

STAFF REPORT



TO Infrastructure, Development and Enterprise Committee

SERVICE AREA Infrastructure, Development and Enterprise

DATE December 8, 2015

SUBJECT Clair-Maltby Secondary Plan Study: Terms of Reference

REPORT NUMBER 15-99

EXECUTIVE SUMMARY

PURPOSE OF REPORT

The purpose of this report is to present the Terms of Reference (TOR) for the Clair-Maltby Secondary Plan Study to IDE Committee and Council prior to issuing the Request for Proposal (RFP) and retaining a consultant team. This report provides a high level overview of the TOR, highlighting the structure of the TOR, as well as the phasing and estimated timelines proposed for the Secondary Plan Study.

KEY FINDINGS

The Clair-Maltby Secondary Plan: Project Initiation Staff Report which outlined and recommended following the Master Environmental Servicing Plan (MESP) and Secondary Plan process was approved by Council on June 22, 2015. The MESP and Secondary Plan process is being used in order to appropriately address, in an efficient manner, the complexity and number of factors that need to be considered as the City moves forward with the Secondary Plan and the municipal servicing of the Clair-Maltby area.

The scope of the Terms of Reference (TOR) builds on existing background information and recently completed policy work and studies that have been completed and are available. The scope of work is not intended to duplicate work that has already been completed but rather build on and supplement, as appropriate, existing information to characterize natural heritage and water resource systems at a 'landscape' or 'system' level, which is necessary to complete prior to the detailed design stage for individual development applications.

The TOR for the Secondary Plan will be the guiding document for the issuance of an RFP in order to retain a consulting group to undertake the Clair-Maltby Secondary Plan Study.

The TOR includes an introduction that outlines the purpose/objectives of the secondary plan study, as well as the project phasing and estimated timelines.

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Following the introduction are a number of 'Task' sections that are specific to the technical studies required by the MESP and Secondary Plan. Each Task identifies the study purpose, as well as the key tasks and deliverables to be completed during each phase of the Secondary Plan Study.

FINANCIAL IMPLICATIONS

Capital funding to undertake this project was approved through the 2013-2015 capital budgets. Based on the requirements of the MESP and Secondary Planning process and the work outlined in the TOR, it is anticipated that additional capital funding will likely be required to complete all necessary work.

Refined costing of the Secondary Plan Study will be determined through the RFP process. A request will be made as part of the 2017 budget process, if required.

ACTION REQUIRED

Approve the TOR for the Clair-Maltby Secondary Plan Study as attached to this report.

RECOMMENDATION

1. That Report 15-99 regarding the Terms of Reference for the Clair-Maltby Secondary Plan, dated December 8, 2015, be received.
2. That Council approves the Terms of Reference for the Clair-Maltby Secondary Plan included as Attachment 11 to Report 15-99, dated December 8, 2015.

BACKGROUND

The Clair-Maltby Secondary Plan: Project Initiation Staff Report which outlined and recommended following the MESP and Secondary Plan process was approved by Council on June 22, 2015 (see guelph.ca/clair-maltby). The MESP and Secondary Plan process is being used in order to appropriately address, in an efficient manner, the complexity and number of factors that need to be considered as the City moves forward with the Secondary Plan and the municipal servicing of the Clair-Maltby area. The MESP proceeds in accordance with the Master Plan requirements of the Municipal Engineers Association Class Environmental Assessment (EA) process (Section A.2.7 of the Class EA document). The MESP and Secondary Plan process will provide an integrated approach to advance the development of the Clair-Maltby area. This approach integrates land use, environment, transportation and servicing studies/plans to guide the Secondary Plan.

In researching recently completed and currently in progress secondary plans in other municipalities, staff found many examples of the MESP process being used including, but not limited to: the North Leslie MESP in Richmond Hill; Cambridge West Community MESP; Seaton Community MESP in Pickering; East Side Lands MESP in the Region of Waterloo; and, the Future Urban Area in Markham. There are a number of different approaches being taken with respect to completion of MESP,

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Secondary Plans, and subwatershed studies/comprehensive EIS's. In some instances, the processes are undertaken sequentially (one after the other), while others combine some or all of the processes and undertake them concurrently. The approach being proposed for the Clair-Maltby Secondary Plan is to undertake the processes concurrently in an integrated manner as they all need to be completed prior to any development of these lands occurring. By undertaking them concurrently, the intention is that the overall timeline will be reduced as compared to the sequential approach.

The examples identified above all require/required substantial municipal services to be designed and installed prior to the lands being developed. The North Leslie MESP is of note as the land being studied for development is located on the Oak Ridges Moraine and the Clair-Maltby Secondary Plan area is located entirely on the Paris-Galt Moraine. Therefore, the environmental characterization/monitoring requirements, particularly related to groundwater, are very similar.

A Technical Steering Committee, comprised of representatives from many City departments, the County of Wellington, the Township of Puslinch and Grand River Conservation Authority (GRCA) provided input into the terms of reference.

A public open house was held on August 11, 2015, at which attendees were informed about the process and were provided an opportunity to give feedback on what should be included in the project terms of reference. An online survey was available on the project webpage for those who were unable to attend the open house. See Attachment 7 – Community Feedback from the Open House and Online Survey. In addition, a focus group was held on September 17, 2015 with invited stakeholders including area residents, representatives of the development community, and representatives from City committees, organizations and community groups. See Attachment 9 – Stakeholder feedback from the focus group meeting. Participants provided input on what should be studied as part of the Clair-Maltby area and responses included, but were not limited to: environmental considerations; transportation and mobility; mix of housing and uses; and, community services.

The Environmental Advisory Committee, River Systems Advisory Committee and Heritage Guelph were also consulted with respect to the TOR.

A draft of the TOR was posted publicly on the City website on October 23, 2015. Those individuals that requested to remain informed about the project were notified that the TOR was available for review and comment. See Attachment 10 – Public feedback on the draft terms of reference.

The comments received from the above noted Advisory Committees, the Technical Steering Committee, focus group stakeholders and from the public have been considered and have informed the draft terms of reference.

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REPORT

The Terms of Reference (TOR) is the guiding document for the issuance of a Request for Proposal (RFP) in order to retain a consulting team to undertake the Clair-Maltby Secondary Plan study. The TOR outlines the scope of work to be undertaken as part of this study. City staff will manage the project with input from the Staff Technical Steering Committee, a Technical Advisory Group and a Community Working Group.

The TOR is included in this report as Attachment 11 (see guelph.ca/clair-maltby).

The terms of reference is structured to include an introductory section followed by individual tasks.

The introductory section of the TOR includes background information, purpose/objectives of the secondary plan study, describes the components of the secondary plan process (i.e. MESP and Secondary Plan), outlines the proposed project phasing and expected timelines.

Following the introductory section are seven 'Task' sections which provide further detail with respect to the individual studies that will occur as part of this project. These include:

- Task A: Comprehensive Environmental Impact Study
- Task B: Water-Wastewater Servicing
- Task C: Stormwater Management
- Task D: Mobility
- Task E: Energy and Other Utilities
- Task F: Secondary Plan
- Task G: Fiscal Impact Assessment
- Task H: Community Engagement & Communications

Each task includes; the study purpose, phasing, key tasks and deliverables. Technical studies will be undertaken concurrently, with an emphasis on a coordinated and cohesive approach that includes continuous feedback loops. This integrated and iterative approach is to ensure that information collected from each study will inform the other technical studies and the development of a feasible Secondary Plan.

The scope of this project is larger than many of the secondary plans the City has completed to date. The reason for this is that the City has no physical infrastructure or services within the secondary plan area. The secondary planning area is also very complex in terms of natural heritage, water resource systems and its geophysical setting. Thus, the scope of the secondary plan study, particularly the environmental and servicing components, has to incorporate the level of detail necessary for the City to provide such services as: storm and sanitary sewer networks, water distribution network; road network; integrated and comprehensive trail system; storm water management facilities; etc. In considering where to locate

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all of these services and facilities, the Natural Heritage System that has been identified through Official Plan Amendment 42 must be protected.

It should be noted that the scope of the TOR builds on existing background information and recently completed policy work and studies that have been completed and are available, most notably through OPA 42. The scope of work is not intended to duplicate work that has already been completed but rather build on and supplement, as appropriate, existing information to characterize natural heritage and water resource systems at a 'landscape' or 'system' level, which is necessary to complete prior to the detailed design stage for individual development applications. With respect to infrastructure projects, it should be noted that the level of detail will be a conceptual level of design allowing for flexibility with respect to future servicing opportunities.

The scope of the environmental work is proposed to satisfy the requirements of the Municipal Class EA, the Provincial Policy Statement and the City's Official Plan. In addition, the scope will provide support in considering potential servicing alternatives, as well as, in considering potential land use designations (i.e. low, medium or high density residential, commercial, etc.) while ensuring the Natural Heritage System is not negatively impacted. The scope proposed for the Comprehensive Environmental Impact Study has been informed by input from the GRCA, (see Attachment 8 for the GRCA comments dated August 28, 2015), as well as input from the Ministry of Natural Resources and Forestry (MNR). Future development applications and detailed project designs will still be required to undertake environmental work specific to individual development applications which will be reliant on the baseline data and will be guided by the environmental management strategies and targets being established through the secondary plan study.

In considering the public comments on the draft TOR regarding the proposed scope of the study, staff considered what the potential risks may be if the scope of the study is reduced. Since individual development applications do not assess impacts or develop mitigation/management strategies and targets at a broader landscape/system level and cannot assess overall cumulative impact of urbanizing this area, if the scope of the comprehensive environmental impact study is reduced, then any or all of the following risks should be considered:

- Sufficient information would not be available to develop comprehensive recommendations to manage/mitigate potential negative impacts. This could result in decreases to base flow to Hanlon and Mill Creeks which may then impact the broader subwatershed including fish habitat and water quality;
- As this is an area of significant groundwater recharge, a less robust understanding of the characteristics of the groundwater regimes could result in future development negatively impacting the functionality of the moraine with respect to groundwater recharge and discharge, as well as shallow and deep flow patterns over the long term; and,

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- A reduction in recharge quality or quantity could influence or limit the City's ability to develop future groundwater supply sources and potentially impact water quality. The City's Water Supply Master Plan has identified the need for future water supply wells in this general area.

Other potential risks related to reducing the scope of the Terms of Reference may include:

- Potential Part II Order with respect to the MESP;
- Potential Ontario Municipal Board appeal(s) of the Secondary Plan Official Plan Amendment; and,
- Impacts to the efficient and timely processing of future development applications if the recommended comprehensive analysis is put off to a future stage.

With respect to the public comments regarding establishing population and employment targets in the TOR, we note that most of the secondary plan area is within the designated greenfield area and, therefore, subject to the Official Plan policies (Section 2.4.10) which set a minimum density target of a combined 50 persons and jobs per hectare for the City's entire designated greenfield area. Staff are recommending an approach in the draft TOR to establish the population and employment targets following the development of the vision and guiding principles for the secondary plan area. This approach allows for the targets to be set in line with the vision and principles. The population and employment targets for the secondary plan area will then inform the city-wide update of the land budget and intensification study related to the 2041 targets and the Growth Plan Amendment 2 conformity exercise.

Project Timeline

The process developed for the Clair-Maltby Secondary Plan includes three phases with the anticipated timelines:

- Phase 1 – Background: data collection, environmental characterization, development of a technical work plan, development of principles/goals for the secondary plan (12 months)
- Phase 2 – Project: develop Conceptual Community Structure, substantial completion of technical studies, select Preferred Community Structure Alternative (24 months)
- Phase 3 – MESP and Secondary Plan (12 months)

A preliminary process outline in diagram form for the Clair-Maltby Secondary Plan study has been included as Attachment 3.

Subject to council approval of the TOR, it is anticipated that the RFP will be released and a consulting team retained in Q1 of 2016.

Time ranges for the project phases have been estimated based on the deliverables for each phase of the secondary plan process. The estimated timeline is

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approximately 4 years from when the consultant team begins work on the project to Council approval of the secondary plan based on the technical requirements for environmental and groundwater monitoring (minimum 3 years of continuous multi-level groundwater monitoring to characterize the groundwater level, quality, quantity, flow patterns and temperature). Through the request for proposal (RFP) process, consultants will be asked to identify opportunities for efficiencies while still meeting the requirements of the terms of reference and all applicable legislative, policy and regulatory requirements.

Timing has been estimated for each phase, however, the overall project timing is also subject to Council direction and decisions at key milestones and may also be impacted by potential legislative, policy and/or regulatory changes that occur during the course of the project. In addition, completion of other city-wide studies (i.e. updated commercial policy review, employment land needs study) and the resolution of ongoing OMB appeals (i.e. OPA 48, OPA 54) may impact the timing of the Secondary Plan as the studies and policies are required inputs to the secondary plan.

Community Engagement

City staff undertook a different approach to developing the TOR for this project by engaging the public and key stakeholders early in the process. It was considered critical to undertake community engagement in the development of the detailed TOR to ensure that, as much as possible, there is stakeholder support regarding the scope of the secondary plan from the outset of the process.

City staff has engaged community stakeholders in the development of the TOR. Consultation included a public open house held on August 11, 2015 and a focus group session held on September 17, 2015. A feedback form was available at the open house and on the website for individuals to submit comments. The feedback received and notes taken during facilitated discussions informed the draft TOR. The draft TOR was then released on October 23, 2015 to the public for review and comment prior to the TOR being finalized. A summary of community feedback collected at the open house, focus group session and feedback received on the draft TOR have been included as Attachments 7, 9 and 10.

In addition to City staff, the County of Wellington, Township of Puslinch and the GRCA were represented on the Technical Steering Committee (TSC) to inform the development and review of the TOR.

The Environmental Advisory Committee (EAC) and the River Systems Advisory Committee (RSAC) have been included in the development and review of the draft TOR. Input was received in July 2015 prior to the draft TOR being prepared. The final draft TOR was presented to both committees in November 2015 for their review and comment. See Attachments 4 and 6 for the EAC and RSAC motions.

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In response to the November 12, 2015 EAC motion that EAC passed, staff have modified the TOR and provided additional information and clarification in response to the motion. See Attachment 5 for the staff response explaining how the EAC motion has been incorporated in the TOR or addressed.

The final draft TOR was also presented to Heritage Guelph in November 2015 for their comments.

The draft TOR includes parameters for a community engagement process to be developed and executed by the consultants through the Clair-Maltby Secondary Plan work plan. It is anticipated that there will be a number of other community engagement events for the public throughout the process. As well, a Technical Advisory Group (TAG) and a Community Working Group (CWG) will be established and Council Appointed Advisory Committees will be consulted throughout the secondary plan process. The terms of reference and membership of the TAG and CWG will be developed in Phase 1.

Timing/Next Steps

Upon Council approval of the TOR, the RFP will be posted and a consulting team will be hired. Timing is set for early 2016.

CORPORATE STRATEGIC PLAN

Strategic Direction 3.1: Ensure a well-designed, safe, inclusive, appealing and sustainable City.

Strategic Direction 3.2: Be economically viable, resilient, diverse and attractive for business.

Strategic Direction 3.3: Strengthen citizen and stakeholder engagement and communications.

FINANCIAL IMPLICATIONS

Capital funding to undertake this project was approved through the 2013-2015 capital budgets. Based on the requirements of the MESP and Secondary Planning process and the work outlined in the TOR, it is anticipated that additional capital funding will likely be required to complete all necessary work.

Refined costing of the Secondary Plan Study will be determined through the RFP process. A request will be made as part of the 2017 budget process, if required.

DEPARTMENTAL CONSULTATION

City staff from a number of service areas have formed the Technical Steering Committee (TSC) and have been consulted in order to draft the TOR for the Clair-Maltby Secondary Plan, including:

Infrastructure, Development and Enterprise Services

- Planning, Urban Design and Building Services (Policy Planning and Urban Design, Development Planning)

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- Engineering and Capital Infrastructure Services (Development and Environmental Engineering, Transportation and Infrastructure)
- Business Development and Enterprise (Economic Development, Community Energy)
- Environmental Services (Water, Wastewater, Solid Waste)

Public Services

- Parks and Recreation (Parks/Park Design, Forestry)
- Operations
- Guelph Transit
- Emergency Services

Corporate Services

- Communications and Customer Service (Communications)
- Finance

Office of the Chief Administrative Officer

- Intergovernmental Relations, Policy and Open Government (Community Engagement)

COMMUNICATIONS

The development of a Community Engagement Plan and Communications Plan has been included as part of the TOR and will form part of the RFP. The Community Engagement Plan and Communications Plan will be developed by the consultant team in coordination with City Community Engagement and Communications staff. Key stakeholders and the general public will be engaged throughout the process.

ATTACHMENTS

Attachment 1	Clair-Maltby Secondary Plan Study Area
Attachment 2	Aerial photograph of Clair-Maltby Study Area
Attachment 3	Clair-Maltby Secondary Plan Process Outline
Attachment 4	Environmental Advisory Committee Motions (July 8, 2015 and November 12, 2015)
Attachment 5	Staff Response to the November 12, 2015 EAC Motion
Attachment 6	River System Advisory Committee Motions (July 29, 2015 and November 18, 2015)
Attachment 7	Community Feedback from the Open House and Online Survey
Attachment 8	Comments from GRCA (August 30, 2015)
Attachment 9	Stakeholder Feedback from the Focus Group meeting
Attachment 10	Public Feedback on the draft Terms of Reference
*Attachment 11	Clair-Maltby Secondary Plan Terms of Reference

*Attachment 11 is available on the City of Guelph website at guelph.ca/clair-maltby

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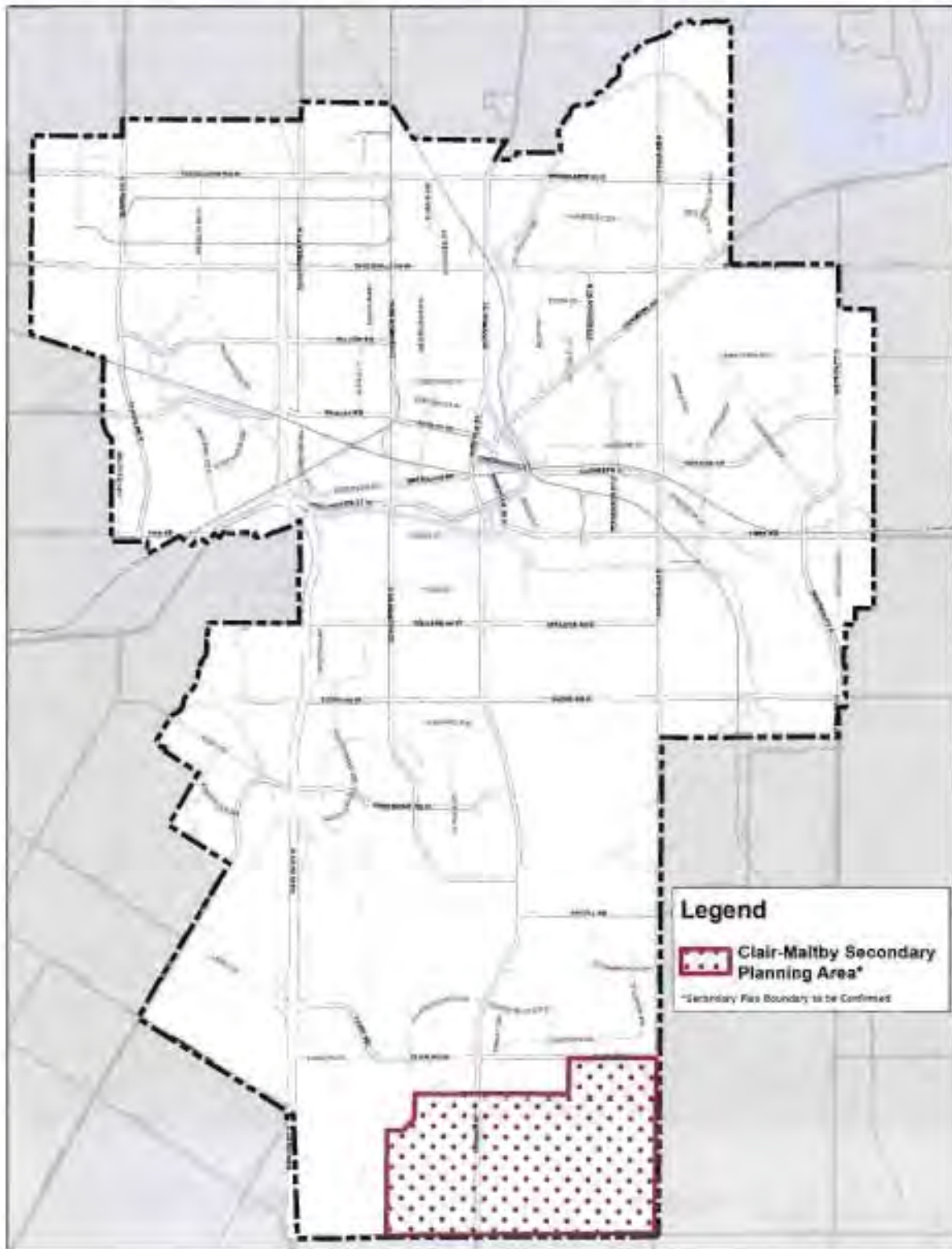
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Attachment 1 – Clair-Maltby Secondary Planning Area




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Attachment 2 – Aerial photograph of Clair-Maltby Study Area



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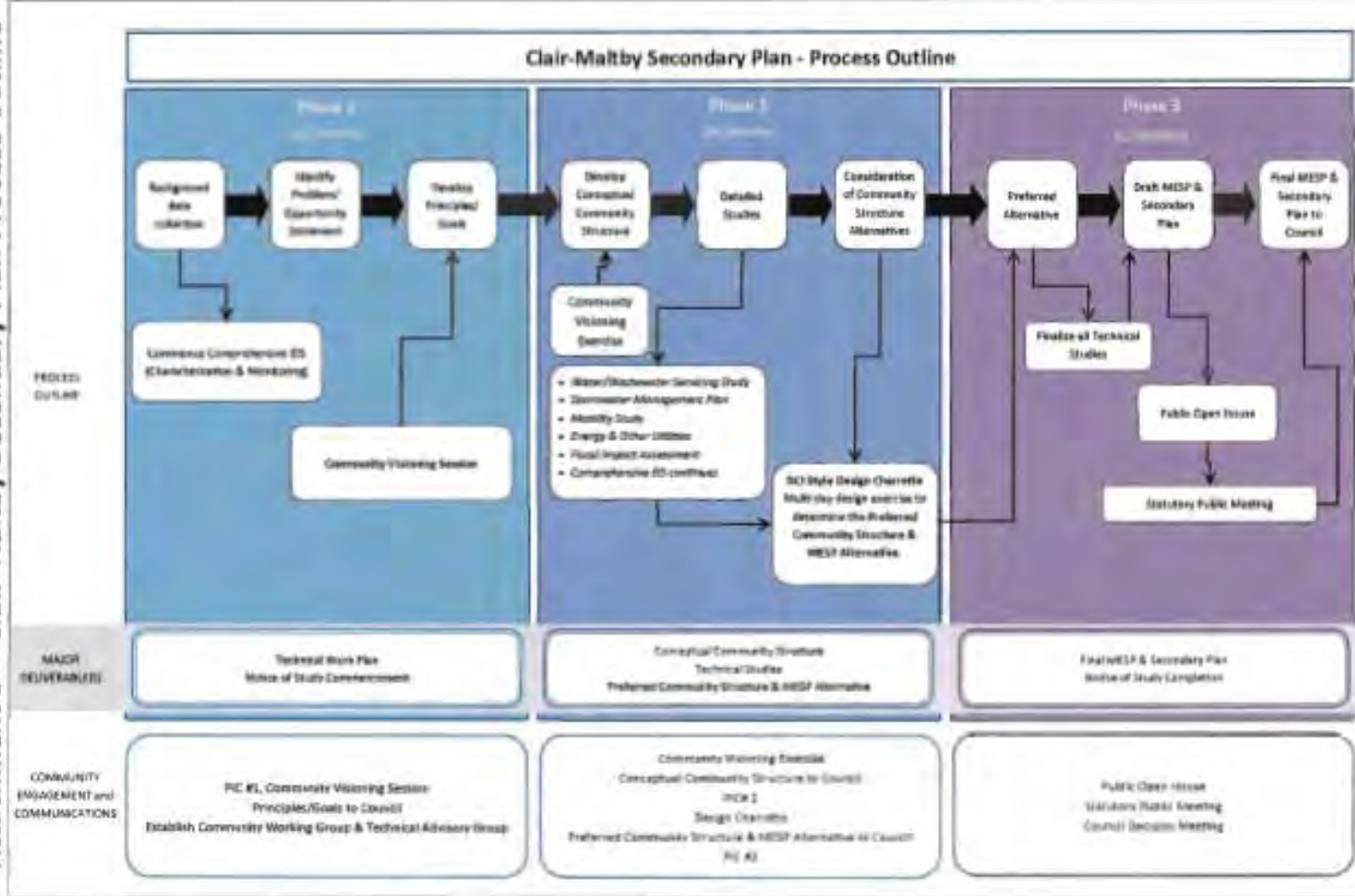


2012 Orthophoto
Clair - Maltby Secondary Planning Area
*Secondary Plan Boundary to be confirmed



Produced by the City of Guelph
Planning and Development Services
Map Services Planning
November 2012

Attachment 3 – Clair-Maltby Secondary Plan Process Outline



Attachment 4 – EAC Motions

July 8, 2015 Environmental Advisory Committee Motion

“THAT the Environmental Advisory Committee supports the development of a detailed Terms of Reference for the Clair Maltby Secondary Plan and:

- Appoint C. Oaks and M. Mosco as representatives to participate in a facilitated focus group meeting to be held in late August/early September.
- Recommend staff consider the following in the development of an initial draft Terms of Reference document for the Clair-Maltby Secondary Plan:
 - a. Updating existing recommendations, models and information from the existing Mill Creek, Torrance Creek and Hanlon Creek subwatershed studies (as applicable);
 - b. Assess the existing information regarding the Natural Heritage System to identify potential information gaps and mapping refinements;
 - c. Completing wildlife surveys and a landscape/study area level analysis to inform decision making in relation to wildlife habitat, wildlife movement and ecological linkage functions, as well as potential habitats for Species At Risk, buffers and restoration opportunities;
 - d. Scoping of a storm water management approach that utilizes an integrated water management approach and maintains hydrological and hydrogeological functions;
 - e. Considers long term land use changes and impacts to the study area and will enable development of recommendations and policies to address these changes and possible negative impacts; and,
 - f. Examine and evaluate potential cumulative impacts at a landscape level.
- Request that the Committee be circulated a draft of the Terms of Reference for review and comment and that staff bring an additional report to collect feedback and comments from the Committee.”

November 12, 2015 Environmental Advisory Committee Motion

“THAT the Environmental Advisory Committee support the proposed Clair-Maltby Secondary Plan, Master Environmental Servicing Plan and Community Plan Draft Terms of Reference, subject to the following being included:

- Wildlife corridors need to be studied beyond the secondary plan boundary and incorporate linkage connections at a sub watershed level
- That as part of the background review within Phase 1 the Ecological Sensitive Landscape Policies from the Regional Official Plan and the Cambridge West MESP be reviewed.
- That a salt assessment study be incorporated into the MESP and Community Plan and feed into the development of future salt management plans

THAT the City takes a precautionary approach to considering future development within the Clair Maltby area, recognizing that the Clair Maltby area is located on the Paris Galt Moraine, is a sensitive headwater area supporting Hanlon, Mill and Torrance Creeks and includes important natural heritage features and areas”

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Attachment 5 – Staff Response to November 12, 2015 EAC Motion

EAC Comment	Staff Response
<ul style="list-style-type: none"> Wildlife corridors need to be studied beyond the secondary plan boundary and incorporate linkage connections at a sub watershed level 	<p>The proposed approach utilizing a two tiered study area is intended to support the consideration and analysis in order to incorporate linkage connections at a subwatershed level.</p> <p>The specific boundaries for the CEIS study area(s) will be determined as part of the Technical Work Plan.</p>
<ul style="list-style-type: none"> That as part of the background review within Phase 1 the Ecological Sensitive Landscape Policies from the Regional Official Plan and the Cambridge West MESP be reviewed. 	<p>City staff reviewed the Cambridge West MESP along with a number of other similar examples as part of the development of the Terms of Reference document and have incorporated concepts from other studies into the Terms of Reference.</p> <p>Staff also reviewed the Region of Waterloo’s Environmentally Sensitive Landscapes (ESL) polices, which are not intended to apply within urban areas like the City of Guelph. The Region of Waterloo has identified ESLs within their Official Plan to provide direction regarding where future urban growth and development should not occur due to environmental sensitivities. The Clair Maltby area has already been identified as an area to accommodate future urban growth and development in the City and therefore the ESL approach is not applicable.</p> <p>However the CEIS will utilize a similar landscape level approach to ESLs building on the City’s Natural Heritage System as contained within the Official Plan.</p>
<ul style="list-style-type: none"> That a salt assessment study be incorporated into the MESP and Community Plan and feed into the development of future salt management plans. 	<p>The CEIS scope within the Terms of Reference has been revised to provide greater clarity around the development of recommendations to address salt and salt management in relation to the protection of water quality.</p>

Attachment 6 – RSAC Motions

July 29, 2015 Rivers System Advisory Committee Motion

“That the River System Advisory Committee support the development of a detailed Terms of Reference for the Clair-Maltby Secondary Plan and:

- Appoint Javier Acosta and Jeremy Shute as representatives to participate in a facilitated focus group meeting to be held in late August/early September.
- Recommend staff consider the following in the development of an initial draft Terms of Reference document for the Clair-Maltby Secondary Plan:
 - a. Updating existing recommendations, models and information from the existing Mill Creek, Torrance Creek and Hanlon Creek subwatershed studies (as applicable);
 - b. Assess the existing information regarding the Natural Heritage System to identify potential information gaps and mapping refinements;
 - c. Completing wildlife surveys and a landscape/study area level analysis to inform decision making in relation to wildlife habitat, wildlife movement and ecological linkage functions, as well as potential habitats for Species At Risk;
 - d. Consideration of impacts to wildlife and wildlife habitat from development pressure and human interactions
 - e. Scoping of a storm water management approach that utilizes an integrated water management approach and maintains hydrological and hydrogeological functions; and,
 - f. Consideration of surface water and ground water functions and interactions in relation to drinking water supply and nearby ground water fed water ways and wetlands, including protection of headwater stream functions.
 - g. Considers long term land use changes and impacts to the study area and will enable development of recommendations and policies to address these changes and possible negative impacts.
 - h. A soil quality study to inform land use potential.
- Request that the Committee be circulated a draft of the Terms of Reference for review and comment and that staff bring an additional report to collect feedback and comments from the Committee.”

November 18, 2015 River Systems Advisory Committee Motion

“THAT the River Systems Advisory Committee support the proposed Clair-Maltby Secondary Plan, Master Environmental Servicing Plan and Community Plan Draft Terms of Reference.

THAT the City takes a precautionary approach to considering future development within the Clair Maltby area, recognizing that the Clair Maltby area is located on the Paris Galt Moraine, is a sensitive headwater area supporting Hanlon, Mill and Torrance Creeks and includes important natural heritage features and areas.”

Attachment 7 – Community Feedback from the Open House and Online Survey

The Clair-Maltby Secondary Plan Open House provided feedback forms for attendees as well as an online survey which was available from August 11-15. There were 4 feedback forms and 20 online surveys completed for a total of 24 responses. There were approximately 85-100 people that attended the Open House.

1. What characteristics (e.g. environment, recreation, roads, housing) of the study area do you consider most important? How would you like to see these characteristics studied?

Fourteen of the twenty-two respondents that replied to this question considered environmental characteristics most important. Respondents expressed concern for the Natural Heritage System within this area, wildlife, trees, water resources, and conservation measures. Twelve of the respondents also mentioned that transportation and outdoor recreation were important (roads, trails and bike lanes). Six of the respondents mentioned housing and would like to see variety in the housing options available (affordable, low-high density, sustainable building, and walkable communities).

2. What services and infrastructure (e.g. public and private utilities such as water, hydro, telephone, etc., solid waste collection) do you expect to see studied?

Nineteen respondents replied to this question and twelve of them would like to see all of these services studied, with seven respondents stressing water. Four respondents also stressed environmental consideration in this question suggesting the exploration of green, sustainable development.

3. What types of community facilities (e.g. libraries, parks, schools, etc.) do you expect to see studied?

Twenty-one respondents replied to this question and thirteen of these respondents mentioned forms of recreation (community centres, rinks, swimming, sports fields, parks, walking trails). Seven respondents specified that they would like to see schools studied.

4. Studies related to land use, environment, servicing and utilities, transportation, and financial impact will be conducted. Is there any specific study that you think is missing?

Twenty respondents replied to this question and the responses were varied; however, environment, sustainable development and active transportation were

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common themes. Eight respondents expressed environmental considerations (sustainable development/green infrastructure, Natural Heritage, climate change, Community Energy Initiative), and three respondents mentioned active transportation (walkability, pedestrian/cyclist friendly).

5. What types of land uses (low/medium/high density residential, commercial, etc.) do you want to see considered?

Twenty-one respondents replied to this question. Seven respondents said they would like to see a mix of uses, six respondents would like to see low density residential, five respondents mentioned high density residential. Seven respondents also expressed that they would like to see natural areas (green spaces, undeveloped/forested areas, low impact development).

6. What types of transportation facilities would you like to see? (Pedestrian connections and routes, transit, roads, bike routes, trails, etc.)

Twenty-one respondents replied to this question. Seventeen of the respondents communicated that they would like to see active transportation facilities available – primarily bike lanes and walking trails/pedestrian connections. Eight respondents would like to see public transit available, and five respondents expressed that they would like to see all types.

7. Additional Comments:

- i. My father owns a couple of parcels with Maple, Beach, and Conifers growing, and has harvested wood periodically over the last almost 60 years. Would this activity become restricted?
- ii. We are interested in knowing whether or not the commencement of the secondary planning process will influence the negotiations and outcome of the 331 Clair Rd E OMB hearing.
- iii. Guelph is a charming and unique city with a rich agricultural history that I would like to see preserved in this last piece of land available for development. There is always a need for a city to grow and progress but that doesn't mean that Guelph needs to mirror or replicate sprawling urban centres such as the GTA. Please consider the future needs of Guelph and its residents. Re-developing land around the city (such as downtown) and protecting our unique environmental features should be a top priority. The mindful development of this last portion of land allows for great opportunities!
- iv. First off, I would sincerely like to thank the city for allowing its citizens to play a part in shaping how this city will develop! As mentioned in question 6, the city should really consult ecologically sound new urbanist urban design principles in the development of the Clair-Maltby city district. Landscape

urbanist strategies should also be investigated. This approach should prioritize environmental sustainability, as demonstrated in the book "Skinny Street and Green Neighbourhoods" mentioned in question 6. It is really important to place businesses right on the street in order to encourage a more personable neighbourhood environment. Furthermore, it is critical to develop a diversity of housing types that will foster a diverse population in order to make the neighbourhood more interesting and dynamic. Furthermore, community identity should be prioritized and this constitutes creating community centres and resources that will help bring people together (Like a park that screens movies on certain nights as seen in St. George's Square). Furthermore, the built heritage features of the area should be preserved and integrated thoughtfully (including the preservation of farmhouses and barns and integrating them into residential areas and preserving any existing linear bands of mature trees the fields) I would be so happy if the city took initiative in preserving and integrating the agricultural heritage of the area into this district! On a final note, I sincerely hope that this neighbourhood and the Yorklands will be developed relative to the approach that I outlined above, and I hope existing neighbourhoods in Guelph can further grow in this direction as well!

- v. It is unfortunate that the City has allowed some development to already take place such as the Dallan Lands along Clair Road, the Bird property on Gordon St. and the new emergency facility on Clair Road west of Gordon St. These areas were considered in a piecemeal fashion even though it was known that no Secondary Plan was in place for this area of the City. It will likely mean that these areas will be difficult to integrate into the planned Secondary Plan. In the case of the Dallan Land development, the City's Natural Heritage System was altered to permit more economic and standard residential development to take place while placing a Provincially Significant Wetland at Clair Road in jeopardy. It is sincerely hoped that the City's Natural Heritage System as per OPA 42 will be strictly maintained in this area of the City.
- vi. Will traffic lights be put at the intersection of Maltby Road and Gordon and when will this happen?
- vii. Have a balanced study for the area - wider City aspirations coupled with present speculative landowners within the area
- viii. There should be adequate consultation with the community as we develop these rural lands.
- ix. Please please please start looking at including a public high school for the south end (and for the children of Aberfoyle and Puslinch that are bused so far from home). The city can not ignore the fact that having a school in one's own

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area is beneficial too all--the students themselves, the parents, and the staff at the school. Not to mention the board will save money on transportation and be able to put it into making Guelph's education system even stronger by not having to provide buses for south end students if the school is in walking distance or a quick city bus ride away.

- x. Why does the last undeveloped corner *HAVE* to be developed at all???
- xi. This community should be planned to go above any beyond what we see currently in the city. It should require builders to be innovative and create, create as minimal of an impact as possible and get away from the "cookie cutter" buildings of the remainder of the south end.

Attachment 8 – Comments from the GRCA

August 28, 2015
Clair-Maltby Secondary Plan
GRCA Input for Terms of Reference

Delineation of MESP Study Area

We suggest that the final study area for the comprehensive environmental impact study uses a tiered approach. A high-level characterization can be provided at a subwatershed scale (with focus on the Hanlon Creek and Upper Mill Creek subcatchments) to provide context to the Secondary Plan area. The high-level characterization would utilize existing information collected in the background review. The more detailed study including necessary technical work/field work, the analysis of existing conditions, and the impact assessment would then use the identified Secondary Plan area as a final study area boundary. Using this approach, the Terms of Reference should include flexibility where lands immediately adjacent to the Secondary Plan area need to be considered in a particular detailed assessment (e.g. requirements for Endangered Species Act, baseflow monitoring). Where access is unattainable outside of the Secondary Plan Area, existing information or observations made from the Secondary Plan Area could be utilized (e.g., well records, etc.).

Phase 1 - Background Review of Existing Information & Draft of Proposed Technical Work Plan(s)

This review needs to assemble subwatershed data/information from previous subwatershed studies, the Hanlon State of the Watershed Study (2003), collection of information/monitoring from adjacent developments (EIS/EIR), information from the Guelph Tier 3 study, Significant Wildlife Habitat study, etc. Data deficiencies would then be prioritized to inform the technical work plan.

Once the analysis of background data is completed, we expect that a technical work plan for various subcomponent studies will be drafted for review and approval by the steering committee. The work plans will outline the field program and analyses necessary to fill in the gaps in information identified in the background review.

Phase 1 - Technical Work Plan & Field Work for Detailed Study Area

We expect that relevant existing information and data collected through the technical work program will provide the following background data in the detailed studies (EIS, SWM, etc.) in Phases 1/2:

Natural Heritage

1. Delineation of the MESP Study Area
2. Water quality sampling for wetlands as a baseline to evaluate and monitor potential impacts – Sample Total Suspended Solids (TSS), Total Dissolved Solids (TDS), Orthophosphate (P), Total Phosphorus (TP), Dissolved Sulphate (SO₄), Dissolved Chloride (Cl), Total Kjeldahl Nitrogen (TKN), Nitrite (NO₂), Nitrate (NO₃) and ammonia (NH₃), water temperature, pH, conductivity, and dissolved oxygen

3. Surveys of vernal ponds, if present, to determine the presence/absence of Jefferson salamander, in consultation with the MNR
4. Spring and summer amphibian calling surveys
5. Spring/summer breeding bird surveys in accordance with OBBA protocols
6. Three-season botanical surveys, especially woodland ephemerals in order to document the presence of provincially and regionally significant species
7. Summer botanical surveys and ELC habitat delineation/classification
8. Wetland boundary and forest dripline delineation (use OWES to determine wetland limits and ELC for forest communities)
9. Wetland evaluations in accordance with the most recent edition of OWES manual, including all wetlands not been mapped previously and/or have not been evaluated in the entire Study Area in consultation with MNR
10. Winter wildlife survey and habitat assessment (deer and raptors)
11. Reptile surveys – habitat assessment, road mortality surveys and “cover board” surveys between April and October
12. Assess presence of Significant Wildlife Habitat, if required, as defined by MNR. Identify wildlife crossings.
13. Assess presence of Endangered and Threatened Species
14. Establishment of terrestrial and wetland monitoring lots

Geology/Hydrogeology/Hydrology

15. Develop a wetland water level monitoring network - Piezometer installation for continuous wetland water level readings
16. Develop a groundwater monitoring network involving a minimum 3 years of continuous multi-level groundwater monitoring for groundwater levels and temperature. The location, depth and number of groundwater monitoring wells, boreholes and piezometers can be developed in the Technical Work Plan. It is recommended that a combination of boreholes/monitoring wells and drive-point piezometers be used to establish baseline hydrogeologic conditions influencing wetlands and watercourses within the Secondary Plan area and that these be strategically located to correspond with wetland monitoring stations, hydrogeologic, hydrologic, aquatic and terrestrial areas of interest and on-going monitoring programs.
17. Stream baseflow measurements should be collected to confirm linkages between the groundwater system and the tributaries of Upper Mill and Hanlon Creeks (should utilize a spot flow program –spots in close proximity to development area where access is feasible - include min. 3 baseflow level and temperature readings at each point per year). Utilize existing flow information.
18. Mapping of any identified seeps and springs within the detailed study area.
19. Water quality sampling should be completed on groundwater monitoring wells (early spring and late summer/fall) to gather updated baseline water quality for the study area. Water quality sampling should include at a minimum field parameters (pH, conductivity, temperature, redox, alkalinity and dissolved oxygen) and

- laboratory sampling for major anions and cations along with sampling for any known groundwater conditions of concern (e.g. nitrate, chloride, and hydrocarbons).
20. Single well hydraulic conductivity testing should be conducted at each of the groundwater monitoring wells to collect baseline hydraulic conductivity values for wells included in the field program.
 21. Detailed 1m topographic mapping of the Secondary Plan area.

Phase 1/2 – Detailed Study - Existing Conditions Analysis - Environmental Impact Study/Groundwater and SWM Analysis

GRCA would require the following to be provided in the detailed studies of existing conditions:

1. Mapping, identification, and evaluation of the Natural Heritage System within the defined Study Area, including topography, landscape level systems, core features, ecological buffers, prescribed minimum development setbacks, ecological processes and the linkages among these elements.
2. Mapping, identification, and evaluation of groundwater and geologic features and functions within and external to the Secondary Plan area, including significant recharge and discharge areas, aquifers and aquitards, source water protection areas (groundwater and surface water), areas required for protection, and the linkages among natural heritage features and groundwater features.
3. Identification of minimum corridor widths for maintaining ecological and significant geological linkages both within and external to the Secondary Plan area.
4. Identification of opportunities for enhancement and restoration of the natural heritage system, groundwater and geological features, and linkages among these systems.
5. Analysis of previous subwatershed studies to verify changes in the Hanlon, Mill, and Torrance Creek subwatersheds within the Secondary Plan Area.
6. Provide an existing conditions hydrology model. Update watershed and catchment mapping for each subwatershed within the detailed Study Area.
7. Produce a monthly, seasonal and annual water budget on a subwatershed basis (for the Study Area) and for specific natural heritage features (i.e., wetlands and woodlands). Provide a complete evaluation of hydrogeology, hydro periods and hydrology for specific natural heritage features.
8. As part of groundwater resources evaluation, establish local surface and groundwater recharge targets to sustain baseflow to Grand River tributaries and

wetlands. Produce groundwater model to quantify sensitivity of groundwater resources to land use change.

9. Recommend stormwater management criteria based on existing environmental conditions (legal outlet, water quality, water quantity, infiltration targets, water budget and feature based water budgets).
10. Identification of stormwater management practices and best management practices that maintain or enhance the quality, quantity and distribution of stormwater including infiltration measures, and minimize stormwater volumes and contaminant loads.
11. Provide ground-truth watercourse mapping for Mill Creek developed by the GRCA (e.g. SWOOP 2010).
12. Identification of any requirements for source water protection.

Phases 2- Consideration of Development Options - Impact Assessment

GRCA would require the following to be provided when considering development options:

1. Analysis of potential, direct, and indirect impacts to natural resources based on future development scenarios (including EA options for transportation and City infrastructure) including cumulative impact and residual effects, and recommend any further environmental buffers or mitigation measures required to sustain the identified natural heritage system and natural resource identified for protection.
2. Utilize existing conditions hydrology and groundwater models to prepare a proposed conditions model for various development scenarios.
3. Provide proposed conditions water balance analysis for natural heritage features (i.e., wetlands, woodlands, kettle wetlands) based on preferred development concept.
4. Identification of an overland flow route for regulatory storm event.

Phase 3 - Draft MESP - Preferred Development Option

The following would be needed in the Draft MESP:

1. Development of a preferred comprehensive stormwater management strategy including the general location, type and discharge/infiltration targets for all stormwater facilities – the adequacy of stormwater outlets needs to be explored at this level considering lack of overland outlet.

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2. MESP must demonstrate the protection of the quality, quantity, distribution and direction of flow of existing surface and groundwater resources. Must also demonstrate the sustainability of natural heritage and geologic linkages at a landscape level.

Implementation and Monitoring Plans

1. Development of a monitoring and adaptive management strategy to ensure long-term sustainability of natural heritage system in MESP area – must identify items to be monitored, locations and when, and time frames. An integrated biological monitoring strategy must form part of this to assess whether MESP objectives and targets are being achieved. The management strategy also needs to look at best management practices for linkages and include a conceptual review of trail linkages in SP Area.
2. An implementation plan must be prepared with time frames to guide future development in the Study Area based on the adaptive management strategy. It should identify how to deal with changes to the plan as well.
3. Restoration needs and enhancement opportunities need to be prioritized as well as protection areas based on the preferred concept.

Additional input

We request that through the MESP/Secondary Planning process any changes to GRCA's regulated area mapping are presented for display at public meetings. Displays should include the following language, "the public notices shall fulfill the requirements for public consultation for resulting amendments to the Grand River Conservation Authority's regulated area mapping of Ontario Regulation 150/06 made under the Conservation Authorities Act. "

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Attachment 9 – Stakeholder Feedback from the Focus Group Meeting (September 17, 2015)

Focus Group Discussion Summary

Question	Responses
<p>The project team has drafted a Table of Contents outlining the structure of the TOR. Is there anything that should be added?</p>	<p>Common Themes:</p> <ul style="list-style-type: none"> • Affordable Housing • Consumer Needs Study • Servicing • Alternative development standards • Sustainable development • Land efficiency • Walkable Community <p>Comments:</p> <ul style="list-style-type: none"> • The first component of the Terms of Reference must include the establishment of the residents, jobs and commercial floor area targets for the Secondary Plan Area. The updates to the Local Growth Management Study, Employment Land Need Study and Commercial Policy Review will determine these targets. • The need and detail of the Comprehensive EIS should be carefully considered by the City since the amount of field information collected will be extensive for this area and after 5 years the work will need to be updated. Given that the landowners will be required to prepare and EIS in support of planning applications submitted, it may be prudent for the City to only undertake a Comprehensive EIS for areas proposed to be removed from the Natural Heritage Strategy to implement servicing transportation and connectivity goals of the Secondary Plan. • With respect to transportation, the City should include a multi-use network in the Terms of Reference to combine cycling, pedestrian and trails. Parking should also be a component of the Terms of Reference. • Urban Design should be included in the Terms of Reference. In addition, the densities of the proposed land uses should be tested to ensure that they are achievable both in design and in the market. • The Fiscal Impact Assessment should include a consumer housing preference survey. • The Terms of Reference include target completion dates for each phase of the work program to be included in the retainer of the consulting team hired to complete the Secondary Plan. • Consider European models for multi-use transportation routes (Seattle and Vancouver are examples of where this

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	<ul style="list-style-type: none"> has been done in North America) • Make sure that investment into this area is not deferred because the Secondary Plan study is in process – existing roads should be maintained (i.e. paved, etc.) and services provided/upgraded even while the study is ongoing • Unique Area <ul style="list-style-type: none"> • this is a unique area, therefore fundamentally, we need to take a unique approach to the study and development of this area • Victoria Road and Maltby Road provide a definite 'edge of the city', we don't want to grow to the 401 • The Paris-Galt Moraine should be considered • There may be opportunity for the subdivision of large lots (i.e. Rolling Hills) • The geomorphology (land form) should be maintained • Innovative approaches to the planning and design of this area should be taken • Street lights and pedestrian level lights <ul style="list-style-type: none"> • Should be planning and designing model communities • Interesting communities are being developed – we should use leading communities both nationally and internationally as a benchmark for the planning and development of this community – bring what's best in the world • Build a 'community' – people who live here should feel like they are part of a community • Initial visioning study – so that the consultants understand from the outset the vision, to reduce the amount of options • Corporate business park designation- not appropriate for this location • Roads management study to deal with salt in this area. Look at cumulative impacts • Wild life crossing at Gordon- what we need to change to the existing infrastructure
<p>The Rolling Hills subdivision was added to the (annexed) City of Guelph in 1993 and at that time was already zoned and developed as estate residential properties. Should the Clair-Maltby Secondary Plan study consider further development in the</p>	<ul style="list-style-type: none"> • The feedback from this question was divided • Many of the responses indicated that that Rolling Hills should be isolated as a separate study • By contrast, some responses expressed that Rolling Hills, or at least the portion along the Clair Road corridor, should be considered for additional development

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<p>Rolling Hills subdivision?</p>	
<p>We will be studying cultural heritage resources which could include buildings or landscapes in the Secondary Plan area. Are there any specific areas of heritage significance that should be studied?</p>	<ul style="list-style-type: none"> • Surveying landowners to identify areas on their properties that may be significant • The Paris Galt Moraine • Wildlife corridors • Trails and forested area south of the Springfield Golf Club • Agricultural areas- emphasis on adaptive reuse of things like barns • Develop a feature piece for the entrance to the City • Heritage features such as stone fences and foundation of old stone house
<p>We will be forming a community working group. What community groups/key stakeholder groups should be represented in the community working group?</p>	<ul style="list-style-type: none"> • balance of community groups and stakeholders be included • Groups that should be represented are: Landowners, residents, technical stakeholders (ecologists, engineers), business/community developers, architects, planners from model communities, Chamber, Innovation Guelph, and Puslinch neighbours • Groups could be organized based on clusters to incorporate a collaborative approach
<p>Do you have any other suggestions about the study or the process?</p>	<ul style="list-style-type: none"> • Significant work has already been done by various parties – try to be efficient and minimize scope and timelines by collecting and reviewing what has already been done • Identify gaps after gathering available material and make it available to public • Review environmental studies that have been done in other areas of the City as they could possibly shed some light on this area • This is a very large area – identify how deeply the area should be assessed • Identify who will be doing the monitoring (there were expectations that the City was going to monitor Hanlon Creek, but didn't) • Consider a parking element included in transportation • Study delineation early in the process

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Attachment 10 – Public Feedback on the draft Terms of Reference

	Comment	Response
1	A detailed boundary of the Secondary Plan Area should be included and be shown extending to the extension of Poppy Drive.	Confirmation of the Secondary Plan boundary has been incorporated into Phase 1 of the Project. Staff are generally in support of refining the project boundary as requested.
2	The Reserve Lands are for future urban development not future urban “expansion.”	The TOR has been updated to indicate urban development. The reference to ‘expansion’ comes from Section 7.16 Reserve Lands, Objective b) of the 2001 Official Plan. This does not refer to an urban boundary expansion.
3	Any excerpts from the Official Plan should include section numbers and confirm that they are taken from the “in effect” Official Plan.	Official Plan section numbers have been included in the Terms of Reference and are generally from the 2014 consolidation of the 2001 OP.
4	Is this photo of land located in Puslinch Township? If so it should be removed.	The photo was included to show adjacent lands, as per Township comments. The photo has been replaced.
5	The MESP process under the Environmental Assessment Act should not be included in the Secondary Plan. The EAs will be over 5 years old by the time development occurs and will need to be redone. The majority of the proposed works will be included within subdivision applications and will not require an EA. Any works requiring an EA should be completed closer to the time of construction and after the Secondary Plan has been completed. This is money being spent unnecessarily.	<p>Under Section A.2 under the Municipal Class Environmental Assessment it states: “Proponents are encouraged to carry out Class EA planning at the earliest possible stage. The Class EA process can be most beneficial when it is applied early in the municipal planning process, while land use and servicing alternatives are still under consideration. By coordinating land-use planning under the Planning Act and infrastructure planning under the Class EA process, proponents can meet the requirements of both processes in the most expeditious manner....”</p> <p>With respect to timing, there is no time limit on master plans and the limit for an individual Class EA is 10 years before it must be reviewed again.</p>
6	The population and employment targets for the Secondary Plan area should be included in the Terms of Reference.	Staff are recommending an approach in the draft TOR to establish the population and employment targets following the development of the vision and guiding principles for the secondary plan area. This approach

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		<p>allows for the targets to be set in line with the vision and principles.</p> <p>It should be noted that most of the secondary plan area is within the designated greenfield area and, therefore, subject to the Official Plan policies (Section 2.4.10) which set a minimum density target of a combined 50 persons and jobs per hectare for the City's entire designated greenfield area.</p>
7	<p>The City did not complete the monitoring recommendation by the Hanlon Creek Subwatershed Study since it did not have the budget to do so. Environmental and groundwater monitoring will be required to be completed as a condition of the development applications and should not be included in the Secondary Plan work program. Environmental and groundwater monitoring for 500 hectares will cost more than the established budget for the entire Secondary Plan.</p>	<p>The City has undertaken a consolidated monitoring program for the Hanlon Creek Business Park. The monitoring program associated with the Hanlon Creek Business Park (HCBP) is an integration of a series of monitoring requirements arising from recommendations made in the Consolidated EIS (NRSI 2004), the Draft Plan Conditions (OMB 2006), and review comments from agencies during the various stages of the planning process. A consolidation of the monitoring on the HCBP Lands is required as a condition of approval of the HCBP Environmental Implementation Report 2009 (EIR) prepared by Natural Resource Solutions Inc. (NRSI 2009a). In addition the State of the Watershed Report for the Hanlon Creek Sub watershed and associated recommendations did not consider future urban development within the Clair-Maltby area. Individual development applications and associated studies do not provide for an analysis to assess impacts at a system/landscape level; however they can be used to build on and implement the recommendations. However, given the absence of recommendations for urban development within the existing sub watershed studies – this needs to be completed as part of the Secondary Plan.</p>
8	<p>Please delete "project branding" for the Clair-Maltby Secondary Plan. This is an unnecessary expense.</p>	<p>Rather than 'branding' the project, it is proposed to establish a consistent</p>

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		<p>look for all project materials in an effort to efficiently communicate various aspects of the project. The look being established will be in keeping with what has already been developed to help ensure that the public recognizes and identifies the project.</p>
9	<p>There is no indication how the list of studies that will inform the Secondary Plan fit into the work program from a timing perspective. This timing must be included in the work program.</p>	<p>Anticipated dates for studies have been included in the TOR. The anticipated dates for related city wide studies will fall within phase 2. This list has also been categorized to outline which studies are required to be completed before the secondary plan study concludes.</p>
10	<p>The City insisted that the Natural Heritage Strategy (OPA NO. 42) be in place prior to the Clair-Maltby Secondary Plan being initiated. Now that the Natural Heritage Strategy is in place, it is being disregarded by the proposed work program. The environmental framework is proposed to be opened up to be studied over again. The same level of environmental study as was completed for the Guelph innovation District should be part of the Clair-Maltby work program.</p>	<p>The proposed scope of work for the CEIS will build on the City's Natural Heritage System, including the Natural Heritage Strategy. The intent is not to duplicate the work that has been done on the NHS, the proposed scope is required in order to satisfy the requirements under the Municipal Class EA, as well as satisfy requirements under the Provincial Policy Statement and City's Official Plan. The background review for the CEIS will include a gap analysis to develop the detailed field program which will inform the ultimate scope of the detailed field studies. The NHS land use designations will not be opened up for study aside from assessment of impacts.</p> <p>The studies completed for the Guelph Innovation District did not include environmental assessment requirements to plan for infrastructure as the EAs for Victoria Road, York Road and the York trunk sewer/Paisley Clythe feedermain had already been completed.</p>
11	<p>There should be a one tier study program with consideration of connections to lands beyond the City boundary, not a two tier study program.</p>	<p>The Clair-Maltby area is an important head water area for both the Hanlon and Mill Creek. Urban development within the area has also not been contemplated for this area within the existing subwatershed studies. Building on the advice from the GRCA</p>

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		<p>and their experience with a similar approach in other urban municipalities; the two tiered study area will provide for the ability to scope the detailed natural heritage studies to the specific areas where land use changes and infrastructure are being planned, while also providing for an appropriate scale to consider the boarder impacts to the respective subwatersheds, building on the existing subwatershed studies for the relevant catchment areas.</p>
12	Is there fish habitat located in the Clair-Maltby Study Area?	<p>The purpose of completing the background review step within Phase 1 for the CEIS will determine whether there is known fish habitat within the Study Area.</p>
13	MNR does not want the wildlife habitat mapped as discovered through the OPA No. 42 process. Why is this being proposed once again?	<p>City staff, in consultation with the Ministry of Natural Resources and Forestry has confirmed that consideration for the Habitats of Endangered and Threatened Species needs to be within the scope of the studies in order to meet the requirements of the PPS, 2014, Municipal Class EA requirements, the City's Official Plan and the Endangered Species Act.</p> <p>While it is true that the Ministry does not want individual habitats mapped within the Official Plan, the City is still responsible for ensuring that it completes its due diligence with respect to these requirements as part of the MESP and Secondary Plan process to comply with provincial policy and legislation. Throughout the project the City will take steps to ensure that sensitive information is not released regarding Endangered and Threatened Species and their habitats.</p>
14	There are no streams located in the Study Area therefore stream flow baseline measurements should not be required.	<p>The Clair-Maltby area is an important headwater area which supports Mill and Hanlon Creeks. In order to assess potential impacts resulting from infrastructure and land use changes that may occur downstream within the Mill and Hanlon creek</p>

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		systems baseline data is required. This approach is supported by the GRCA.
15	Is there an understanding of how much data will be generated from piezometre installations for continuous wetland water level readings for 500 hectares of land?	The TOR has been revised under Task A to more generally identify the need for a water monitoring program to support the development of a water budget and water balance – including natural heritage features and their functions as part of this assessment. Specific methods will be developed by the consulting team through the Technical Work Plan.
16	Is there an understanding of the required budget for in-situ permeameter test for all development land in the Study Area?	The TOR has been revised under Task A to more generally identify the need for a water monitoring program to support the development of infiltration targets, as part of this assessment. Specific methods will be developed by the consulting team through the Technical Work Plan.
17	The requirement to demonstrate no negative impact to natural features cannot be met in the context of a Secondary Plan.	The TOR has been revised under Task A to reflect that the study will need to satisfy the requirements under the Municipal Class EA, as well as satisfy requirements under the Provincial Policy Statement and City’s Official Plan – which includes demonstrating no negative impact.
18	OPA No. 42 determined minimum buffer widths in both mapping and policy. This should not be studied again.	The work that was completed through OPA 42 is not intended to be duplicated. Rather, work completed through this project will build on the information that was gathered through OPA 42. In order to facilitate the analysis required to develop general locations and alignments for infrastructure and potential secondary plan elements (i.e. trails) a review of the buffer areas needs to be completed to determine the ability for these elements to be accommodated.
19	How will “plantable spaces be identified? What makes a space unplantable?	Through the Natural Heritage Strategy concerns were raised regarding how a balanced approach to provide opportunities to restore or retain existing meadow habitats and pollinator communities as part of the Natural Heritage System while also providing areas for restoration that would also contribute to meeting the

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		<p>City's canopy cover targets would be achieved. This has been identified to ensure that a balanced approach for the Clair-Maltby area is considered to satisfy the City's Urban Forest and Pollinator/Meadow Habitat objectives both from the Official Plan and the Urban Forest Management Plan.</p>
20	<p>The size of the required opening for culverts and bridges is a detailed engineering design exercise and cannot be determined at the secondary plan level.</p>	<p>Infrastructure required to service the secondary plan area is identified at a conceptual level of design with further considerations provided at a detailed level of design. This is consistent with City and Industry Practices. For example, the City's Stormwater Management Master Plan has identified size requirements for stormwater infrastructure at a conceptual level of design.</p>
21	<p>A monthly water balance for the 500 hectares cannot be calculated at the Secondary Plan level.</p>	<p>Specific methods will be developed by the consulting team through the Technical Work Plan.</p>
22	<p>Traffic Impact Studies and Noise Studies cannot be produced at the level of detail being required at the Secondary Plan study level. These are subdivision requirements and should not be part of the work program in this detail of study.</p>	<p>As a background study in support of the Secondary Plan, the Traffic Impact Study (TIS) is required as its outputs can be used:</p> <ul style="list-style-type: none"> - to demonstrate how capacity will be created for the future developments in the Secondary Plan area; - to determine the classification and features of a new roadway that has direct impacts on the development of land use concepts; and - to identify the potential capacity constraints that can be used to formulate future Capital Budget and DC Background Study; <p>The TIS for the Secondary Plan will be scoped to include major roadways and intersections only. The noise study will also be conducted at the same level. Detailed TIS and noise study will be carried out at the time of subdivision or site plan submission when more information becomes available.</p>

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23	Alternative development standards should be encouraged through the Secondary Plan policies.	Comment has been added.
24	A consumer preference housing survey should be included.	One of the primary goals of the Secondary Plan Task is to establish a range and mix of housing with consideration for changing demographics and other market forces.
25	Would like to see the forest behind Rolling Hills and to the south of Springfield with its old trees, small ponds preserved. There is a main path through this forest that could be extended north between the golf course and rolling hills to connect with the paths existing to the north of Clair. This path could also head east and follow south of the south boundary of rolling hills and connect with Victoria Road south of 1953 Victoria South. This would preserve a small forest behind 1953 Victoria Road South. I would like to see this trail, a no dog allowed trail so as to minimize disturbance to wildlife.	Specific details related to trails and land uses will be determined through the secondary plan study process.
26	Do not change the subdivision of Rolling Hills.	Land uses will be studied as part of the secondary plan process.
27	Keep the speed limit of Victoria at 70km and extend bike lanes to Maltby Road for safety.	This will be considered through the Mobility study.
28	Energy and Other Utilities Task- We are wondering if street lights will be included as we have not yet had any street lighting installed in our area even though the city took over the subdivision several years ago. We feel that we should be entitled to have the same street lighting available in our subdivision as in any other subdivision, This would mean having underground installation of street lights, the same as all the other new subdivisions within the city.	This may be considered through the energy & other utility study.
29	Separated infrastructure for Active Transportation. Perhaps a greenway be considered, which would make it separated from the road by trees, bushes, or perhaps bollards. As addressed in the terms of reference, there is a need that the AT infrastructure to be used to get us somewhere, to be functional for those getting to work and shops, school, other parts of Guelph, etc. It is important that the focus is not just on recreation. Since the AT needs to be functional, it should be less meandering and more direct.	This will be considered through the Mobility study.
30	The first component of the Terms of Reference must include the establishment of the residents, jobs and commercial floor area targets for the Secondary Plan Area. The updates to the Local Growth Management Study, Employment Land Need Study and Commercial Policy Review will determine these targets.	The Secondary Plan will be planned to meet the requirements of the Official Plan with respect to a minimum density of people and jobs per hectare for the designated greenfield area. Staff are recommending that the population and employment

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		<p>targets be determined following the development of the vision and guiding principles for the secondary plan area. This approach allows for the targets to be set in line with the vision and principles. The population and employment targets for the secondary plan area will inform the city-wide update of the land budget and intensification study related to the 2041 targets and the Growth Plan Amendment 2 conformity exercise.</p> <p>The Update to the Commercial Policy Review and Employment Land Needs Strategy will be undertaken concurrently with the secondary plan study.</p>
31	With respect to transportation, the City should include a multi-use network in the Terms of Reference to combine cycling, pedestrian and trails. Parking should also be a component of the Terms of Reference.	Multi-use networks and parking will be considered through the Mobility study.
32	Urban Design should be included in the Terms of Reference. In addition, the densities of the proposed land uses should be tested to ensure that they are achievable both in design and in the market.	Urban design forms part of the Secondary Plan Study. The range and mix of housing will be studied and determined through the Secondary Plan.
33	The Terms of Reference must include target completion dates for each phase of the work program to be included in the retainer of the consultant team hired to complete the Secondary Plan.	Estimated timeframes are included in the TOR for each phase.
34	A Community Working Group and a Project Team are being proposed. It would also be beneficial to form a technical working group with industry representatives to work with the consultant team.	Terms of reference for a Community Working Group and a Technical Advisory Group will be established during Phase 1.
35	It is highly likely that level of detail outlined in the draft terms of reference will render the initiative unmanageable and very costly.	The MESP and Secondary Plan process is consistent with the process that has been used by other municipalities.

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Attachment 11 – Clair-Maltby Secondary Plan Terms of Reference

See guelph.ca/clair-maltby

Infrastructure, Development and Enterprise
Council/Committee Outstanding Motions
ATTACHMENT 1

Date	Resolution	Contact	Report REQ'D? (Yes/No)	Status
	<p>conservation of heritage resources in City ownership be referred to the 2014 capital budget process.</p> <p>3. That the matter of the appropriate commemoration of heritage sites throughout the City be referred to Heritage Guelph for review and a recommendation to come back to PBEE.</p> <p>4. That Council seek the advice of Heritage Guelph, in consultation with the Senior Heritage Planner or delegate, research best practices in Ontario for municipal heritage marker/plaque programs as part of its review.</p>	<p>Bldg. Maintenance) - Mario Petricevic</p> <p>3. & 4. (Planning) - Stephen Robinson</p>	<p>3. Yes</p>	<p>Corporate Building Maintenance during 2014 Operating Budget process.</p> <p>3 & 4. Ongoing. Added to the Heritage Guelph Workplan</p>
<p>April 8, 2013</p>	<p>1. That staff be directed to report back to the Planning & Building, Engineering and Environment Committee on the most appropriate mechanism to determine the integrity and potential retention of any barns that remain on the City of Guelph Heritage Register.</p>	<p>(Planning) Stephen Robinson</p>	<p>Yes</p>	<p>Outstanding. Added to Heritage Guelph Workplan.</p>
<p>September 24, 2012 Council</p>	<p>1. THAT the Planning, Building, Engineering and Environment report 12-58, regarding the Heritage Planning: Annual Activity Report and Four Year Work Plan Update, dated September 17, 2012, be received;</p> <p>2. AND THAT Heritage Guelph be requested to report to Council on financial mechanisms utilized in other communities best practices to support the maintenance and restoration of heritage properties;</p> <p>3. AND THAT staff be directed to conduct an orientation session for Council in consultation with Heritage Guelph.</p>	<p>(Planning) Stephen Robinson</p>	<p>Yes</p>	<p>2. Outstanding. Added to Heritage Guelph Workplan.</p> <p>3. Orientation request was for previous term of Council. Current Council has not made such a request, therefore recommend removal from outstanding list.</p>
<p>September 26, 2011</p>	<p>THAT the proposed renaming of York Road Park be referred back to the Planning & Building, Engineering and Environment Committee;</p> <p>AND THAT the Committee give consideration to alternative opportunities for recognizing the legacy of Jessica's Footprint in our community including the possibility of renaming a portion of York Road Park.</p>	<p>(Planning) Rory Templeton</p>	<p>Yes</p>	<p>Staff are continuing to work with Jessica's Footprint to resolve the resolution. Last correspondence Sept. 21/15/ Ongoing.</p>
<p>Facilities Management:</p>				
<p>Oct.28/13 Council</p>	<p>CSS-2013.28 Corporate Accessibility Policy and Multi-Year Accessibility Plan</p> <p>That staff be directed to report back in Q4 2015, prior to the biennial report to the Province, specifically on progress, achievements, and compliance to the legislation.</p>	<p>Mario Petricevic Leanne Warren</p>	<p>Yes</p>	<p>Information report to be provided in Q4 2015.</p>