

COMMITTEE AGENDA

Consolidated as of May 30, 2014

TO **Operations, Transit & Emergency Services Committee**

DATE June 3, 2014

LOCATION Council Chambers, Guelph City Hall, 1 Carden Street

TIME 5:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

CONFIRMATION OF MINUTES – May 6, 2014 open meeting minutes

PRESENTATIONS (Items with no accompanying report)

a) None

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 Operations, Transit & Emergency Services Committee Consent Agenda will be approved in one resolution.

| ITEM | CITY PRESENTATION | DELEGATIONS | TO BE EXTRACTED |
|---|--|--|--------------------|
| OTES-2014.17 2013 Guelph Transit Annual Report | <ul style="list-style-type: none">Phil Meagher, General Manager, Guelph Transit | | ✓ |
| OTES-2014.18 2013 Public Works Department Annual Report | <ul style="list-style-type: none">Rodney Keller, General Manager, Public Works | | ✓ |
| OTES-2014.19 Land Ambulance Call Mitigation Practices | | | |
| OTES-2014.20 Land Ambulance Response Time Performance Plan For 2013 | <ul style="list-style-type: none">Shawn Armstrong, General Manager, Emergency Services | | ✓ |
| OTES-2014.21 Business Licence By-law Review – Food Vehicle Schedule (attachment) | | <ul style="list-style-type: none">Bruno RachieleScott YatesRick DuffyReuben Salonga | ✓ |

| | | | |
|---|--|----------------|---|
| OTES-2014.22 June 2014 Outstanding Resolutions | | | |
| OTES-2014.23 Provincial Election Request for Free Transit | | • James Gordon | ✓ |

Resolution to adopt the balance of the Operations, Transit & Emergency Services Committee Consent Agenda.

ITEMS EXTRACTED FROM THE 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.

STAFF UPDATES AND ANNOUNCEMENTS

ADJOURNMENT

NEXT MEETING – July 8, 2014

**OPERATIONS, TRANSIT & EMERGENCY SERVICES COMMITTEE
CONSENT AGENDA**

June 3, 2014

Members of the Operations, Transit & Emergency 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 Operations, Transit & Emergency Services Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

| REPORT | DIRECTION |
|--|------------------|
| OTES-2014.17 2013 GUELPH TRANSIT ANNUAL REPORT 1. THAT the Operations Transit & Emergency Services Committee report regarding 2013 Guelph Transit Annual Report, #OTES061422, dated June 3, 2014 be received for information. | Receive |
| OTES-2014.18 2013 PUBLIC WORKS DEPARTMENT ANNUAL REPORT 1. THAT the Operations, Transit & Emergency Services Committee Report # OTES061425 regarding 2013 Public Works Department Annual Report, dated June 3, 2014 be received. | Receive |
| OTES-2014.19 LAND AMBULANCE CALL MITIGATION PRACTICES 1. THAT the Operations, Transit & Emergency Services Committee Report #OTES061426 regarding Land Ambulance Call Mitigation Practices dated June 3, 2014 be received. | Receive |
| OTES-2014.20 LAND AMBULANCE RESPONSE TIME PERFORMANCE PLAN FOR 2013 1. THAT OTES Report #OTES061427 <u>Land Ambulance Response Time Performance Plan for 2015</u> , dated June 3, 2014, be received. | Approve |

2. That the Response Time Performance Plan (RTPP) for 2015 be set as recommended in OTES report #OTES061427 dated June 3, 2014.
3. That a special meeting of OTES be held wherein staff make presentation on the complexities affecting the current delivery of Land Ambulance Service

OTES-2014.21 BUSINESS LICENCE BY-LAW REVIEW – FOOD VEHICLE SCHEDULE

Receive

1. THAT the Operations, Transit & Emergency Services Committee Report # OTES061424 regarding Food Vehicle Licensing dated June 3, 2014 be received.

OTES-2014.22 JUNE 2014 OUTSTANDING RESOLUTIONS

Receive

1. THAT the Operations, Transit & Emergency Services Report # OTES061423 Outstanding Resolutions dated June 3, 2014 be received for information.

OTES-2014.23 PROVINCIAL ELECTION REQUEST FOR FREE TRANSIT

Report to come under separate cover.

attach.

BUSINESS LICENCE BY-LAW REVIEW – FOOD VEHICLE SCHEDULE

Attachment to Briefing Notes

SCHEDULE 6 to City of Guelph By-law Number (2009)-18855

[AMENDED BY (2010)-18949]

FOOD VEHICLE

The provisions of this Schedule shall apply in respect of Food Vehicles.

INTERPRETATION

1. In addition to the terms defined in Section 1 of this By-law, the following terms shall have the corresponding meanings:
 - (a) "Arterial Road" means any Highway with markings identifying more than two traffic lanes;
 - (b) "Chip Wagon" means an immobile vehicle, either mounted on blocks or supported by a conventional wheel, tire and axle system, from which food or beverages are Provided for Sale or sold, or prepared and Provided for Sale or sold;
 - (c) "Food Vehicle" means a Chip Wagon, Mobile Food Preparation Vehicle, or Refreshment Vehicle, and shall not include a Mobile Barbeque Facility or Refrigerated Bicycle Cart;
 - (d) "Mobile Barbeque Facility" means an open air barbeque which is capable of being moved from Premises to Premises by a person,;
 - (e) "Mobile Food Preparation Vehicle" means a vehicle or other itinerant Food Premises from which food prepared therein is Provided for Sale or sold;
 - (f) "Refreshment Vehicle" means a vehicle or other itinerant Food Premises from which pre-packaged food items are Provided for sale or sold and in which no food is prepared except beverages;
 - (g) "Refrigerated Bicycle Cart" means a manually propelled itinerant tricycle vehicle from which ice-cream, ice-cream cones, ice milk and other iced confectionery food items are offered for sale or sold to the public;
 - (h) "Site Plan" means a drawing of a site which includes all applicable measurements of the Food Vehicle and the surrounding area within 100 metres of the site and on which all buildings and structures, streets or other landmarks are indicated;
 - (i) "Travelled Portion of the Road Allowance" means the part of the Highway that is improved, designed or ordinarily used for vehicular traffic; and
 - (j) "Vehicle" shall have the same meaning as set out in the Highway Traffic Act, R.S.O. 1990, c. H.8, as amended from time to time, or any successor thereof.

OWNER OF FOOD VEHICLE

2. (a) Without limiting any other provision of this By-law, a Person shall be deemed to be engaged in the Business of operating a Food Vehicle if he or she is the registered owner of a Food Vehicle used for such purpose.
- (b) Each Food Vehicle shall require a separate Business Licence.

CONDITIONS - GENERAL [AMENDED BY (2010)-18949]

3. (a) Every Food Vehicle Licensee shall:
- (i) ensure that a refuse container is supplied for his or her Food Vehicle, and that such container is made available to the customers of the Food Vehicle;
 - (ii) ensure that the Food Vehicle is maintained in good repair.
- (b) Notwithstanding Section 19(a) of the By-law, every Licensee holding a Business Licence for a Food Vehicle Business shall ensure that the Business Licence relating thereto is affixed to the vehicle, in a conspicuous place clearly visible to the public at all times during the Hours of Operation of the Business.

CHIP WAGONS

4. (a) In addition to all other requirements of this By-law, the following items shall be submitted with every application for inspections relating to a Food Vehicle that is a Chip Wagon:
- (i) a letter from the Owner of every property on which the Food Vehicle will be situated, authorizing the Applicant to conduct such Business from the property; and
 - (ii) a Site Plan to be approved by the City, indicating compliance with the criteria set out in Section 4(c) of this Schedule.
- (b) No Business Licence shall be issued for a Food Vehicle that is a Chip Wagon unless the Site Plan has been approved by the City.
- (c) Every Licensee of a Food Vehicle that is a Chip Wagon shall ensure that the Chip Wagon is not operated at any time:
- (i) on any Highway;
 - (ii) within 22.86 metres (75 feet) of any corner of any intersection (measured as indicated on the attached Appendix 1 of Schedule 6);
 - (iii) within 15.24 metres (50 feet) from the nearest edge of the Traveled Portion of the Road Allowance (measured as indicated on the attached Appendix 1 of Schedule 6); or
 - (iv) when such Chip Wagon occupies an area greater than 37.16 square metres (400 square feet).

MOBILE FOOD PREPARATION VEHICLE

5. (a) In addition to all other requirements of this By-law, the following items shall be submitted with every application for inspections and Renewals relating to a Food Vehicle that is a Mobile Food Preparation Vehicle:
- (i) a letter from the Owner of every property on which the Food Vehicle will be situated authorizing the Applicant to conduct such Business from the property; and
 - (ii) a Site Plan to be approved by the City, indicating compliance with the criteria set out in Section 4(c) of this Schedule.

- (b) No Business Licence shall be issued for a Food Vehicle that is a Mobile Food Preparation Vehicle unless the Site Plan has been approved by The City.
- (c) Every Licensee of a Food Vehicle that is a Mobile Food Preparation Vehicle shall ensure that the Mobile Food Preparation Vehicle is not operated at any time:
 - (i) on any Highway;
 - (ii) within 22.86 metres (75 feet) of any corner of any intersection (measured as indicated on the attached Appendix 1 of Schedule 6);
 - (iii) within 15.24 metres (50 feet) from the nearest edge of the Traveled Portion of the Road Allowance (measured as indicated on the attached Appendix 1 of Schedule 6); or
 - (iv) on any property where, due to the area occupied by the Food Vehicle, the minimum parking space requirement for said property is not in compliance with the City's Zoning By-law.

REFRESHMENT VEHICLE

- 6. Every Licensee of a Food Vehicle that is a Refreshment Vehicle shall ensure that the Refreshment Vehicle does not provide Goods or Services while such Vehicle is on any Highway.
- 7. Every Licensee of a Food Vehicle that is a Refreshment Vehicle shall ensure that:
 - (a) only pre-packaged food items are Provided for sale or sold from the Refreshment Vehicle and that no food is prepared therein except hot beverages and that no food item is Provided for sale or sold from the Refreshment Vehicle;
 - (i) at any location other than industrial or commercial establishments or to workers on a construction site;
 - (ii) to the general public; and
 - (iii) unless such food is pre-packaged in individual servings and the date of preparation of said food item is clearly displayed on the package of the food item; and,
 - (b) the said Refreshment Vehicle does not remain in any particular location, providing Service to customers, for more than 30 minutes.

EXEMPTIONS

- 8. A Licensee of a Food Vehicle who has been authorized by Council to operate in the Central Business District in conjunction with a special event shall be exempt from the requirements of Sections 4(c) and 5(c) of this Schedule for the period of time that Council has authorized such Licensee to operate in the Central Business District, but shall be required to comply with all other requirements of this By-law.

**Appendix 1 of Schedule 6
to City of Guelph By-law Number (2009)-18855**

**MEASUREMENT OF DISTANCE FROM TRAVELLED
PORTION OF ROADWAY ALLOWANCE**

