

COMMITTEE AGENDA



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

DATE September 12, 2011

LOCATION Council Chambers

TIME 5 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES – July 11, 2011

PRESENTATIONS (Items with no accompanying report)

a)

CONSENT AGENDA

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

ITEM	CITY PRESENTATION	DELEGATIONS	TO BE EXTRACTED
CAFES-33 Guelph Wellington EMS Rank and Insignia			
CAFES-34 Guelph Wellington EMS – New Ambulance Anti- idle Feature			
CAFES-35 Business Licence Fees 2012			
CAFES-36 Downtown façade Improvement Grant & Feasibility Study Grants – 2011 (Second Award)			
CAFES-37 Capital Account to Pay for			

Stormwater Drainage Oversizing in Subdivisions			
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Resolution to adopt the balance of the Corporate Administration, Finance & Emergency Services Committee Consent Agenda.

ITEMS EXTRACTED FROM CONSENT AGENDA

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

NEXT MEETING – Tuesday October 11, 2011

**The Corporation of the City of Guelph
Corporate Administration, Finance, and Emergency Services
Committee
Monday July 11, 2011, 5:00 p.m.**

A meeting of the Corporate Administration, Finance and Emergency Services Committee was held on Monday July 11, 2011 in the Council Chambers at 5:00 p.m.

Present: Councillors Hofland, Dennis, Kovach, Wettstein and Mayor Farbridge

Also Present: Councillors Bell, Findlay and Furfaro

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Mr. M. Amorosi, Executive Director of Corporate & Human Resources; Ms. A. Pappert, Executive Director of Community & Social Services; Mr. D. McCaughan, Executive Director of Operations & Transit; Ms. S. Aram, Acting Treasurer; Ms. T. Agnello, Acting Clerk; and Ms. J. Sweeney, Council Committee Co-ordinator

Councillor Wettstein declared a possible pecuniary interest with regards to the Letter of Credit Policy because he sits on the Board of a major financial institution and did not discuss or vote on the matter.

1. Moved by Councillor Dennis
Seconded by Mayor Farbridge

THAT the minutes of the Corporate Administration, Finance and Emergency Services Committee meeting held on June 13, 2011 be confirmed as recorded and without being read.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Kovach, Wettstein and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

Consent Agenda

The following items were extracted from Corporate Administration, Finance & Emergency Services Committee July 11, 2011 Consent Agenda:

CAFES-2011 A.29 Letter of Credit Policy

CAFES-2011 A.30 General Operating and Capital Budget Policy

CAFES-2011 A.31 Impacts on the 2012 Budget

2. Moved by Councillor Kovach
Seconded by Councillor Dennis

THAT the balance of the Corporate Administration, Finance & Emergency Services Committee July 11, 2011 Consent Agenda, as identified below, be adopted:

a) **Business Licence By-law: Amendments**

REPORT

THAT a by-law to amend the business licensing by-law for the purpose of the following changes be forwarded to Council for approval:

- a. To change the name of the Appeals Committee from Finance, Administration and Corporate Services to Corporate Administration, Finance and Emergency Services Committee.
- b. To allow as an option to membership in an association, the acceptance of a diploma which includes as part of the curriculum a holistic modality, from an educational institution as recognized by the Ministry of Training, Colleges and Universities.
- c. To require that no Application for Inspections, Application for Business Licence and Application for Renewal be accepted unless overdue Provincial Offence fines pursuant to the Business Licensing By-law are paid or in a payment schedule.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Kovach, Wettstein and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

Letter of Credit Policy

3. Moved by Mayor Farbridge
Seconded by Councillor Kovach

REPORT

THAT the Letter of Credit Policy, attached as Appendix 1, be approved and adopted by by-law.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Kovach and Mayor Farbridge (4)

VOTING AGAINST: (0)

Councillor Wettstein vacated his seat and did not vote or participate in discussion due to his declared possible pecuniary interest.

Carried

General Operating and Capital Budget Policy

Staff were requested to clarify Section 5.10.3 prior to going to Council.

REPORT

4. Moved by Mayor Farbridge
Seconded by Councillor Dennis
THAT the General Operating and Capital Budget Policy, attached as Appendix 2, be approved and adopted by by-law.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Kovach, Wettstein and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

Impacts on the 2012 Budget

Staff were requested to change "Income & Employment Services" under Shared Services to read "Social Services".

REPORT

5. Moved by Mayor Farbridge
Seconded by Councillor Wettstein
THAT the report 'Impacts on the 2012 Budget' be received;

AND THAT City Council establish a budget guideline as part of the annual budget process;

AND THAT a 2012 guideline be set at 3% or less without using funding from the tax stabilization reserves and excluding any proposed expansions.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Wettstein and Mayor Farbridge (4)

VOTING AGAINST: Kovach (1)

Carried

Councillor Furfaro's Notice of Motion re Promotion of Market Square Area

Mr. I. Panabaker

6. Moved by Councillor Wettstein
Seconded by Mayor Farbridge
THAT Councillor Furfaro's Notice of Motion which was passed by City Council July 4, 2011 be received and referred to staff.

July 11, 2011

VOTING IN FAVOUR: Councillors Hofland, Kovach, Wettstein and Mayor Farbridge (4)

VOTING AGAINST: Councillor Dennis (1)

Carried

Closed Meeting

7. Moved by Mayor Farbridge

Seconded by Councillor Wettstein

THAT the Corporate Administration, Finance & Emergency Services Committee now hold a meeting that is closed to the public with respect to:

Citizen Appointments to the Downtown Coordinating Committee

Sec. 239(2)(b) Personal matters about identifiable individuals.

VOTING IN FAVOUR: Councillors Dennis, Hofland, Kovach, Wettstein and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

The remainder of the meeting was held in closed session.

8. Moved by Mayor Farbridge

Seconded by Councillor Kovach

THAT staff be given direction with respect to citizen appointments to the Downtown Coordinating Committee.

REPORT TO COUNCIL
IN CLOSED SESSION

Carried

The meeting adjourned at 6:05 p.m.

.....
Chairperson

**CORPORATE ADMINISTRATION, FINANCE & EMERGENCY SERVICES COMMITTEE
CONSENT AGENDA**

September 12, 2011

Members of the Corporate Administration, Finance & 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 Corporate Administration, Finance & Emergency Services Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

REPORT	DIRECTION
<p>CAFES-2011 A.33 GUELPH WELLINGTON EMS RANK AND INSIGNIA</p> <p>THAT the report dated September 12, 2011 with respect to Guelph Wellington EMS rank and insignia, be received for information.</p>	Receive
<p>CAFES-2011 A.34 GUELPH WELLINGTON EMS – NEW AMBULANCE ANIT-IDLE FEATURE</p> <p>THAT the report dated September 12, 2011 with respect to Guelph Wellington EMS implementation of an anti-idle feature on all new ambulances, be received for information.</p>	Receive
<p>CAFES-2011 A.35 BUSINESS LICENCE FEES 2012</p> <p>THAT the information report regarding the Business Licence By-law annual fee review dated September 12, 2011, be received;</p> <p>AND THAT staff be directed to prepare the necessary amendment to business licence by-law (2009)-18855 to incorporate the 2012 fees based on the annual fee review.</p>	Approve
<p>CAFES-2011 A.36 DOWNTOWN FAÇADE IMPROVEMENT GRANT & FEASIBILITY STUDY GRANTS – 2011 (SECOND AWARD)</p> <p>THAT the Downtown Renewal report, dated September 12, 2011 regarding the Downtown Community Improvement Plan Façade</p>	Approve

Improvement Grants & Feasibility Study Grants, be received;

AND THAT the second round of awards for the Downtown Façade Improvement Grants and Feasibility Study Grants for 2011 be awarded as listed in Appendix A attached to this report, for a total City of Guelph commitment of \$60,864.21 towards 6 applications.

**CAFES-2011 A.37 CAPITAL ACCOUNT TO PAY FOR
STORMWATER DRAINAGE OVERSIZING IN
SUBDIVISIONS**

THAT Council approve the creation of a new 2011 Capital account to pay for stormwater drainage oversizing in new residential subdivisions, as outlined in this Report dated September 6, 2011, with funding to come from the Stormwater DC Reserve Fund.

B Items for Direction of Committee

attach.

Approve

COMMITTEE REPORT



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

SERVICE AREA Emergency Services
DATE September 12th, 2011

SUBJECT Guelph Wellington EMS Rank and Insignia
REPORT NUMBER

SUMMARY

Purpose of Report

To provide information on the Guelph Wellington EMS implementation of a common national rank structure.

Committee Action

To receive this report for information.

RECOMMENDATION

That the report dated September 12th, 2011 with respect to Guelph Wellington EMS rank & insignia, be received for information.

BACKGROUND

The Guelph Wellington Emergency Medical Service (GWEMS) has implemented a rank structure in common with other Emergency Medical Services in Ontario and Canada.

REPORT

GWEMS is a progressive organization that strives to keep pace with all legislation, standards and practices currently in existence in Canada.

On April 8th, 2009 the City received a letter from the Association of Municipal Emergency Medical Services of Ontario (AMEMSO) which detailed the voluntary adoption of a common rank structure in the province of Ontario. The letter also indicated the positive endorsement of the Emergency Medical Services Chiefs of Canada (EMSCC). The goal of the letter and the report it endorsed was to produce,

“common, unique and professionally distinctive management rank insignias and titles”¹ for EMS Managers in Canada.

“Rank is an insignia or badge identifying leadership. Rank distinguishes who is “in charge”, who has authority, and levels of responsibility. Paramilitary organizations such as Paramedic, Police and Fire Services have borrowed heavily from and use similar, if not identical, rank structures and visual identifiers to the Canadian Forces in their organizations to delineate lines of reporting and authority.”²

The authors of the report developed a new rank structure based upon a mix of military, police and fire titles. The idea was that paramedic services required three levels of leadership and command being; strategic, operational, and tactical. Based on these requirements three levels of title were arranged.

The following depicts the titles that were in use at GWEMS compared with the national equivalent.

Old GWEMS Title	National Title
Chief	Chief
Assistant Chief	Deputy Chief
Does not exist	Commander
Does not exist	Deputy Commander
Supervisor	Superintendent
Does not exist	Deputy Superintendent

The following depicts the rank insignias. The wreath contains 12 gold leaves representing the 12 other provinces and territories. At the bottom is the trillium representing our province with its official flower. The red Maple Leaf in the centre draws from the Canadian Flag. Within the red Maple Leaf is the Staff of Asclepius. In Greek mythology Asclepius was a human who excelled at the art of healing so much so that he was said to revive the dead. This symbol is widely recognized in relation the EMS profession and can be found in the middle of the EMS star of life. Above the wreath sits a crown and / or a series of gold Maple Leaves. The symbolism of the crown relates to our inclusion as a commonwealth country and the gold Maple Leaf further represents national symbolism. The combination of the crown and gold Maple Leaf indicates rank within the organization.

¹ By the EMS Chiefs of Canada prepared by Kevin Newell, **Rank & Insignia Project Team Report A report for the Executive of the EMS Chiefs of Canada** (EMS Chiefs of Canada, 2008), 4.

² Ibid, 10.



GWEMS moved partially toward the new rank & insignia structure after the report to the Land Ambulance Committee in 2009. The insignia's have been in use for paramedic to Chief since that time. Recent operational changes within GWEMS have provided the organization the flexibility to adopt the new structure now allowed through temporary vacancies. This was done in consultation with the paramedic labour group.

This will cause no change in the total number of staff at GWEMS.

CORPORATE STRATEGIC PLAN

2.4 - The lowest crime rate and best emergency services record of any comparable-sized Canadian city.

FINANCIAL IMPLICATIONS

None. The insignia are already in place and the rank changes are titular or temporary in nature.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

To GWEMS membership.

ATTACHMENTS

N/A

"original signed by Stephen Dewar"

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COMMITTEE REPORT



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

SERVICE AREA Emergency Services
DATE September 12th, 2011

SUBJECT Guelph Wellington EMS. New ambulance anti- idle feature

REPORT NUMBER

SUMMARY

Purpose of Report

To provide information on the Guelph Wellington EMS implementation of an anti-idle feature on new ambulances.

Committee Action

To receive this report for information.

RECOMMENDATION

That the report dated September 12th, 2011 with respect to Guelph Wellington EMS implementation of an anti-idle feature on all new ambulances, be received for information.

BACKGROUND

The Guelph Wellington Emergency Medical Service (GWEMS) has begun installing an anti-idle feature in all new ambulances to reduce greenhouse emissions.

REPORT

GWEMS is a progressive organization that strives to keep pace with all legislation, standards and practices currently in existence in Canada.

GWEMS vehicles are often left idling when deployed in order to ensure equipment / medical supplies are not damaged and function properly. Beginning with the latest replacement ambulance its vehicles will be equipped with an anti-idle feature.

This system is designed to reduce greenhouse emissions. The vehicle shuts down after 60 seconds when the vehicle is parked. All emergency lights, etc continue to operate in this mode.

During the winter months a heater located in the back of the vehicle will operate to maintain a pre set temperature even when the vehicle is not running. A small

heater will turn on and heat both the patient compartment and the cab. The heater uses a small amount of diesel fuel from the tank to operate, and has no odour. If the interior temperature drops 2 degree below the pre set temperature the heater comes on automatically and is completely independent of the regular vehicle heating system.

If the vehicle battery voltage drops below a certain level, the vehicle will re start on its own. Once re started, it will run for approx. 10 minutes to recharge the battery. Once recharged, the vehicle will shut down again.

During the summer months, the vehicle air conditioning will not function. When the temperature (internal) rises above a pre set parameter, the vehicle will auto start to enable the air conditioning. The vehicle will auto start more often (shorter shut down time) in the summer months due this fact.

The manufacturer claims a reduction in fuel consumption of over 40% or 4.5 tonnes fewer CO₂ emissions – per vehicle, per year.¹

CORPORATE STRATEGIC PLAN

2.4 - The lowest crime rate and best emergency services record of any comparable-sized Canadian city.

FINANCIAL IMPLICATIONS

Funded by the Fleet Greening Initiative - project # GG0201, P.O. #1107854. Cost is a total of \$4500 or \$1500 per ambulance as three units have been delivered for this year.

DEPARTMENTAL CONSULTATION

Operations & Transit – fleet & equipment

COMMUNICATIONS

Training for GWEMS members.

ATTACHMENTS

N/A

¹ Demers Ambulances, ECOSMART SYSTEM 2011

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INFORMATION REPORT



TO Corporate Administration, Finance & Emergency Service Committee

SERVICE AREA Corporate and Human Resources, Office of the City Clerk

DATE September 12, 2011

SUBJECT Business Licence Fees 2012

RECOMMENDATION

That the information report regarding the Business Licence By-law annual fee review dated September 12, 2011 be received; and,
That staff be directed to prepare the necessary amendment to business licence by-law (2009)-18855 to incorporate the 2012 fees based on the annual fee review.

REPORT

On July 27, 2009 City Council passed the following resolution:

THAT staff be directed to prepare a new Business licensing By-law for Council approval in September 2009, incorporating all the changes to the current by-law as noted in the report to the Finance, Administration and Corporate Services Committee from the Director of Information Services/City Clerk dated June 9, 2009 based on cost recovery with an annual fee review, with the exception of a citizen appeals committee.

On September 28, 2009 City Council passed the new business licensing by-law. At that time a comprehensive cost recovery formula was established which includes, inspection, application and renewal rates.

Rates are derived on costs directly attributable to inspections, application and enforcement. Council at that time also approved a 20% corporate administrative overhead fee for costs such as legal, court and technological support services to enable the business license process to be financially sustainable, until such time as Finance develops a Corporate Administration Charge back calculation.

Fees for subsequent years are based on the current year actual expenditures and include staff compensation costs to process the applications, conduct inspections, ongoing by-law enforcement, and fleet costs. The cost of the vehicle is calculated according to the average time for an inspection. This means, for example, that if a fire service inspection takes one hour for a particular category of business, the rate is one hour of the compensation rate for that person, plus the cost of one hour vehicle rate for fire services.

The net result in actual costs to process business licences in 2011 over 2010 was nominal, given the recession measures 2010. Fees were not increased in 2011 given staffing costs remained stable in 2010 due to the recession measures taken in 2010 related to staffing costs (i.e. a 2% reduction in the overall salary budget). There were also no increases in vehicle rates in 2010 over 2009. As a result, Council did not increase the business licence fees for 2011.

Business license fees in 2012 are proposed to change due to inflationary increases in costs associated with staff time, and in particular vehicle use and fuel charges.

The City's 2011 budget reinstated the recession measures related to the staffing/payroll budget, and included negotiated salary increases for various employee groups, including for those performing work related to Business Licences. Also, vehicle charges which include fuel prices have increased significantly since 2010. Increases in vehicle costs per hour are as high as 28%. The 2012 business licence fees therefore reflect a cumulative increase from 2010 and 2011 of costs associated with inspections and administration. The average of this cumulative increase is 6%. The increases to each category vary depending on the average time required per inspection from each inspecting authority, in addition to the rate per hour for the vehicle, and the overhead cost.

The fee continues to include a 20% overhead cost, fixed at the 2009 rate, which was directed by Council to be added to the licensing fees, as the Corporate Administration Charge back calculation has not yet been determined.

Staff has researched other comparable municipalities with regard to their fees and have found that they do not have a comprehensive cost recovery formula similar to the one which is in place in the City of Guelph. Some have a mix of quasi cost recovery for administrative charges only, or for compensation and no vehicle costs, and most do not include overhead costs. In addition, most municipalities that set some cost recovery mechanisms do not re-evaluate them annually. When the Business licence by-law was passed in 2009 the fees were set with the expectation that business licence fees would pay for the cost of processing the business licence. Council directed that an annual review of fees be brought forward for approval so that the business licence fees would continue to be sustainable and not affect the tax base.

CORPORATE STRATEGIC PLAN

This report supports the following goals in the strategic plan:

- 1.2- Municipal Sustainability practices that become the benchmark against which other municipalities are measured
- 5.3 - Open, accountable and transparent conduct of municipal business; and
- 5.6 - Organizational excellence in planning, management, human resources and people practices

FINANCIAL IMPLICATIONS

Business licensing fees are calculated on a full cost recovery basis, therefore , no additional revenue will be realized from the proposed 2012 business license fees.

DEPARTMENTAL CONSULTATION/CONCURRENCE

Operations-Fleet Services, By-law Compliance & Security, Financial Services, and Human Resources were consulted.

COMMUNICATIONS

An ad inviting the public to submit comments or speak at the September 12, 2011 CAFES meeting and tentatively the September 26 Council meeting was placed in the Guelph Tribune on August 25, 2011 in compliance with the Public Notice Provisions Policy. All background information and reports are available on the City of Guelph website and the reports are available at ServiceGuelph.

ATTACHMENTS

Schedule A – Current (2011) Schedule of Fees & Proposed (2012) Schedule of Fees

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Schedule A – Current (2011) & Proposed (2012) Schedule of Fees

Business	Current Fee for Application for Inspection	Proposed Fee
Adult Entertainment Establishment	246.00	262.00
Adult Entertainment Retail Establishment	215.00	227.00
Amusement Establishment	232.00	251.00
Bed & Breakfast	172.00	182.00
Catering Company	217.00	229.00
Food Premises	248.00	263.00
Food Vehicle	158.00	162.00
Holistic Services - Owner	280.00	298.00
Holistic Services – Operator/Practitioner	n/a	n/a
Hotel Establishment	271.00	291.00
Pawnbroker	170.00	182.00
Personal Services Establishment	205.00	216.00
Private Parking Agent	60.00	60.00
Public Assembly Hall	248.00	263.00
Street Vendor	158.00	162.00

Business	Current Fee for Business Licence Application	Proposed Fee
Adult Entertainment Establishment	142.00	165.00
Adult Entertainment Retail Establishment	142.00	165.00
Amusement Establishment	112.00	134.00
Bed & Breakfast	112.00	134.00
Catering Company	112.00	134.00
Food Premises	112.00	134.00
Food Vehicle	112.00	134.00
Holistic Services - Owner	112.00	134.00
Holistic Services – Operator/Practitioner	181.00	206.00
Hotel Establishment	112.00	134.00
Pawnbroker	112.00	134.00
Personal Services Establishment	112.00	134.00
Private Parking Agent	112.00	134.00
Public Assembly Hall	112.00	134.00
Street Vendor	142.00	165.00

Business	Current Fee for Renewal businesses	Proposed Fee
Adult Entertainment Establishment	195.00	223.00
Adult Entertainment Retail Establishment	195.00	223.00
Amusement Establishment	135.00	146.00
Bed & Breakfast	137.00	149.00
Catering Company	151.00	159.00
Food Premises	151.00	159.00
Food Vehicle	171.00	196.00
Holistic Services - Owner	201.00	227.00
Holistic Services – Operator/Practitioner	150.00	177.00
Hotel Establishment	195.00	207.00
Pawnbroker	76.00	86.00
Personal Services Establishment	171.00	196.00
Private Parking Agent	76.00	86.00
Public Assembly Hall	151.00	159.00
Street Vendor	201.00	227.00

COMMITTEE REPORT



TO **Corporate Administration, Finance & Emergency Services Committee**

SERVICE AREA Downtown Renewal – The Office of the CAO
DATE September 12, 2011

SUBJECT Downtown Façade Improvement Grant & Feasibility Study Grants – 2011 (Second Award)

REPORT NUMBER 11-07

RECOMMENDATION

That the Downtown Renewal report, dated September 12, 2011, regarding the Downtown Community Improvement Plan Façade Improvement Grants & Feasibility Study Grants, BE RECEIVED,

AND THAT the second round of awards for the Downtown Façade Improvement Grants and Feasibility Study Grants for 2011 be awarded as listed in Appendix A attached to this report, for a total City of Guelph commitment of \$60,864.21 towards 6 applications.

BACKGROUND

The Façade Improvement Grant provides for a matching grant from \$10,000 to a maximum of \$30,000 per façade or storefront to improve or restore a building's façade. The Feasibility Study Grant provides a matching grant of up to \$5,000 per property and assists businesses and property owners determine if building renovations or upgrades are physically and financially feasible.

The 2011 Downtown Façade Improvement and Feasibility Study Grant program was open for applications in April and May 2011. At the conclusion of the application process, 29 applications were received. At the July 4th, 2011 Council Planning meeting, Council awarded the first award of Downtown Façade Improvement Grants and Feasibility Study Grants for a total City of Guelph commitment of \$124,506.03 towards 12 applications.

During the review of the initial list of submissions, staff found a large percentage of submissions required additional review due to building code issues identified on each property and policy guidelines in the CIP. Staff set these 12 submissions aside and reviewed the remaining 17 submissions for the first award of the grants. In the first round, 3 submissions were not eligible to receive funding from the grant program due to outstanding financial issues and non-conformity to City's sign bylaw.

At the end of this additional review process, staff determined that it could move forward and review these 12 additional submissions for the Façade Improvement Grants.

REPORT

These 12 proposals were then evaluated and ranked by staff representing Downtown Renewal, Heritage and Urban Design for the quality of the proposed improvements. Overall consideration was given to improvements to the retail/business environment, built heritage restoration and conformity to the City's urban design guidelines. Developed as part of the eligibility criteria described in the CIP, the Urban Design / Downtown Private Realm Manual review weightings were:

- 15% Building restoration impact
- 25% Quality of design and materials proposed
- 20% Aesthetic improvement to the building
- 25% Improvement to the streetscape (impact)
- 5% Quality of the application

Recommended Façade Improvement Applications for September 2011:

Appendix A lists the 6 applications that are recommended for award. These projects scored above 55% against the criteria. Applications that scored below 55% required additional consultation and/or were not substantial improvements.

CORPORATE STRATEGIC PLAN

The Façade Improvement Grant program will contribute to meeting the following strategic goals and objectives:

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

1.5 The downtown as a place of community focus and destination of national interest

Goal 3: *A diverse and prosperous local economy*

- 3.2 *One of Ontario's top five and Canada's top ten places to invest.*
- 3.6 *The city as a tourist destination of choice.*

FINANCIAL IMPLICATIONS

Available 2011 funding for CIP Program Delivery is \$35,493.97. There is also \$42,046.43 carried forward from 2010 CIP program delivery.

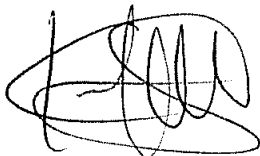
In total, there is \$77,540.40 available for this program. The total amount recommended for this second award is \$60,864.21.

DEPARTMENTAL CONSULTATION

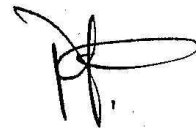
Financial Services
Legal Services
Realty Services
Policy Planning and Urban Design
Building Services
Zoning

COMMUNICATIONS

Detailed memos will be going out to all applicants following Council's decision.



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APPENDIX A
Recommended Façade Improvement Grants & Feasibility Study Grant
 September 2011

	#	Street	Proposed Improvement	Construction Total	Grant Request	Score (%)
1	27	Quebec St	Repair stone/woodwork, painting	\$25,200.00	\$10,000.00	70%
2	97-99	Wyndham St	Replace glass blocks, new windows/frames	14,036.30	\$7,018.15	65%
3	93	Wyndham St. N	Repair brick/stone/wood and Painting	\$34,088.00	\$10,000.00	64%
4	133	Wyndham St	Repointing/cleaning, Signage, painting	\$38,525.00	\$10,000.00	63%
5	30-42	Quebec St	Paint and wash building, repair stonework and brickwork	\$22,800.00	\$10,000.00	59%
6	90	Carden St	New windows	\$27,692.12	\$13,846.06	55%
			TOTALS Investment Ratio (Private : City dollars)	2.6 : 1	\$60,864.21	

COMMITTEE REPORT



TO Corporate Administration, Finance and Emergency Services Committee

SERVICE AREA Financial Services

DATE September 12, 2011

SUBJECT Capital Account to pay for Stormwater Drainage oversizing in Subdivisions

REPORT NUMBER

RECOMMENDATION

“THAT Council approve the creation of a new 2011 Capital account to pay for stormwater drainage oversizing in new residential subdivisions, as outlined in this Report dated September 6, 2011, with funding to come from the Stormwater DC Reserve Fund”.

BACKGROUND

Under the City’s Local Service Policy, the developer pays the cost of municipal services in new subdivisions, while the City pays the cost of oversizing, if oversizing of roads, storm drainage, watermain and sanitary sewers is required in a subdivision. The oversizing limits are stipulated in the Local Service Policy for each servicing category. Funding for oversizing is collected through development charges and estimated amounts are included the DC Background Studies as part of the calculation of the development charge.

REPORT

The 2008 DC Background Study includes allocations for oversizing of municipal services in new subdivisions.

In the 2011 Capital Budget, provision for oversizing was made specifically with respect to the Hanlon Creek Business Park subdivision to pay for oversizing of roads, storm drainage, watermain and sanitary sewers. This was necessary in order to finalize the subdivision and cost-sharing agreements that the City has since entered into with private developers.

No specific allocation was made, in the 2011 Capital Budget, for oversizing in residential subdivisions, given the uncertainty, at the time of budget preparation, about subdivisions with oversizing requirement going into construction. There was also the possibility of using the Hanlon Creek Business Park oversizing funds as a contingency source.

Subdivision development activity has turned out to be significantly higher this year compared to past years and the level of activity is expected to continue through the rest of the year and into early 2012. Some of the new residential subdivisions that are ready to go into construction and for which agreements have to be finalized require oversizing for storm drainage for a total amount of \$300,000.

Storm drainage work will have to be undertaken in 2011 on Grange Road (serving two new abutting subdivisions) and in two subdivisions at the south end, one subdivision to the west of the Hanlon Expressway, and one subdivision north of Woodlawn Road.

The tender has closed for the work on Grange Road and abutting subdivisions, and the tender process will commence soon for others. These are subdivision contracts funded by developers and City funds, from development charges, are needed only when oversizing is involved. Given the amounts involved it will not be appropriate to use the Hanlon Creek Business Park accounts for these works.

Staff are, therefore, requesting Council authorization to create a new Capital Account in the 2011 Capital Budget for the amount of \$300,000 to make payment for storm drainage oversizing in new subdivisions. The funding for the storm drainage Account will come from the Stormwater DC Reserve Fund.

CORPORATE STRATEGIC PLAN

This project supports:

- Goal #1: An attractive, well functioning and sustainable city
- Goal #2: A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

Funding for the new Capital Account will come from the Stormwater DC Reserve Fund. The Stormwater DC Reserve Fund currently has a negative balance. However, drawing for the new account is permitted as long as the cumulative balance for each category of service remains positive. The cumulative DC Reserve Fund for hard services (including stormwater) is forecast to remain positive through 2011 year end, including this new funding requirement.

DEPARTMENTAL CONSULTATION

Financial Services and Engineering Services

COMMUNICATIONS

N/A

ATTACHMENTS

N/A

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