour and equipment cost to remove and replace would be \$1949

+/-\$2602

Canada Post redirection and other notification expenses for properties on Wellington Street to a maximum cost of \$100.00 per property. There are approximately 58 parcels on Wellington Street East and West:

- 9 agricultural parcels (vacant land & utilities)
- 18 commercial parcels (2 shopping centres (+/- 23 commercial units))
- 1 industrial parcel
- 4 institutional parcels (municipal facilities)
- 7 parks/open space parcels (parks/conservation lands)
- 19 residential parcels (singles, semis, apartments (48 units))

+/-\$11,300

Potential renaming of Galt Street:

- Canada Post redirection to a maximum cost of \$100.00 per unit X 30 residential units = \$3000.00
- Notice of street name change (included with Wellington Street notice)
- City of Guelph street signage changes for Galt Street (4x \$26.50 = 106.00)

+/-\$3106

TOTAL +/-\$23,408

These costs have not been included in the 2010 Capital or Operating budgets.

DEPARTMENTAL & AGENCY CONSULTATION

Information Services Clerks Department

Corporate Communications

Corporate Services Realty Services

Legal Services

Operations Department

Emergency Services

City of Guelph Police

Ontario Ministry of Transportation

Canada Post

ATTACHMENTS

Schedule 1 – Request letters - January 2009

.

Schedule 2 – Location Map and Wellington Street properties

Schedule 3 – Procedure for Renaming of a Highway

Schedule 4 - Excerpt from the Policy on Public Notice Provisions

T:\Planning\CD&ES REPORTS\2009\(09-103) Wellington Street Renaming.doc

Schedule 5 - Emergency Service comments

Schedule 6 – Galt Street properties that may be impacted

Prenared Ry:	Recommended Ry:	-

Julie Owens Senior Planning Technician

519 837 5616 ext 2357 julie.owens@guelph.ca

R. Scott Hannah Manager of Development and Parks Planning 519 837 5616 ext 2359 scott.hannah@guelph.ca

Recommended By:

James N. Riddell Director of Community Design and Development Services 519 837 5616 ext 2361 jim.riddell@guelph.ca

Schedule 1 Request letters - January 2009

BI

Ross W. Irwin

January 6, 2009

Mayor Karen Farbridge City Hall Carden Street Guelph, ON.

Dear Mayor Farbridge,

It has been 230 years since the birth of John Galt and 170 years since his premature death. John Galt was the originator of the concept of this City and the designer of our unique city space. We owe him some gratitude - recognition in some official way that succeeding generations will see on a recurring basis.

I propose that City Council officially recognize our founder by renaming the street he followed from Galt from Wellington Street to the "The John Galt Parkway." The Parkway would extend from the site of the maple tree he cut down at Allan's bridge to the west boundary of the city along old highway 24.

This is largely a commercial street and few people are affected by such an important name change.

I attach detailed reasons why this is important to the city and as time goes on it would become more difficult to achieve. John Galt deserves such public recognition, I hope Council will make it happen.

Yours sincerely,

Ross W. Irwin

The case for "The John Galt Parkway"

Ross W. Irwin

Statue to John Galt

John Galt is recognized as the founder of Guelph. Efforts to formally recognize his contribution began with the collection of money to erect a statue to him as early as 1853. Nothing happened. Similar proposals were made by service organizations over the years and James Lyon actually offered \$1,000 toward such a public recognition in 1910. It wasn't until 1979, the 200th birthday of John Galt, that Peter Anderson and some private citizens financed the bronze work by John Mieczikowski in front of City Hall. No City sponsorship or public money was spent.

Public Streets for Galt

In 1855, J. J. Ferguson subdivided an area off Edinburgh Rd. and named the streets for nearby towns. Galt Street was named for the town of Galt (Now Cambridge), not for John Galt our founder. However in 1916 a small subdivision was created off York Road and Galt Street was named for our founder. This street was changed to City View Dr. in 1956. So no street in the city honours the man,

Historic Plaques

A few historical plaques exist. On April 23, 1927, the City affixed a bronze plaque to City Hall for the 100th birthday of the City. John Galt is not mentioned on it.

The Guelph Historical Society arranged with the Ontario Archaeological and Heritage Sites Branch to erect a plaque in Royal City Park in 1979 on the 100th Anniversary of Guelph becoming a city.

Also in 1979, The Ontario Heritage Foundation erected a plaque in Exhibition Park which reads "John Galt 1779 - 1839" and recognizes his life's contribution.

The Guelph Historical Society sponsored the John Galt Gardens on Speedvale Avenue in 1988 as their 25th Anniversary project.

Action Needed

We talk about him, we do him homage, but we do nothing significant as a City in a formal recognition of his lasting contribution,

I recommend that Guelph City Council remedy this situation in a long term tangible way by creating "The John Galt Parkway". The most appropriate and least costly conversion is Wellington Street.

Reasons for this choice

Wellington Street

Wellington Street, up to 1979, was a short street that ran from Huskisson St (Wyndham St S) to the Gow mill dam. There were no houses on the street.

The first Planning Commission, in November 1945, created on paper the Memorial Parkway as the first segment of a ring road. This Parkway ran from York Road - along Bridge Street - crossed the river and roughly paralleled Bristol Street. The City purchased the old Sleeman brewery for the road. Plans were changed, the Parkway was abandoned, and Wellington Street was extended from Gow's Mill to the Silvercreek Road, and eastward to the Allan Bridge at Woolwich Street.

Why change Wellington Street to The John Galt Parkway?

- It is a very prominent street, one worthy of the Galt name.
- It would be a daily reminder to the population of who created of this city.
- It is the actual path walked by Galt and Tiger Dunlop from Galt to the spot where he cut the maple tree and created Guelph.
- The Parkway would end at the site of the famous maple tree.
- Wellington Street has only a few commercial addresses that would need to be changed, or that would be affected.

Present Street Guide address affected totals -

Wellington St E - north side - 9 addresses

Wellington St E - south side - 9 addresses - total 18 on Wellington St E

Wellington St W - north side - 12 addresses

Wellington St W - south side - 8 addresses (1 apartment) - total 20 on Wellington St W.



January 5, 2009

Mayor Karen Farbridge City Hall Carden Street Guelph, ON

Dear Mayor Farbridge,

The Guelph Historical Society would like to support Ross Irwin's concept of having Wellington Street through to the River Run from the city limits renamed The John Galt Parkway in honour of Galt's legacy to our community. Mr. Irwin's proposal was provided in a letter to the editor of the *Guelph Mercury* the week of John Galt Day 2008. Mr. Irwin was invited to attend a GHS board meeting this fall to discuss his idea. Subsequently, the GHS board met and passed a motion to support the concept. We understand that this is a good time to broach the topic with the City.

The proposed route for the parkway is the closest one to John Galt's original approach to the land cleared for the Guelph Settlement on behalf of the Canada Company. It would be a wonderful way to celebrate this year's John Galt Day if the renaming and dedication of the parkway could be scheduled as part of the August 2009 celebrations. As there is comparatively little residential and commercial development along this route as compared to other access ways into the City Centre, we hope that Mr. Riddell, Director of Community Design and Residential Services, will have local support if Mr. Irwin's idea garners official support from the City. Please advise the Guelph Historical Society of any further steps that need to be taken to register our society's support for the Irwin proposal or to assist Mr. Riddell.

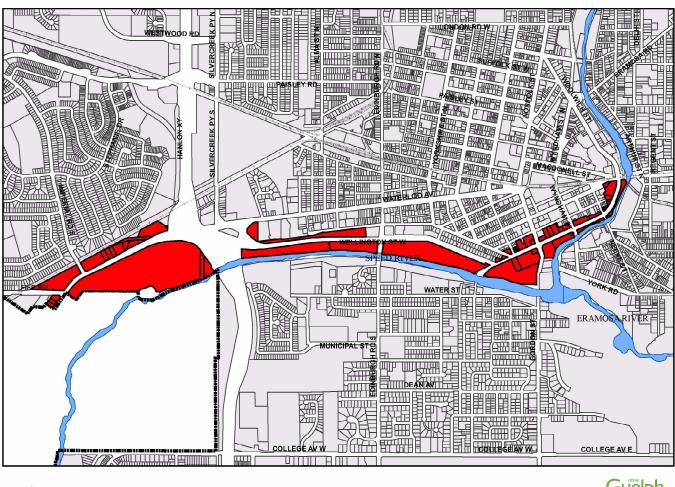
On behalf of the Guelph Historical Society Board,

Debra

Debra Nash-Chambers President, Guelph Historical Society

cc. Mr. Riddell Director of Community Design and Development

Schedule 2 Location Map and Wellington Street properties







Schedule 3 Procedure for Renaming of a Highway

PROCEDURE:

- Verify proposed street name is acceptable to Planning, Engineering and Emergency Services.
- Review proposed street name in regards to "Proposed Street Naming Policy" (Council Resolution July 25, 2000)
- Prepare report to Council. Formerly governed by the Municipal Act, R.S.O 1990, Chapter M. 45 and in particular Section 210, Subsection 111 (b) thereof. Currently Council adopted policy for Public Notice Provisions
- Advertise in the local newspaper(s), once per week, for two consecutive weeks.
- Prepare and send By-law to Council after newspaper advertisements.
- Register new street name in the Land Registry Office.
- Notify Canada Post for name change allow four weeks for file correction.
- Notify all public Agencies.
- Provide effected residents and businesses with courtesy mail redirection for a period of no less than 12 months to a maximum of \$100.00 per address. (The current price for a residential change of address is \$36 for 6 months and for a business it is \$106 for 12 months.)

Schedule 4 Excerpt from the Policy on Public Notice Provisions

CLOSURE OR RENAMING OF HIGHWAYS

(b)Changing Names of Highways

1. The following are the requirements for giving notice of intention to pass a by-law renaming a highway:

(1) Manner of Notice

Notice shall be published in a Newspaper.

Where the highway that is to have its name changed is within one kilometre of a neighbouring municipality, notice shall also be sent to the Clerk of that municipality by prepaid, ordinary mail or by facsimile before the meeting at which the by-law will be considered.

(2) <u>Time of Notice</u>

Notice published in a Newspaper shall be published once a week for two consecutive weeks before the meeting at which the matter or proposed by-law will be considered.

(3) Form of Notice

Notice shall contain the following information:

- (i) General description of the purpose of the meeting or proposed by-law;
- (ii) Relevant section of the Act, including reference to regulations, if applicable;
- (iii) The date, time and location of the meeting;
- (iv) Where the purpose of the meeting or proposed by-law is related to specific lands within the City, sufficient particulars of such lands, such as municipal address, legal description or key map;
- (v) Contact information for submitting written comments on the matter which is the subject of the meeting or proposed by-law and the deadline for receiving such comments;
- (vi) Contact information for persons wishing to appear as delegations and deadline for registration as a delegation.

Schedule 5 Emergency Service comments

Guelph Police Services:

From: Ronald Lord [ron.lord@police.guelph.on.ca]

Sent: November 4, 2009 12:20 PM

To: Julie Owens

Subject: RE: Proposed Wellington Street Renaming

Hi Julie:

I am not really in favour of this. It would certainly cause some minor confusion with Galt St.

Our CAD maps and RMS maps would have to be updated (not a big issue)

From a tourism standpoint – is this change going to cause headaches – are the headaches long lasting or short lived.

I would prefer to see a new major street named John Galt Parkway.

Just my thoughts

Ron

Guelph Fire Department:

As per our conversation regarding the proposed renaming of Wellington St.

I believe that "John Galt Parkway" should be given to a NEW location, one without traffic lights to reflect "parkway". Possible suggested: If Guelph approves a by-pass route around the city, then the name could be attached to it.

Cost factor involved changing all the signs, mapping implications and time to make it all happen.

Galt St is too close to the proposed name change area.

Just my thoughts, thank you for giving me the opportunity to express my opinion.

Wendy

Wendy Hamilton, Communications Division Emergency Management/Emergency Services Guelph Fire Department 519 824-3232 ext 0 Wendy.Hamilton@Guelph.ca

Schedule 6 Galt Street properties that may be impacted



COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE December 14, 2009

SUBJECT Norfolk/Woolwich/Norwich Five Points Intersection

REPORT NUMBER 09-102

RECOMMENDATION

"THAT Report 09-102, dated December 14, 2009 regarding a roundabout design at Norfolk/Woolwich/Norwich Five Points Intersection from Community Design and Development Services be received; and

THAT a roundabout design option not be implemented at the Norfolk/Woolwich/Norwich Five Point Intersection; and

THAT staff review, design and implement pedestrian, cyclist and vehicular traffic improvements, where possible, as part of the Norfolk Street reconstruction project in 2010; and

THAT staff continue to review possible future locations for roundabout designs to be implemented when intersections are proposed or reconstructed."

BACKGROUND

In June, 2003, a Municipal Class Environmental Assessment (EA) was filed for the improvements to Gordon Street and Norfolk Street from Wellington Street to Five Point Intersection. The EA recommended various improvements for this street corridor and the recommended improvements have been implemented in stages as sections for the Gordon/Norfolk Street corridor have been reconstructed. One of the EA recommendations that has not been implemented to date, is the conversion of the Norfolk/Woolwich/Norwich Five Point Intersection to a roundabout intersection as this design option was recommended to be forwarded to Council for approval prior to construction.

The June, 2003 Council report that summarized the recommendations of the EA study also included reasons for investigating the roundabout option at the Five Point Intersection as follows:

- Some well received public comments suggesting a roundabout
- Visual treatment of this location as secondary gateway
- Ability to allow all turns at the intersection

In 2005, staff engaged a consultant to provide a preliminary design and a feasibility study report with respect to the possible Norfolk/Woolwich/Norwich Street Roundabout. The study report reviewed the basic roundabout geometry, traffic capacity, collisions, benefits of roundabouts versus signalized intersections, overview of common concerns with respect to roundabouts and capital cost comparison between roundabouts and traffic signalization. The study's findings noted that the basic roundabout geometry could be implemented at the Five Point Intersection location, the future level of service for traffic capacity was slightly better served by a roundabout than a signalized intersection, reductions in collisions were expected with a roundabout design and capital cost was slightly lower for a roundabout than a signalized intersection at this location.

In Spring, 2009, the City applied for a number of road reconstruction projects under the Infrastructure Stimulus Fund (ISF) program. The reconstruction of Norfolk Street from Paisley/Quebec Street to Norwich Street was one of the projects that received funding under the ISF program. Construction of a phase of this project commenced in September, 2009 and the first stage of construction is nearing completion on Norfolk Street from Paisley/Quebec Street to Suffolk Street. In 2010, a second phase of construction on Norfolk Street from Suffolk Street to Norwich Street including reconstruction of the Norfolk/Woolwich/Norwich Five Point Intersection will be undertaken. Since funding for the Norfolk Street project is from the ISF program, the project must be completed by March 31, 2011 in order to be in compliance with the conditions of the contribution agreement with the Federal and Provincial governments.

REPORT

Since the Norfolk Street reconstruction project from Paisley/Quebec Street to Norwich Street is currently underway and must be completed by March, 2011 in order to receive funding from the ISF program, staff reinitiated the review of converting the Norfolk/Woolwich/Norwich Five Point Intersection to a roundabout. Steps that staff has undertaken as part of this review include:

- Meeting with the Accessibility and Barrier Free committee members
- Meeting with the Cycling Advisory committee
- Hosting a Public Information Centre (PIC)
- Reviewing current traffic counts and collision data
- Receiving and reviewing public survey and comments from the PIC and online survey and comments

Committee Meetings

In order to facilitate discussion with committee members, staff hired Ourston Roundabouts Canada to provide a presentation on roundabout design and concerns with respect to pedestrians and cyclists.

Discussion and concerns expressed with members of the Accessibility and Barrier Free committee included:

Cues for safe crossings for visually impaired users at pedestrian crossings

- Need for straight, perpendicular pedestrian crossings
- Requirement for pedestrian signals, audible signals and/or signage to facilitate safe pedestrian crossings
- Sound cues for users to determine safe crossing may be interfered by sound generated from vehicles circulating in a roundabout

It was noted by the consultant and staff that design elements to address the needs for visually and hearing impaired users at roundabouts are not standardized and are a challenge that roundabout designers are currently faced with. A number of options to provide alignment cues such as poles, landscaping and surface treatments were presented as possible methods to address user needs, however, it would appear that the safest crossing method would be to provide pedestrian signals. The inclusion of pedestrian signals would counter any cost savings from constructing a roundabout compared to a signalized intersection and the overall operation of a roundabout design would likely be affected by the inclusion of pedestrian signals as this may cause vehicles to queue back into the roundabout.

For pedestrians, roundabouts in general provide some advantages for safer crossings based on lower vehicle speeds and single lane crossings, however, from the discussion with the members of the Accessibility and Barrier Free committee members, a roundabout at the Five Point Intersection does not meet the needs of this user group to provide a safer crossing than the current intersection configuration.

With respect to the Cycling Advisory committee, the consultant presentation generated minimal discussion. It was noted that dedicated bicycle lanes are not recommended within the roundabout area as cyclists would generally "take the lane" while in the roundabout. This would likely be the case for experienced cyclists while less experienced cyclists would use the sidewalks and would have to dismount their bicycles to do so.

Public Information Centre

The Public Information Centre held on November 12, 2009, was well attended with 45 signed in attendees. In order to facilitate discussion with the public, staff hired Ourston Roundabouts Canada to provide a presentation on roundabout design.

Discussion and concerns expressed with members of the public included:

- Proximity of proposed roundabout to a funeral home, churches, seniors facility and downtown
- Traffic flow with respect to side streets, traffic signals at adjacent intersections (London, Suffolk) and throughout the Woolwich/Norfolk/Gordon corridor, truck movements, funeral processions
- Visually impaired and wheel chair users
- Issues with the current intersection for cyclists, pedestrians and vehicles
- Experience from other locations
- Cost
- Operations and maintenance

While the presentation provided by the consultant highlighted the advantages and disadvantages of roundabouts in general and displayed videos of roundabouts in operation, most discussion from the PIC attendees centered on the suitability of the Five Point Intersection for a roundabout design. It was noted that this location is a high pedestrian location including many seniors due to the proximity to downtown, churches and other facilities. Local residents expressed concern with the ability to access Woolwich Street from nearby sidestreets since the current traffic signals provide gaps in traffic flow to allow for safe access from the sidestreets to Woolwich Street. Concerns were also expressed with respect to providing safe crossings for visually and physically impaired users. Concerns with respect to safety for cyclists and pedestrians based on the current intersection configuration and delay for vehicles having to wait for traffic signals were expressed as well at the meeting. Comments were made from several attendees about their generally positive experience of using roundabouts in other locations. Comments relating to cost including operation and maintenance cost were also made at the meeting.

Traffic Counts and Collision Data

Recent traffic counts at the Five Point Intersection do not indicate that this intersection is a high traffic volume intersection. The 2005 roundabout feasibility study future intersection traffic projections indicated that a roundabout would operate marginally better than a signalized intersection. Since the Five Point Intersection is not a high volume intersection and the roundabout design option does not provide a significantly higher level of service, the advantages for a roundabout to provide fewer vehicle delays even during peak times is negligible.

A collision summary for the Five Point Intersection from 2003 to 2009 indicated 17 incidents. The majority of accidents were due to driver's disobeying the existing traffic control. The number of collisions at this intersection does not indicate that this is a high incident location. One advantage cited for roundabouts is that they are safer for all users and collisions experienced in a roundabout cause less damage due to the angle of most collisions. Since the Five Point Intersection accident rate is relatively low, the advantage of a roundabout at this location with respect to reducing accidents and collisions is negligible.

Since the proposed roundabout location is situated on a corridor that has many traffic signals including signals at adjacent intersections within close proximity of the roundabout, the effectiveness of a roundabout to improve traffic circulation on the Norfolk Street corridor is negligible. The roundabout, however, will improve circulation at the intersection by allowing for all turning movements. Currently, there are some restricted turning movements at the Five Point Intersection.

Engineering Services staff is also aware that Operations staff have recently implemented some traffic signal improvements at this intersection which appear to have improved vehicular movements through the intersection.

Public Survey and Comments

Survey and comment sheets were made available at the committee meetings, PIC and on the City's web site. The survey/comment sheets asked the following questions:

- Are you in favour of a roundabout at the five points intersection at Woolwich/Norwich/Norfolk Streets? Yes or No
- Do you have any other comments on this project option?
- Would you like to be contacted in the future with respect to this project option? Yes or No

To date, 46 survey/comment sheets and emails have been received. A total of 24 respondents were in favour of the roundabout option and 22 respondents were opposed to the roundabout at the Five Point Intersection. A summary of the common themes listed on the comment sheets received were:

- Worries about visually impaired pedestrians
- Worried about pedestrian traffic and those with disabilities
- Worried about cyclists
- It will be better for pedestrians
- Will be better for cyclists
- Better traffic flow

A summary table of the survey/comments is attached to the report.

Norfolk/Woolwich/Norwich Five Point Intersection

Roundabouts have proven advantages for safety, traffic flow and aesthetics along with possible environmental benefits of lower fuel consumption and emissions through fewer starts and stops and less delay. The safety and traffic benefits appear to be particularly significant at rural intersections where vehicle operating speeds are higher. However, the benefits of converting the Five Point Intersection to a roundabout are not significant based on traffic data and projections and collision information.

High pedestrian activity occurs at the Five Point Intersection due to the proximity of the intersection to a funeral home, churches, seniors home and downtown. Though roundabouts in general are safer for pedestrians due to slower vehicle speed and minimal crossing distances, concerns for the safety of pedestrians who are visually and physically impaired as well as the safety for seniors has not been satisfactorily addressed by current roundabout designs. There is very little experience in North America of roundabouts implemented in a downtown or highly urban area where there is a great deal of pedestrian activity.

Other local conditions that do not support a roundabout at the Five Point Intersection are logistics with respect to funeral processions, reduced access

opportunities from area sidestreets to Woolwich Street because of fewer traffic gaps if the existing traffic signals are removed and a roundabout providing little improvement for traffic circulation in the Norfolk/Woolwich Street corridor due to the number of traffic signals in the area.

The Norfolk/Woolwich/Norwich Five Point Intersection will require reconstruction of underground services in 2010. The intersection surface work could be left in its current alignment and cost savings could be achieved. Constructing a roundabout at this location would therefore cost more than restoring the current intersection alignment and, as noted above, the benefits of implementing a roundabout at this location would be minimal. Therefore, staff is recommending to finalize the design of the Five Point Intersection based on its current configuration and will seek to improve pedestrian crossing distances, traffic signal timing and placement and signage which should improve the intersection for all users.

Future Work

Roundabouts have proven advantages that are noted in this report. Staff will continue to review the possible implementation of roundabout designs in the future when new intersections are proposed or existing intersections are proposed to be rehabilitated. Possible candidates for roundabout intersections would be York Road/Elizabeth Street, Watson Parkway/Stone Road and Watson Road/Speedvale Avenue.

CORPORATE STRATEGIC PLAN

1. An attractive, well functioning and sustainable city.

FINANCIAL IMPLICATIONS

Norfolk Street from Paisley/Quebec Street to Norwich Street is funded by the Infrastructure Stimulus Funding program. Sufficient budget allocations are available to complete the 2010 phase of this project and the allocation includes an estimated amount for a roundabout to be implemented.

DEPARTMENTAL CONSULTATION

Community Services, Finance and the Operations Department have reviewed this report.

COMMUNICATIONS

A Public Information Centre (PIC) was held on November 12, 2009 to review and obtain input with respect to the roundabout design option for the Norfolk/Woolwich/Norwich Five Point Intersection. A media advisory and advertisement was issued prior to the PIC. PIC notices were delivered to area properties. Survey/comments sheets were compiled and respondents that wished to be contacted in the future on this matter were advised on the availability of this report. The PIC presentation and survey/comment sheets were made available on the City's website.

ATTACHMENTS

Summary table of survey/comment sheet

- Location plan
- Preliminary roundabout concept plan
- Existing intersection plan

At Lub

Prepared By:

Don Kudo, P.Eng. Manager of Infrastructure Planning; Design and Construction 519-837-5604, ext. 2490 don.kudo@guelph.ca X. My

Endorsed By:

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

Recommended By:

James N. Riddell Director, Community Design and Development Services 519-837-5617, ext. 2361 jim.riddell@guelph.ca

T:\ENGINEER\Engineering Council\2009



Roundabout/Traffic Circle

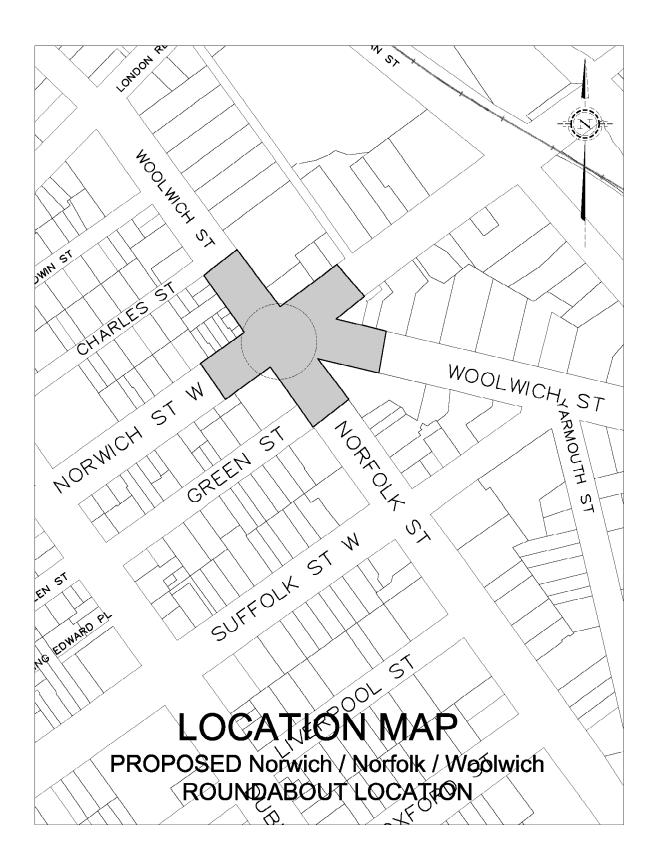
(Five-points intersection at Woolwich/Norwich/Norfolk Streets) Public Information Centre – Thursday, November 12, 2009

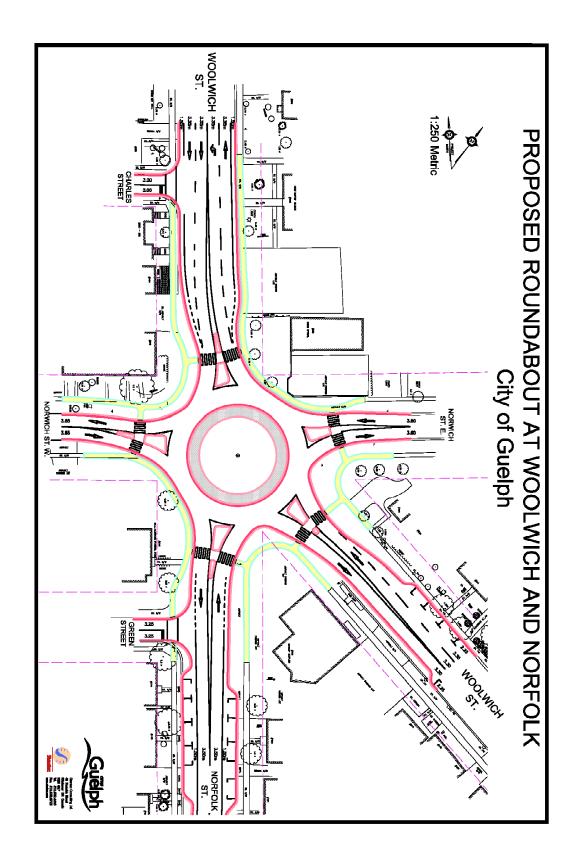
Survey Results

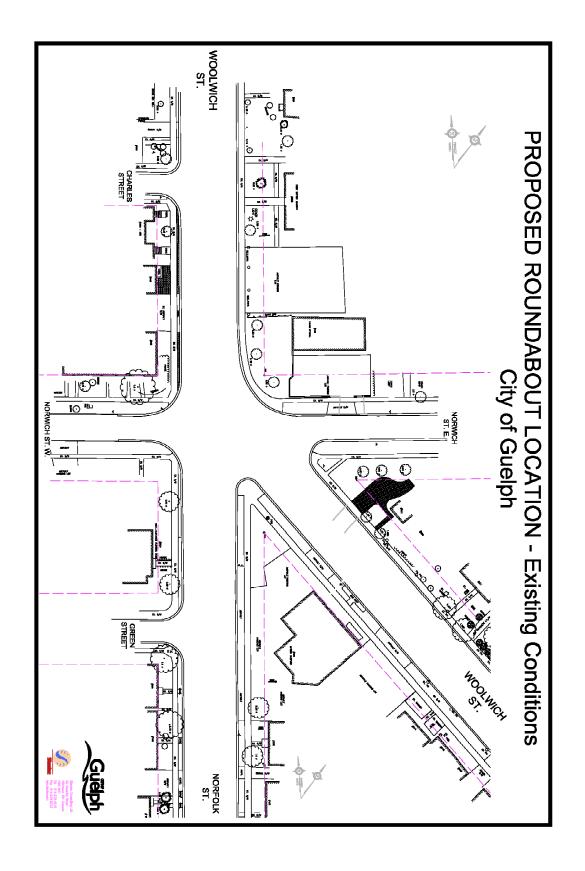
People in favour	24
People opposed	22
Total Number of Comments:	46

Common thoughts of commentators

- 1. Worries about visually impaired pedestrians
- 2. Worried about pedestrian traffic and those with disabilities
- 3. Worried about cyclists
- 4. It will be better for pedestrians
- 5. Will be better for cyclists
- 6. Better traffic flow
- 7. Not required, intersection is fine the way it is.







Roundabout at Five Points

Paul Reeve, Chair of the City of Guelph Accessibility Advisory Committee (AAC)

Background to AAC Involvement

- Late 2008 the AAC learns of a proposal to construct a roundabout at the 5 Points intersection.
 - Concerns from:
 - Seniors concerns regarding agility
 - Those who use a mobility device (wheelchair, walker, etc) concerns about being seen by drivers
 - Individuals who have low vision or are blind are not able to safely use a roundabout unless several cues are in place

 AAC members meet with Engineering staff at a roundabout in the south end to demonstrate concerns of pedestrians who are blind

 Engineering staff provide the AAC with the Environmental Assessment report that took place in 2003.

Engineering staff meet with AAC throughout 2009

Co										Summa	ry	
ocation Name : Norfolk Street/Norwich Street/Woolwich Street									Гуре : Inters	ection	Midblock ID: 1 160:	2
		, 2003 To	June 30 , 200	9				Date : July		r	Butter	
otal Col	lisions : 17							City: City		raffic services	Division	
No	Coll. No.	Date	Day	Time	Severity	Light	Weather	Road Condition	Туре	Vehicles /Ped	Vehicle(s) Type	Cause
	1 03-5654	17-Feb-03	Monday	12:05 PM	P.D. only	Daylight	Clear	Wet	movement		Both Automobiles	One disobeyed traffic control, other driving properly
1	203-7780	06-Mar-03	Thursday	2:50 PM	P.D. only	Daylight	Clear	Dry	Angle (t- bone)	2 Vehicles only	Both Automobiles	One disobeyed traffic control, other driving properly
	3 03-8540	12-Mar-03	Wednesday	3:35 PM	PI	Daylight	Clear	Wet	Angle (t- bone)	2 Vehicles only	Both Automobiles	One disobeyed traffic control, other driving properly
9	4 03-26407	21-Jul-03	Monday	5:00 PM	P.D. only	Daylight	Clear	Dry	Angle (t- bone)	2 Vehicles only	One Automobile & other passenger van	One disobeyed traffic control, other driving properly
	5 03-40789	31-Oct-03	Friday	7:55 PM	P.D. only	Dark	Clear	Dry	movement		Both other type vehicles	One take Improper turn, other driving property
i,	03-48119	29-Dec-03	Monday	1:10 PM	PI	Daylight	Rain	Wet	Turning movement	2 Vehicles only	Both Automobiles	One disobeyed traffic control, other driving properly
9	704-00196	02-Jan-04	Friday	3:20 PM	PI	Daylight	Clear	Wel	Angle (t- bone)	2 Vehicles only	Both Passenger vans	One disobeyed traffic control, other driving properly
1	04-30172	17-Aug-04	Tuesday	5:10 PM	P.D. only	Daylight	Clear	Dry	Turning movement	2 Vehicles only	Both Automobiles	One disobeyed traffic control, other driving properly
	9 05-11084	03-Apr-05	Sunday	12:47 PM	P.D. only	Daylight	Snow	Slush	Rear end	2 Vehicles only	One Automobile & other passenger van	One drive too fast, other driving property
1	05-37307	20-Oct-05	Thursday	8:06 AM	PI	Daylight	Clear	Dry	Turning movement	1 Vehicle, 1 Pedestrian	One Automobile, Station wagon	Vehicle failed to yield right-of-way, pedestrian crossing with right-of-way
1	1 06-25180	11-Oct-06	Wednesday	6:43 PM		Dark. artificial	Rain	Wet	Other	3 Vehicles only	All Automobiles	One disobeyed traffic control, others driving properly
7	207-13592	03-Jun-07	Sunday	5:38 PM	PI	Daylight	Clear	Dry	movement		Both Automobiles	One disobeyed traffic control, others driving properly
1	3 07-15636	24-Jun-07	Sunday	1:37 PM	P.D. only	Daylight	Clear	Dry	Turning movement		Both pick-up trucks	One turn Improperly, other driving properly
1	07-25621	28-Sep-07	Friday	2:24 PM	P.D. only	Daylight	Clear	Dry	Angle (t- bone)	2 Vehicles only	Both Automobiles	One disobeyed traffic control, others driving property
1	08-01229	15-Jan-08	Tuesday	1:47 PM	PI	Daylight	Clear	Wet	Turning movement	2 Vehicles only	Both Automobiles	One disobeyed traffic control, others driving properly
1	6 08-01294	16-Jan-08	Wednesday	11:28 AM	PI	Daylight	Clear	Dry	Rear end	2 Vehicles only	Both Passenger vans	One apply breakes suddenly due unsure pedestrian action on the sidewalk. of failed to apply breakes
1	708-27838	08-Oct-08	Wednesday	10:35 AM	P.D. only	Daylight	Clear	Dry	Turning movement	2 Vehicles	Both Automobiles	One disobeyed traffic control, others driving properly

egends:

PI P.D. only Fatal Personal Injury Property Damage only Personal Injury Involving fatal

- AAC meets with Engineering's consultant on November 12, 2009
- During 2009 AAC find cases of legal action in the U.S. regarding equal access for pedestrians with a disability

Concerns

- Restricting access to part of our community for some of our citizens – people with a disability
- Strong concerns from people with disabilities regarding the agility, ability to see and ability to accurately judge distances with unusual angle of approaching traffic required to cross at a roundabout

U.S Department of Transportation Federal Highway Administration

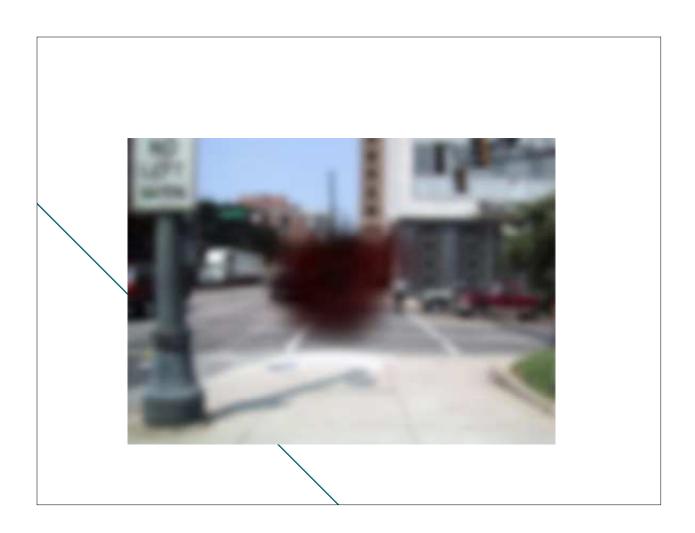


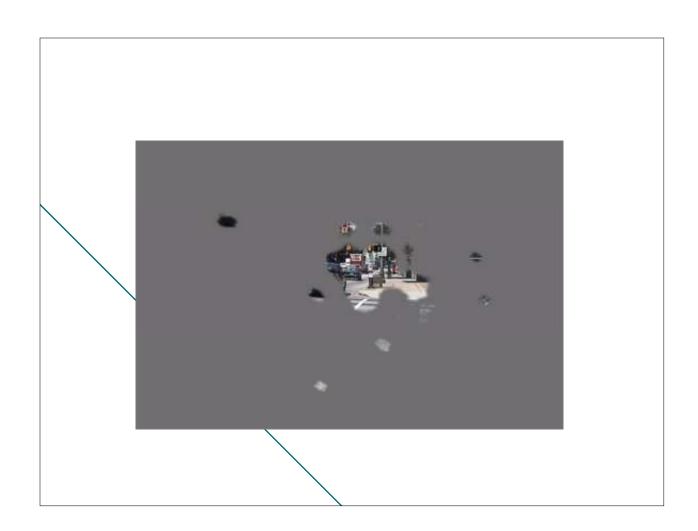
This vehicle did not give the right of way to the pedestrian event though she is using her white cane

Their findings:

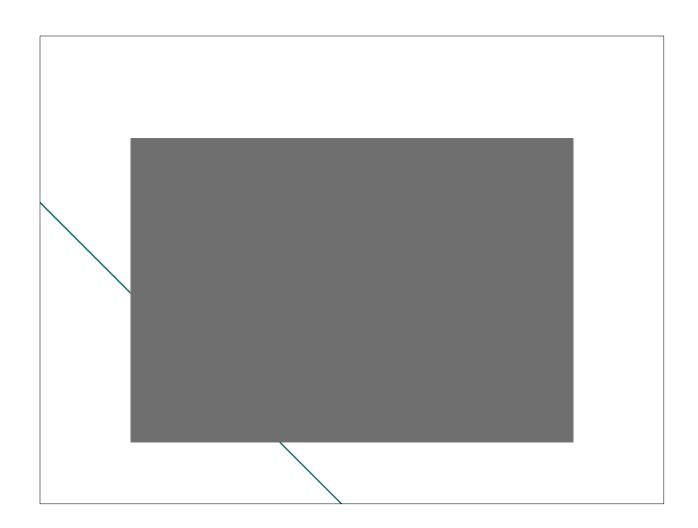
- While roundabouts present no apparent problem for sighted pedestrians, there are measurable access limitations to blind pedestrians such as:
 - Pedestrians who are blind have longer delays before crossing as there is a lack of reliable cues
 - There is an increased likelihood of pedestrians choosing to cross during "risky" gaps in traffic
 There is an inability to establish eye contact with drivers
 - Pedestrians who are blind have difficulty in detecting yielded drivers
 - Those who are blind have added difficulty of locating pedestrian crossing











Concerns in Other Counties

- NEI study Unsafe judgments
- Blind participants were more than twice as likely to make unsafe judgments as sighted participants
- o Time of day differences
 - Little difference between judgments of blind and sighted individuals at mid-day
 - Substantial differences at rush hour
- NEI study Latency and delay
 - Blind pedestrians detected gaps later than sighted pedestrians
 - Baltimore 3 seconds later
 - Tampa 5.5 seconds later
 - Blind pedestrians require longer gaps in order to detect the gap and cross
- Experience in other countries
- Reports from pedestrians who are blind or visually impaired indicate that roundabouts are often considered a barrier to independent travel
- Australia
- Individuals who are blind or visually impaired and Orientation and Mobility Specialists state that blind pedestrians
 - Avoid crossing at roundabouts
 - Often severely limit where they can travel
- Roundabouts there may have detectable warnings and tactile guidestrips
- England
- Pedestrians who are blind or visually impaired state that roundabouts can be very difficult to cross
- Signals are installed at some roundabout locations, as are raised crosswalks

NEI study - Traffic Volume

- Higher volumes yielded fewer crossable gaps
- Higher volumes resulted in more unsafe judgments, more missed gaps, and longer periods of time between the beginning of a crossable gap and the point at which a blind person detected it

AAC Recommendation

- Accessibility Advisory Committee
 Recommendation:
 - THAT the intersection of Norfolk, Norwich and Woolwich not be reconstructed as a roundabout.

COMMITTEE REPORT



TO Community Development and Environmental Services

Committee

SERVICE AREA Community Design and Development Services

DATE December 14, 2009

SUBJECT Proposed Changes to Lodging House and Two-Unit

House Administrative Procedures

REPORT NUMBER 09-100

RECOMMENDATIONS

"That Report 09-100 from Community Design and Development Services regarding proposed changes to the administration of lodging houses and two-unit houses, dated December 14, 2009, BE RECEIVED,"

"That staff be directed to develop procedures and regulations to license all lodging houses and two-unit houses for consideration by Council," and

"That staff be directed to consult with the public and stakeholders regarding the proposed licensing process for lodging houses and two-unit houses."

BACKGROUND

On July 27, 2009, Council approved staff recommendations to require lodging housings to have a business licence and to change the Two-Unit House Registration By-law to require houses with accessory apartments to renew their registration every three years (See Council Resolutions in **Attachment 1**).

At the same meeting Council also directed:

THAT staff be directed to report back on opportunities for licensing and other forms of management, including designation as a lodging house, of two-unit rentals within single family homes.

Concern about two-unit houses¹ where both units are rented, has arisen through public complaints regarding this form of housing in several areas across the City. Specific concerns include:

- Concentration of rental properties in some neighbourhoods;
- Property standards and lack of lot maintenance;
- Safety concerns when buildings are not maintained to relevant Fire and Building Code requirements;

¹ Two-Unit House: When a single detached or semi-detached dwelling contains an accessory apartment.

- Parking concerns, with cars parking on front lawns and boulevards because there is inadequate parking for tenants;
- Behavioural issues and nuisance concerns i.e. parties and noise from tenants of these units.

Staff have reviewed regulations in place in other municipalities that have similar concentrations of rental housing. Many municipalities had chosen to license lodging houses, though few have chosen to license all rental units. Waterloo and Hamilton are also in the process of reviewing their regulations around rental housing. A summary of findings is found in **Attachment 2**.

After reviewing various options for regulating and managing two-unit houses where both units are rented, staff recommend that both lodging houses and two-unit houses that are rented, be required to be licensed under a separate rental housing licensing by-law. Proceeding with a separate by-law to manage rental housing instead of amending the business licence by-law and registration process would require Council to rescind the previously adopted resolutions related to the Business Licence and Two-Unit House Registration By-laws as shown in **Attachment 1**.

REPORT

Purpose of Licensing

The purpose of licensing would be to protect the health and safety of residents of rental units and endeavour to minimize impacts on property standards and surrounding residential neighbourhoods through initial and renewal inspection requirements.

Licensing for rental housing would require owners of rental units to meet specific conditions for providing and maintaining safe residential housing. The Municipal Act permits the City to require a licensee to pay a licence fee and to permit inspections prior to obtaining or renewing the licence. The Municipal Act also allows for the City to impose conditions as a requirement of obtaining, continuing to hold or renewing a licence.

A licensing system for all lodging and two-unit rental houses can help ensure that tenants have safe housing that meets Fire and Building Code requirements by proactively monitoring housing conditions through annual inspections. Annual inspections also mean that landlords can be provided with records of any conditions on their properties which contravene City by-laws (i.e. property standards, building code), leading to enhanced care and maintenance of rental properties.

Requiring licensing for two-unit houses will not remedy all concerns associated with this form of housing. Behavioural and nuisance issues will need to continue to be enforced through existing by-laws. The enhanced by-law enforcement program that came out of the 2004-2005 Shared Rental Housing Regulation Review has had some success in addressing complaints and should be continued, targeted to neighbourhoods with higher concentrations of rental housing and by-law infraction complaints. In addition, existing City by-laws can be enforced more proactively, such as the Yard Maintenance By-law (2008-18552), which permits the City to clean

up a private property and charge the owner to recover the clean up costs. Staff and resource allocation will need to be examined further to better determine opportunities for additional by-law enforcement measures.

Proposed Licensing By-law

Potential options for different methods of regulating two-unit rental houses have been reviewed. As a result it is proposed that the City license all two-unit rental houses and lodging houses though a separate and specific rental housing by-law as permitted under the Municipal Act.

It is recommended that the licensing of all lodging houses and rented two-unit houses be broken into the following three categories:

- 1. Lodging Houses (5-12 lodging units) (Would require annual inspection and licence renewal)
- 2. Two-unit houses with 5 or more bedrooms rented (5-6 bedrooms rented) (Would require annual inspection and licence renewal)
- 3. Two-unit houses with 4 or less bedrooms rented (1-4 bedrooms rented) (Would require inspection and licence renewal every 3 years)

With respect to annual inspections and licence requirements, lodging houses and two-unit houses where both the main and accessory units are rented would be treated the same. Two-unit houses where four or less bedrooms are rented would require inspection and licence renewal every three years. The distinction between the two types of two-unit housing addresses the complaint that building maintenance and nuisance issues are more of a concern where the owner is not on site.

Instead of amending the current Business Licensing By-law as originally proposed and approved by Council in July 2009, staff recommend that a separate by-law be developed to regulate both lodging houses and two-unit houses. Community Design and Development Services staff are expected to administer the proposed licensing program. A separate by-law, that sets out the specific licensing requirements for lodging houses and two-unit houses would also be more straightforward for staff to implement than an amendment to the current Business Licensing By-law.

No additional changes are proposed to the Zoning By-law regarding current regulations for two-unit houses or lodging houses. Planning staff support the continued availability of accessory apartments and two-unit rental houses city-wide as an integral part of affordable housing. As well, this housing form helps the City meet intensification targets. For these reasons staff do not support a separation distance for accessory apartments. Currently the City receives approximately ninety (90) applications per year for accessory apartments and there are approximately 1500 in total throughout the City. Recent review of all registered two-unit houses showed that the majority (68%) are occupied by the owner. Most rent a one or two bedroom accessory apartment while residing in the main unit.

Proposed Next Steps

Staff still have several outstanding issues to address regarding the development of a licensing program, including:

- Estimate of costs of implementation of the licensing process.
- Estimate of proposed licence fees (based on cost recovery).
- Determine most appropriate licensing appeals process and penalties for failure to comply with licensing requirements.
- Determine how to best phase in existing two-unit properties from the registration process to licensing.
- Determine specific licensing conditions to apply to Lodging House and Two-Unit House property licensees.

Once a draft licensing program is developed, staff propose to engage interested members of the community and specific stakeholder groups for feedback on the draft program before bringing it back to Council for a decision.

Summary

Staff recommend that the City pursue a licensing program for lodging houses and two-unit rental houses. Next steps would include the development of proposed regulations and engaging interested members of the public and stakeholders for feedback on the proposed licensing program.

CORPORATE STRATEGIC PLAN

- Urban Design and Sustainable Growth Goal #1: An attractive, well-functioning and sustainable City.
- Personal and Community Well-being Goal #2: A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

Community Design and Development Services staff are in the process of determining actual cost to run this program. Staff anticipate that the licensing administrative process would recover all costs through the required licensing fees.

DEPARTMENTAL CONSULTATION

Staff from Building, Zoning, Planning, Legal, Clerks, Fire and By-law Enforcement met to discuss and develop this report.

COMMUNICATIONS

Should the recommendations of this report be approved, staff will bring forward details of the proposed licensing system and by-law to the public and stakeholders for review and feedback before coming back to Council for approval. **Attachment 3** is a summary of ongoing projects related to Shared Rental Housing.

ATTACHMENTS

Attachment 1 – Council Resolutions from July 27, 2009

Attachment 2 – Review of Rental Housing Regulations in Other Municipalities

Attachment 3 – Shared Rental Housing Update

Prepared By:

Katie Nasswetter Senior Development Planner 519-837-5616, ext 2283 katie.nasswetter@guelph.ca

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 and Development Services 519-837-5616, ext 2361 jim.riddell@guelph.ca

P:\Planning&DevelopmentServices\Planning\CD&ES REPORTS\2009\(09-100)(12-14)SRH Licensing (Katie N).docx

ATTACHMENT 1

Council Resolutions from July 27, 2009



July 29, 2009

Mr. J. Riddell Director of Community Design & Development Services Community Design and Development Services

JUL 3 1 2000

Dear Mr. Riddell:

At a meeting of Guelph City Council held July 27, 2009, the following resolution was adopted:

"THAT the Community Design and Development Services Report 09-60 regarding the Administrative Procedures for Lodging Houses and Accessory Apartments, dated July 20, 2009, be received;

AND THAT staff be directed to report back with a proposed amendment to the Business Licensing By-law, to require Lodging Houses to have a business license;

AND THAT staff be directed to prepare an amendment to the Zoning By-law to require a licensing process in order to establish priorities for lodging houses;

AND THAT staff be directed to report back with a proposed amendment to the Registration of Two-Unit Houses By-law Number (1997)-15392, to incorporate the expiration of registration after three years to require the reinspection of these properties."

Yours truly,

Joyce Sweeney
Council Committee
Coordinator

cc. Mrs. L.A. Giles

LAG:db

City Hall 1 Carden St Guelph, ON Canada N1H 3A1

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

guelph.ca

Contains 100% past-consumer fibre



July 29, 2009

Mr. J. Riddell Director of Community Design & Development Services Community Design and Development Services

- JUL 3 1 2009

Dear Mr. Riddell:

At a meeting of Guelph City Council held July 27, 2009, the following resolution was adopted:

"THAT staff be directed to report back on opportunities for licensing and other forms of management, including designation as a lodging house, of two-unit rentals within single family homes."

Yours truly

Lois A. Giles

Director of Information Services/ City Clerk

LAG:db

City Hall 1 Carden St Guelph, ON Canada N1H 3A1

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

guelph.ca

Contains 100% post-consumer libre

REVIEW OF RENTAL HOUSING REGULATIONS IN OTHER MUNICIPALITIES (continued)

REVIEW OF RENTAL HOUSING REGULATIONS IN OTHER MUNICIPALITIES

Municipalit y	Rental Units Licensed and program start date	What is licensed	Methodology	Administratio n	Fee	Penalties
Hamilton	Under consideration at present by City Wide Community Liaison Committee	Considering single and semi detached only on a city-wide basis	Reviewing licence and zoning by-law regulations	Under review	Under Review	Under Review
Kingston	No rental unit licence program	Lodging Houses Every premises in which four or more persons, exclusive of staff, are lodged, with or without meals, in return for a fee	Application circulated to: Building, Fire, Health Unit, Police, Utilities Kingston or ESA	Administered through a schedule in the business licence by-law	\$100 annually	Penalties are contained within the business licence by-law along with appeals mechanism
London	Rental Licensing by- law adopted October 1, 2009 and to be enacted in March 2010	License buildings containing four or less rental units (singles, semis, duplexes and triplexes, fourplexes and converted dwellings)	Has to conform to applicable zoning and other by-laws, fire code and the OBC	Separate Licence By-law created	\$150 for a five year period	Penalties are contained within the Residential Rental Units Licensing By-law – a licence by-law with an appeals mechanism
Oshawa	Proposed for 2008, by-law challenged	Rental units in certain neighbourhoods close to University of Ontario and Durham College "LODGING HOUSE" means a Building or part of a Building, containing three to ten Lodging Units. It includes, without limitation, a rooming house and a boarding house, a fraternity house or sorority house	Must comply with applicable by-laws and codes. Maximum number of rental units in a building limited to four. Amended to six on certain streets. Does not apply to a property with two or less rental rooms	Administered through a schedule in the business licence by-law	\$250 annually	Penalties are contained within the business licence by- law along with appeals mechanism
St. Catharines	No separate rental unit licence	Only "second level lodging houses". "Second Level Lodging House" means a nursing home and any house or	Application is H COM circulated to Fire, Building, Zoning, Property	Administered through a schedule in the business licence by law.	\$200	Penalties are contained within the business licence by-law along with

Shared Rental Housing and Community Concerns

The City has received complaints about excessive noise, parking problems and property standards issues from residents in some neighbourhoods with concentrations of rental housing.

The City and the University of Guelph have initiated several projects to help improve the situation. These include:

- Licensing Review of Lodging Houses and Two-Unit Houses: The City
 is reviewing options for requiring Lodging Houses and Two-Unit Houses
 (houses with accessory apartments) to be licensed. This process will
 assist in providing safer accommodations for tenants through more
 frequent inspections of these units for fire safety and property standards.
 Watch for public engagement opportunities in 2010.
- Enhanced By-law Enforcement: City of Guelph by-law enforcement staff
 have expanded Noise By-law enforcement to 24 hours a day, 7 days a
 week after a successful program that focused on Thursday to Saturday
 nights. Staff are also continuing to proactively inspect for property
 standards and fire safety in areas with a history of complaints.
- Student Code of Rights and Responsibilities: The University of Guelph is reviewing its Student Code to include consequences issued by the University for non-academic offences. The University has a code of conduct for students living on campus, and is considering one for students living off-campus.
- Guelph Chapter of Town and Gown Ontario: This association has been formed, and will develop into a working committee of students, landlords, the City, and the University to address all issues related to being a thriving university town.

These initiatives are being pursued with the goal of strengthening the safety, security and quality of life of all who live in these neighbourhoods.

Who to call

If you have concerns about your neighbourhood, please call the appropriate City enforcement group at the contact information below.

Noise	Guelph Police	519-824-1212
Parking (i.e. on lawns/ sidewalks)	By-law Enforcement	519-836-7275
Property Standards or Zoning Concerns	Building Services	519-837-5615
Fire Safety	Fire Prevention Office	519-763-8111
Waste (i.e. sorting, items left at curb)	Solid Waste Resources	519-767-0598



Accessible Customer Service

CDES December 14, 2009

Leanne Warren
Disability Services, Corporate Property



Today's Session

- •Review of the legislation
 - –Accessible customer service and enforcement not a voluntary standard
 - -Policy, procedures and practices
 - •Interacting and communicating with people with disabilities
 - •Support Persons, Feedback Process, Service Disruption, Service Animals, Format of Documents, Assistive Devices
 Training
- Setting inclusive policy
- Quiz and resources



Review of the Legislation A 20 Year Road Map

- By 2025, 1 in 5 Ontarians will have a disability
- Goal of Accessibility for Ontarians with Disabilities Act (AODA):
 - An Accessible Ontario by 2025.

5 regulations under this act:

- Customer Service (Compliance deadline January 1, 2010)
- Employment
- Information and Communication
- Transportation
- Built Environment
- Other regulations may be developed in the future



Accessible Customer Service and Enforcement

- Purpose: To provide standardized methods for delivering accessible customer service to our customers.
- Develop policies, procedures and practices
 - Support Persons, Feedback Process, Service Disruption, Service Animals, Format of Documents, Assistive Devices
 - Training
- Communicate opportunities to our customers
- Enforcement:
 - The AODA allows for enforcement of the customer service standard
 through inspections, compliance orders and administrative penalties



Policies, Practices and Procedures

- Interacting and communicating with people with disabilities
- Please see the following reference guide available in your package:
 - PROVIDING CUSTOMER SERVICE TO PEOPLE WITH DISABILITIES – the Reference Guide



Policies, Practices and Procedures

- Support Persons
- Feedback Process
- Service Disruption
- Service Animals
- Format of Documents and
- Assistive Devices
- Training



Setting Inclusive Policy

- Guide and govern provision of goods and services to people with disabilities
- Adhere to principles of dignity, independence, integration and equality of opportunity
- Provide information in a way that takes into account the disability
- Provide information upon request
- If two laws conflict with one another, Section 38 of the AODA states that the law that provides the higher level of accessibility is the law that must be followed



Defining Disability

- Ontario Human Rights Commission (OHRC)
 - Brain injury, Chronic illness or medical disabilities,
 Developmental disabilities, Learning disabilities,
 Mental health, Physical disabilities, Sensory disabilities
 - Visible and non-visible, from birth or acquired, predictable or unpredictable, stable, variable or progressive, permanent or temporary



Best Practices

- Person first language
- Respect and consideration
- Get to know the person's needs
- Speak directly to the person
- Be patient and take the necessary time



Best Practices

- Ask before you offer help
- Ensure you have understood
- Do not touch or distract service animals
- Do not touch or move assistive devices
- Keep obstacles out of the way



Best Practices

- Keep in mind that
 - Not all disabilities are visible
 - It is the person's choice whether or not to disclose
 - It is important to avoid making assumptions about the type of disability



Quiz and Resources

- Please complete the quiz in your package and return to Disability Services, City Hall before December 30th
- Several resources available on the Intranet under Accessibility.
- Questions? Contact Leanne Warren



- ADDENDUM -

- Community Development and Environmental Services Committee Council Chambers

- December 14, 2009 - 12:30 p.m.

1) Proposed Changes to Lodging House and Two-Unit House Administrative Procedures (CDES-2009 A.50)

Delegations

- Daphne Wainman-Wood on behalf of the Old University Neighbourhood Residents Association
- John Campbell

The Corporation of the City of Guelph Community Development & Environmental Services Committee Monday, December 14, 2009, 12:30 p.m.

A meeting of the Community Development and Environmental Services Committee was held on Monday, December 14, 2009 in Council Committee Room at 12:30 p.m.

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

Also Present: Councillors Beard and Hofland

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Mr. J. Riddell, Director of Community Design and Development Services; Mr. D. McCaughan, Director of Operations; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

 Moved by Councillor Salisbury Seconded by Councillor Bell

THAT the minutes of the Community Development and Environmental Services Committee meeting held on November 16, 2009 be adopted without being read.

Carried

Consent Agenda

The following were extracted from the Consent Agenda:

- Proposed Renaming of Wellington Street to John Galt Parkway
- Norfolk/Woolwich/Norwich Five Points Intersection
- Proposed Changes to Lodging House and Two-Unit House Administrative Procedures
- Accessibility for Ontarians with Disabilities Act Accessible
- Moved by Mayor Farbridge Seconded by Councillor Bell

THAT the balance of the December 14, 2009 Community Development & Environmental Services Consent Agenda as identified below be approved:

a) 68-76 Wynhdam Street South Environmental Study Grant Request

THAT Community Design and Development Services Report 09-101, dated December 14, 2009 regarding a request for financial assistance pursuant to the City of Guelph Brownfield Redevelopment Community Improvement Plan for the property known municipally as 68-76 Wyndham Street South, be received;

REPORT

Community Development & Environmental Services Page 2 Committee

AND THAT the request for financial assistance made by the property owner under the Environmental Study Grant Program pursuant to the Brownfield Redevelopment Community Improvement Plan for the property known municipally as 68-76 Wyndham Street South be approved to an upset total of \$10,000 upon the completion of a Phase 2 Environmental Site Assessment and, if required, an additional grant to an upset total of \$10,000 upon the completion of a Remedial Work Plan;

AND THAT staff be directed to proceed with finalizing an Environmental Study Grant and Information Sharing Agreement with the owner of 68-76 Wyndham Street South;

AND THAT the Mayor and Clerk be authorized to sign the Environmental Study Grant and Information Sharing Agreements.

Carried

Proposed Renaming of Wellington Street to John Galt Parkway

Mr. Ross Irwin stated that the purpose of the request to change Wellington Street to John Galt Parkway is to provide respect for John Galt and educate the City of his role in establishing Guelph. He believes the affect to businesses would be minimal.

Mr. Scott Hannah, Manager of Development and Parks Planning, advised that Emergency Services have been consulted and they expressed some concerns regarding confusion with the current Galt John Streets. He also stated that businesses and residents on the three streets should be consulted prior to consideration of a name change.

REPORT

3. Moved by Councillor Bell Seconded by Councillor Piper

THAT Report 09-103 dated December 14, 2009 regarding the renaming of Wellington Street from Community Design and Development Services be received;

AND THAT the proposed renaming of Galt Street be referred to the 2010-2011 Priority Setting process.

Carried

Norfolk/Woolwich/Norwich Five Points Intersection

Ms. Carin Headrick, a resident who is blind, advised that regular traffic rules do not apply and cues are difficult to determine when attempting

Community Development & Environmental Services Page 3 Committee

to cross at roundabouts. She expressed concern for the safety of seniors or anyone that has difficulty crossing the roads quickly. She stated that roundabouts limit pedestrian access.

Mr. Paul Reeve, Chair of the Accessibility Advisory Committee, advised there is very little information available regarding pedestrian crossings at roundabouts, and no studies regarding pedestrians with disabilities crossing at roundabouts. He stated that roundabouts restrict access for any pedestrians lacking agility or sight and there is currently no technology available to assist them crossing roundabouts. He expressed concerns regarding pedestrian safety and requested the City reject the option of a roundabout at the Norfolk/Woolwich/Norwich Five Points Intersection.

Mr. Graham Giddy, on behalf of Wall-Custance Funeral Home raised the issue of access to the many businesses within metres of this intersection. He believes that people trying to get in and out of the driveways would inhibit the traffic flow of the roundabout; in particular the backup a funeral procession would create at the roundabout. He believes that the roundabout could deter traffic from going downtown.

Mr. J. Riddell

 Moved by Mayor Farbridge Seconded by Councillor Piper

THAT staff be directed to prepare an addendum to the Norfolk/Woolwich/Norwich Five Points Intersection Report to provide further information to City Council for the December 21, 2009 meeting, including but not exclusive to the following:

- The CFP
- Accessible design
- Test cases in high traffic areas

Carried

REPORT

 Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT Report 09-102, dated December 14, 2009 regarding a roundabout design at Norfolk/Woolwich/Norwich Five Points Intersection from Community Design and Development Services be received;

AND THAT a roundabout design option not be implemented at the Norfolk/Woolwich/Norwich Five Point Intersection;

AND THAT staff review, design and implement pedestrian, cyclist and vehicular traffic improvements, where possible, as part of the Norfolk Street reconstruction project in 2010;

Community Development & Environmental Services Page 4 Committee

AND THAT staff continue to review possible future locations for roundabout designs to be implemented when intersections are proposed or reconstructed.

Carried

Proposed Changes to Lodging House and Two-Unit House Administrative Procedures

Councillor Burcher suggested a deferral to enable staff to hold an Open House on January 14, 2010 before the matter goes to Council. This would provide an opportunity for public input and discussion.

Ms. Daphne Wainman-Wood, on behalf of the Old University Neighbourhood Residents Association, recommended the following changes to the proposed by-law:

- refer to the number of lodgers rather bedrooms;
- use the word "dwelling" rather than "house";
- reduce number of lodgers determining the categorization from 5 to 4;
- refer to all units as lodging houses and not differentiate between two-unit houses and lodging houses;
- require different inspection and licensing requirements for owner-occupied and absentee landlord units;
- clarify the separation distances for the two-unit houses;
- do not grandfather in the two-unit houses.

Mr. John Campbell suggested clarifying the categories and reducing it down to two categories being lodging houses and two-unit houses. He also believes the separation distance needs to be more explicit and does not think it should apply to accessory apartments.

Moved by Councillor Piper Seconded by Councillor Salisbury

THAT Report 09-100 from Community Design and Development Services regarding proposed changes to the administration of lodging houses and two-unit houses, dated December 14, 2009, be received;

AND THAT staff be directed to consult with the public and stakeholders regarding the proposed licensing process for lodging houses and two-unit houses; and,

AND THAT staff be directed to report back to the committee in February, 2010 with recommendations after the public input from the Open House in January.

Mr. J. Riddell

Carried

Community Development & Environmental Services Page 5 Committee

Accessibility for Ontarians with Disabilities Act – Accessible Customer Service Standard

Ms. Leanne Warren, Administrator of Disability Services reviewed the provincial legislation and the requirement to conduct accessible customer service training. She advised that the standards will provide standardized methods for delivering accessible customer service to our customers. She further advised that the Ontario Human Rights definition for disability is used in the City's policy and documents.

Ms. L.E. Payne

7. Moved by Councillor Piper Seconded by Councillor Salisbury

THAT the presentation by the Administrator of Disability Services with respect to Accessible Customer Service, be received.

Carried

8. Moved by Mayor Farbridge Seconded by Councillor Salisbury

THAT the Community Development and Environmental Services Committee now hold a meeting that is closed to the public with respect to:

Citizen Appointments to Committees

S. 239 (2) (b) personal matters about identifiable individuals.

Carried

Closed Meeting

 Moved by Councillor Piper Seconded by Mayor Farbridge

REPORT TO COUNCIL IN COMMITTEE OF THE WHOLE

THAT staff be given direction with respect to appointments to the Committee of Adjustment.

Carried

 Moved by Mayor Farbridge Seconded by Councillor Piper

REPORT TO COUNCIL IN COMMITTEE OF THE WHOLE

THAT staff be given direction with respect to appointments to the Environmental Advisory Committee.

Carried

December 14, 2009 Community Development & Environmental Services Page 6 Committee Moved by Councillor Piper 11. Seconded by Mayor Farbridge THAT staff be given direction with respect to appointments to the REPORT TO COUNCIL Environmental Advisory Committee. IN COMMITTEE OF THE WHOLE Carried Moved by Mayor Farbridge 12. Seconded by Councillor Piper THAT staff be given direction with respect to appointments to the REPORT TO COUNCIL Property Standards/Fence Viewers Committee. IN COMMITTEE OF THE WHOLE Carried Moved by Mayor Farbridge 13. Seconded by Councillor Bell REPORT TO COUNCIL THAT staff be given direction with respect to appointments to the IN COMMITTEE OF Property Standards/Fence Viewers Committee. THE WHOLE Carried Moved by Mayor Farbridge 14. Seconded by Councillor Bell THAT staff be given direction with respect to appointments to the REPORT TO COUNCIL River Systems Advisory Committee. IN COMMITTEE OF THE WHOLE Carried Moved by Mayor Farbridge 15. Seconded by Councillor Piper THAT staff be given direction with respect to appointments to the REPORT TO COUNCIL Water Conservation Public Advisory Committee. IN COMMITTEE OF THE WHOLE Carried Meeting Adjourned at 1:37 p.m. Next Meeting: January 18, 2009

Chairperson