

# City Council Meeting Agenda



**Monday, May 27, 2019 – 6:30 p.m.**  
**Council Chambers, Guelph City Hall, 1 Carden Street**

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## **Open Meeting – 6:30 p.m.**

O Canada  
Silent Reflection  
First Nations Acknowledgement  
Disclosure of Pecuniary Interest and General Nature Thereof

### **Confirmation of Minutes:** (Councillor Downer)

That the minutes of the open Council Meetings held April 8 and 23, 2019, and the open Committee of the Whole Meeting held May 6, 2019, be confirmed as recorded and without being read.

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## **Committee of the Whole Consent Report:**

The following resolutions have been prepared to facilitate Council's consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Committee of the Whole Consent Report, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

### **IDE-2019-21                      Sign By-Law Variances - 950 Paisley Road**

#### **Recommendation:**

1. That the request for variances from Table 1, Row 1 of Sign By-law Number (1996)-15245, as amended, to permit three (3) interchangeable building signs, each with an area of 1.99m<sup>2</sup>, to be located 1m from the ground at 950 Paisley Road, be approved.
2. That the request for variances from Table 2, Row 12 of Sign By-law Number (1996)-15245, as amended, to permit 2 menu boards; one with a height of 3.64m above the adjacent roadway and a distance of 3m from the nearest

road allowance; and one with a height of 3.96m above the adjacent roadway, a sign face area of 3.6m<sup>2</sup> and a distance of 3.5m from the nearest road allowance at 950 Paisley Road, be approved.

**IDE-2019-48                      Sign By-law Variances - 630 Scottsdale Drive**

**Recommendation:**

That the request for variances from Sign By-law Number (1996)-15245, as amended, to permit an illuminated building sign with an area of 3.07m<sup>2</sup> to be a height of .61m above the ground surface at 630 Scottsdale Drive, be approved.

**IDE-2019-45                      New Outdoor Swimming Pool and Hot Tub By-Law  
(Council Memo)**

**Recommendation:**

That Council approve the recommended Outdoor Swimming Pool and Hot Tub By-law included as Attachment-1 to Report Number IDE-2019-45 titled "New Outdoor Swimming Pool and Hot Tub By-law".

**IDE-2019-43                      2018 Building Permit Revenue and Expenditures,  
Building Services OBC Stabilization Reserve Fund  
and Annual Setting of Building Permit Fees**

**Recommendation:**

1. That Council approve the recommended building permit fees, included as Attachment 2, report IDE-2019-43 titled "2018 Building Permit Revenue and Expenditures, Building Services OBC Stabilization Reserve Fund and Annual Setting of Building Permit Fees" dated May 6, 2019, effective June 1, 2019.
2. That Council approve adjusting the Building Services OBC Stabilization Reserve Fund target to be within the range of 100 to 150 per cent of prior year budget operating expenditures and that Appendix A of the General Reserve and Reserve Fund Policy be updated accordingly.
3. That Council approve the recommended automatic fee indexing methodology for 2020 and subsequent years, as described in report IDE-2019-43.

**IDE-2019-52                      Solid Waste Management Master Plan Advisory  
Committee**

**Recommendation:**

1. That the terms of reference for the Solid Waste Management Master Plan Public Advisory Committee included as Attachment 1 to IDE-2019-52, dated May 6, 2019, be approved.

2. That staff partner with the University of Guelph IdeasCongress (ICON) Program to explore viable solutions to reduce single use plastics across Guelph, and report back to Council with updates or further recommendations as part of Solid Waste Management Master Plan update.
3. That the following be referred to and considered as part of the Solid Waste Master Plan process and scope of activity:
  - a) That staff investigate any required changes to the current agreements between the City and/or vendors/leaseholders resulting from the sale of single use plastics.
  - b) That staff facilitate further engagement internally on reducing or eliminating single use plastics through the Solid Waste Management Master Plan process.
  - c) That staff explore the issue of single-use plastics and packaging as an opportunity to leverage the Civic Accelerator, to help realize further options to reduce waste in the City of Guelph.

**IDE-2019-47                      Community Energy Initiative Update: Pathway to Net Zero Carbon**

**Recommendation:**

That staff pursue a service agreement with Our Energy Guelph (OEG) to act as the City's Community Energy Initiative (CEI) delivery partner.

**IDE-2019-44                      Corporate 100% Renewable Energy Target by 2050**

**Recommendation:**

1. That the Corporate 100% Renewable Energy Target (100RE Target) definition be received, adopted and reviewed every 5 years.
2. That staff be directed to develop a capital reserve fund strategy to support the Corporate energy optimization projects through the 2020 capital budget process.
3. That the capital and operating costs to enable progress towards the 100RE Target be referred to the 2020 budget process.
4. That staff provide a Corporate Energy Progress Report on an annual basis.
5. That staff through their annual reporting to Council, provide Council with further opportunities and initiatives to realize the 2050, 100% renewable energy target sooner.

**CS-2019-11****2018 Year-end Operating Variance Report and Surplus Allocation****Recommendation:**

1. That the tax supported surplus of \$3,255,971 be allocated to the reserves and reserve funds as follows:

Tax Rate Operating Contingency Reserve (180)	\$816,000
Environment and Utility Contingency Reserve (198)	\$400,000
Police Operating Contingency Reserve (115)	\$39,000
Infrastructure Renewal Reserve Fund (150)	\$2,000,971
<b>Total</b>	<b>\$3,255,971</b>

2. That the Water Services surplus of \$578,081 be allocated to the Water Capital Reserve Fund (152).
3. That the Wastewater Services surplus of \$2,787,381 be allocated to the Wastewater Capital Reserve Fund (153).
4. That the Stormwater Services surplus of \$313,835 be allocated to the Stormwater Capital Reserve Fund (165).
5. That the Ontario Building Code (OBC) deficit of \$608,582 be funded from the Building Services OBC Stabilization Reserve Fund (188).
6. That the Court Services surplus of \$88,950 be allocated to the Court Contingency Reserve (211).

**CS-2019-12****2018 Year-end Capital Variance Report****Recommendation:**

That report CS-2019-12, 2018 Year-end Capital Variance Report, dated May 6, 2019, be received.

**CS-2019-13****2018 General Reserve and Reserve Fund Report****Recommendation:**

That the City's General Reserve and Reserve Fund Policy be amended to reflect the addition of the Ontario Municipal Commuter Cycling Reserve Fund (350) as at December 31, 2018.

**CS-2019-56****Dividend Allocation Policy****Recommendation:**

1. That the one-time special dividend to be declared by Guelph Municipal Holdings Inc. (GMHI) be allocated as follows:
  - a. 45 per cent, to a maximum of \$6 million, be directed to the City Building Reserve Fund; and

- b. 10 per cent, to a maximum of \$1.3 million, be directed to the Community Investment Program; and
  - c. \$700 thousand be directed to support the Community Energy Initiative; and
  - d. The remaining funds be directed to the Infrastructure Renewal Reserve Fund.
2. That any net new ongoing dividend revenues from the City's municipal services corporations be directed to the City's Infrastructure Renewal Reserve Fund and be approved until such time that sustainable tax supported capital funding levels are achieved.
  3. That a strategy, to redirect the base operating dividend revenue (\$1.9 million in 2019) from the City's municipal services corporations into the Infrastructure Renewal Reserve Fund, be approved.

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### **Items for Discussion:**

The following items have been extracted from the Committee of the Whole Consent Report and the Council Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

#### **IDE-2019-60                      Funding Requests from the Affordable Housing Reserve to Support Applications to the National Housing Co-Investment Fund**

##### **Presentation:**

Melissa Aldunate, Manager, Policy Planning and Urban Design

##### **Recommendation:**

1. That a financial incentive in the amount of \$924,000 be provided to Rockwater on Janefield Inc. for an affordable housing project as generally describe in IDE Report 2019-60 subject to CMHC approval of their application to the National Housing Co-Investment Fund and entering into an agreement with the City.
2. That staff be directed to prepare a Municipal Capital Facilities By-law to authorize the financial incentives for Rockwater on Janefield Inc.
3. That staff be directed to enter into an agreement with Rockwater on Janefield Inc., to implement the municipal incentives, to the satisfaction of the DCAO of Public Services, the City Solicitor and the Chief Financial Officer.
4. That the Mayor be authorized to provide a letter of support for the Rockwater on Janefield Inc. proposal to satisfy the National Housing Co-Investment Fund application requirements.

5. That a financial incentive in the amount of \$364,000 be provided to St. Joseph's Housing Corporation for an affordable housing project as generally described in IDE Report 2019-60 subject to CMHC approval of their application to the National Housing Co-Investment Fund and entering into an agreement with the City.
6. That staff be directed to enter into an agreement with St. Joseph's Housing Corporation, to implement the municipal incentives, to the satisfaction of the DCAO of Public Services, the City Solicitor and the Chief Financial Officer.
7. That the Mayor be authorize to provide a letter of support for the St. Joseph's Housing Corporation proposal to satisfy the National Housing Co-Investment Fund application requirements.
8. That the Mayor and Clerk be authorized to execute the Municipal Incentives Agreements.

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## **Special Resolutions**

Councillor Gordon's motion for reconsideration for which notice was given May 6, 2019, in relation to the May 28, 2018, resolution being:

1. That the Corporation of the City of Guelph will strive to achieve one hundred percent of its energy needs through renewable sources by 2050.
2. That Staff be directed to report back to the next term of Council on the most effective way for the Corporation to work towards achieving this goal, including information on, but not limited to, the impact on capital budget planning, potential resource needs, and a recommended process for the review of new program and policy development initiatives.

In light of new information on the urgency of reducing greenhouse gas emissions that are responsible for the escalation of Climate Change, that the following resolution of May 28, 2018 be reconsidered:

1. That the Corporation of the City of Guelph will strive to achieve one hundred percent of its energy needs through renewable sources by 2050.
2. That Staff be directed to report back to the next term of Council on the most effective way for the Corporation to work towards achieving this goal, including information on, but not limited to, the impact on capital budget planning, potential resource needs, and a recommended process for the review of new program and policy development initiatives.

If successful reconsideration motions are passed, the following replacement motions will be put on the floor:

1. That the target date for the City of Guelph to achieve Net Zero status be set at 2035.
2. That the target date for the City of Guelph to meet 100% of its corporate energy needs through renewables be set at 2035.
3. That staff be directed to report back to Committee of the Whole by Q2 of 2020 on the most effective way for the Corporation to work towards achieving this goal, including information on, but not limited to, the impact on capital budget planning, potential resource needs, and a recommended process and timeline for the review of new program and policy development initiatives.

## By-laws

Resolution to adopt the By-laws (Councillor Gibson).

By-law Number (2019)-20408	A By-law respecting outdoor swimming pools and hot tubs and to repeal By-law Number (1994)-14660.
By-law Number (2019)-20409	A By-law to amend By-law Number (2002)-17017 – the Traffic By-law (Through Highways in Schedule V, Traffic Control Signals in Schedule VI, Lane Designation in Schedule VII, Pedestrian Crossovers in Schedule X, No Parking in Schedule XV, No Stopping in Schedule XVI and Restricted Parking in Schedule XVII).

## Mayor's Announcements

Please provide any announcements, to the Mayor in writing, by 12 noon on the day of the Council meeting.

## Notice of Motion

## Adjournment



**Minutes of Guelph City Council  
Held in the Council Chambers, Guelph City Hall on  
April 8, 2019 at 6:30 p.m.**

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**Attendance**

Council: Mayor C. Guthrie  
Councillor P. Allt  
Councillor B. Bell  
Councillor C. Billings  
Councillor C. Downer  
Councillor D. Gibson  
Councillor J. Gordon  
Councillor R. Goller  
Councillor J. Hofland  
Councillor M. MacKinnon  
Councillor D. O'Rourke  
Councillor L. Piper  
Councillor M. Salisbury

Staff: Ms. K. Dedman, Acting Deputy CAO, Infrastructure, Development and Enterprise Services  
Mr. C. Cooper, General Manager, Legal, Realty and Court Services/City Solicitor  
Mr. C. DeVriendt, Manager, Development Planning  
Ms. M. Aldunate, Manager, Policy Planning and Urban Design  
Ms. L. Sulatycki, Senior Development Planner  
Mr. M. Witmer, Senior Development Planner  
Mr. S. Robinson, Senior Heritage Planner  
Mr. D. McMahon, Manager, Legislative Services/Deputy Clerk  
Ms. D. Tremblay, Council and Committee Coordinator

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**Call to Order (6:30 p.m.)**

Mayor Guthrie called the meeting to order.

Councillor Piper arrived at 6:33 p.m.

**Disclosure of Pecuniary Interest and General Nature Thereof**

Councillor Downer declared an interest with respect to item IDE-2019-38 Public Meeting Report 205-213 Speedvale Avenue East Proposed Zoning By-law Amendment File: 0ZS18-011 Ward 2 as she has a non-development business relationship with Mike Fortin, one of the applicants, not related to this application.

Councillor Gibson arrived at 6:34 p.m.

**Council Consent Agenda**

The following items were extracted:

**IDE-2019-35      Decision Report 127 Cityview Drive North Zoning By-law  
Amendment File: 0ZS18-006 Ward 1**



1. Moved by Councillor Billings  
Seconded by Councillor Bell

That the application from Black, Shoemaker, Robinson & Donaldson Limited on behalf of the owner, Linda Da Maren for a Zoning By-law Amendment (OZS18-006) to change the zoning from the current "Urban Reserve" (UR) Zone to a "Specialized Single Detached" (R.1C-?) Zone to permit the development of two (2) new single detached dwellings on the property municipally known as 127 Cityview Drive North and legally described as Lot 23, Registered Plan 462, City of Guelph, be approved in accordance with ATT-3 of the Infrastructure, Development and Enterprise Report 2019-35 dated April 8, 2019.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Gibson, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (13)

**Voting Against:** (0)

Carried

## Planning Public Meeting

Mayor Guthrie announced that in accordance with The Planning Act, Council is now in a public meeting for the purpose of informing the public of various planning matters. The Mayor asked if there were any delegations in attendance with respect to the planning matters listed on the agenda.

### **IDE-2019-38      Statutory Public Meeting Report 205-213 Speedvale Avenue East Proposed Zoning By-Law Amendment File: OZS18-011 Ward 2**

Lindsay Sulatycki, Senior Development Planner, provided a summary of the proposed development including demolition of the dwellings located at 205, 207 and 211 Speedvale Avenue East and development of the lands to include a three-storey twenty-one unit apartment building and conversion of the existing single detached dwelling located at 213 Speedvale into a three-unit building. She advised that the proposal includes a request for zoning by-law amendment from the current zoning of Residential Single Detached to a Specialized Infill Apartment and a requests for amendments to the special regulations including a reduction in parking spaces and minimum rear yard setbacks.

Nancy Shoemaker, on behalf of Black, Shoemaker, Robison and Donaldson Limited, provided details regarding the proposed three story building and a summary of the proposal for the existing dwelling at 213 Speedvale Avenue. She summarized the requests for the zoning by-law amendment, including the request for a reduction in number of parking spaces and minimum rear yard setbacks.

David McAuley, on behalf of J. David McAuley Architect Inc., provided a summary of the sustainable intentional living community proposed on the site. He provided a pictorial summary of the neighborhood properties, amenities, vegetation and plantings contained on the site.

Chris Williams, an area resident, expressed concerns regarding the renovation of 213 Speedvale Avenue and suggested that the lot could be used for additional parking. He also expressed concerns regarding increased traffic resulting from the proposal.

Councillor Downer did not discuss or vote on this item.

2. Moved by Councillor Hofland  
Seconded by Councillor Allt

That Report IDE 2019-38 regarding proposed Zoning By-law Amendment application submitted by Black, Shoemaker, Robinson and Donaldson Limited on behalf of the owners, Beryl Isobel Beard and Michael Fortin to permit the development of a three-storey, 21-unit apartment building and the conversion of the existing dwelling located at 213 Speedvale Avenue East into a three-unit building on lands municipally known as 205, 207, 211 and 213 Speedvale Avenue East, and legally described as Part of Lots 30 and 31, Registered Plan 221, City of Guelph from Infrastructure, Development and Enterprise dated April 8, 2019, be received.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Gibson, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (12)

**Voting Against:** (0)

Carried

Councillor Allt assumed the Chair.

3. Moved by Mayor Guthrie  
Seconded by Councillor Piper

That in consultation with the applicant, staff explore all opportunities for maximizing further density of units and/or green space within the proposed site by using section 37, specifically section 10.7 of the Planning Act, or through further reduction of parking requirements.

**Voting in Favour:** Mayor Guthrie, Councillors Goller and Gordon (3)

**Voting Against:** Councillors Allt, Bell, Billings, Gibson, Hofland, MacKinnon, O'Rourke, Piper and Salisbury (9)

Defeated

Mayor Guthrie assumed the Chair.

Councillor MacKinnon left the meeting at 8:35 p.m.

Councillor Gibson left the meeting at 8:38 p.m.

## Items for Discussion

### IDE-2019-41 Draft Cultural Heritage Action Plan for Council Input

Stephen Robinson, Senior Heritage Planner, provided a summary of the contents of the Draft Cultural Heritage Acton Plan.

Councillor Billings left the meeting at 9:14 p.m.

4. Moved by Councillor Allt  
Seconded by Councillor O'Rourke

That the draft Cultural Heritage Action Plan included as Attachment 1, to the Infrastructure, Development & Enterprise Services Report (IDE 2019-41), dated April 8, 2019 be received.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Downer, Goller, Gordon, Hofland, O'Rourke, Piper and Salisbury (10)

**Voting Against:** (0)

Carried

### **By-laws**

5. Moved by Councillor Salisbury  
Seconded by Councillor Piper

That By-laws numbered (2019)-20394 to (2019)-20396, inclusive, are hereby passed.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Downer, Goller, Gordon, Hofland, O'Rourke, Piper and Salisbury (10)

**Voting Against:** (0)

Carried

### **Mayor's Announcements**

Councillor Allt advised that April is organ donation month and encouraged those Guelph residents who have not to registered to be organ donors to register.

Councillors Piper and Downer advised that they will be holding a Ward 5 Town Hall meeting on Thursday, April 11, 2018 from 7:00 to 9:00 p.m. at Harcourt Church to discuss items such as rental housing, zoning and the new main library project.

### **Adjournment** (9:39 p.m.)

6. Moved by Councillor Allt  
Seconded by Councillor O'Rourke

That the meeting be adjourned.

Carried

Minutes to be confirmed on May 27, 2019.

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Mayor Guthrie

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Dylan McMahon- Deputy Clerk



**Minutes of Guelph City Council  
Held in the Council Chambers, Guelph City Hall on  
Tuesday, April 23, 2019 at 6:06 p.m.**

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**Attendance**

Council: Mayor C. Guthrie  
Councillor P. Allt  
Councillor B. Bell  
Councillor C. Billings  
Councillor C. Downer  
Councillor J. Gordon  
Councillor R. Goller  
Councillor J. Hofland  
Councillor M. MacKinnon  
Councillor D. O'Rourke  
Councillor L. Piper  
Councillor M. Salisbury

Absent: Councillor D. Gibson

Staff: Mr. T. Lee, Acting Chief Administrative Officer  
Ms. C. Clack, Acting Chief Administrative Officer  
Mr. S. Stewart, Acting Chief Administrative Officer  
Mr. C. Cooper, General Manager, Legal, Realty and Court Services/City Solicitor  
Mr. D. McMahon, Manager, Legislative Services/Deputy City Clerk  
Ms. D. Black, Council and Committee Coordinator

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**Call to Order** (6:06 p.m.)

Mayor Guthrie called the meeting to order.

**Authority to Resolve into a Closed Meeting of Council**

1. Moved by Councillor Piper  
Seconded by Councillor Billings

That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to Section 239 (2) (c) of the Municipal Act with respect to proposed or pending acquisition or disposition of land by the municipality or local board.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

**Closed Meeting** (6:10 p.m.)

**Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

The following matters were considered:

### **Baker Street District Re-development Update**

#### **Rise and Recess from Closed Meeting** (6:42 p.m.)

Council recessed.

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#### **Attendance**

Council:	Mayor C. Guthrie	Councillor R. Goller
	Councillor P. Allt	Councillor J. Hofland
	Councillor B. Bell	Councillor M. MacKinnon
	Councillor C. Billings	Councillor D. O'Rourke
	Councillor C. Downer	Councillor L. Piper
	Councillor J. Gordon	Councillor M. Salisbury

Absent: Councillor D. Gibson

Staff:

- Mr. T. Lee, Acting Chief Administrative Officer
- Ms. C. Clack, Acting Chief Administrative Officer
- Mr. S. Stewart, Acting Chief Administrative Officer
- Mr. J. Krauter, Manager, Taxation Revenue/Deputy Treasurer
- Ms. K. Newland, Manager, Finance, Client Services
- Mr. C. Cooper, General Manager, Legal, Realty and Court Services/City Solicitor
- Mr. D. McMahon, Manager, Legislative Services/Deputy City Clerk
- Ms. D. Black, Council and Committee Coordinator

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#### **Open Meeting** (6:50 p.m.)

Mayor Guthrie called the meeting to order.

#### **Closed Meeting Summary**

Mayor Guthrie spoke regarding the matters addressed in closed and identified the following:

#### **Baker Street District Re-development Update**

Staff were given direction on this matter.

#### **Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

## **Presentation:**

### **2019 Special Olympics World Games Medals**

The Mayor congratulated the 2019 Special Olympics World Games medalists and presented them with City of Guelph medals.

### **Confirmation of Minutes**

1. Moved by Councillor Allt  
Seconded by Councillor Hofland

That the minutes of the open Council Meetings held March 18 and 25, 2019 and the Committee of the Whole meeting held April 1, 2019, be confirmed as recorded and without being read.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

### **Committee of the Whole Consent Report**

2. Moved by Councillor MacKinnon  
Seconded by Councillor Piper

That the April 23, 2019 Committee of the Whole Consent Report as identified below, be adopted:

#### **CS-2019-09                      2019 Property Tax Policies**

That the 2019 City of Guelph Property Tax Policy set out in ATT-1 to report CS-2019-09 entitled 2019 Property Tax Policy Report dated April 1, 2019 be approved and incorporated into tax ratio, tax rate and capping parameter by-laws.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (11)

**Voting Against:** Councillor Billings (1)

Carried

### **Council Consent Agenda**

3. Moved by Councillor Hofland  
Seconded by Councillor Billings

That the April 23, 2019 Council Consent Agenda as identified below, be adopted:

**CS-2019-55 Request for Designation as an Event of Municipal Significance – Rug and Weave**

That the Rug and Weave Summer Solstice Market event request to be designated as an event of municipal significance for the purpose of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario, be approved.

**CS-2019-58 Request for Designation as an Event of Municipal Significance – Royal City Brewing Co. – Spring Mini-Market**

That the Royal City Brewing Co. Spring Mini-Market event request to be designated as an event of municipal significance for the purpose of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario, be approved.

**CS-2019-59 Request for Designation as an Event of Municipal Significance – Royal City Brewing Co. – Turns 5!**

That the Royal City Brewing Turns 5! event request to be designated as an event of municipal significance for the purpose of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario, be approved.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

4. Moved by Councillor MacKinnon  
Seconded by Councillor Salisbury

That Schedule "M" of the Delegation of Authority By-law (2013)-19529, be amended to delegate the full authority to approve any Community Festival and/or Special Occasion and to designate an event of Municipal Significance, as required by the Alcohol and Gaming Commission of Ontario to permit the sale and service of alcohol at such events to the to the General Manager, City Clerk's Office/City Clerk, or designate.

**Amendment**

5. Moved by Councillor Salisbury  
Seconded by Councillor Goller

That, if an application for an event to be designated as an event of Municipal Significance is refused, the applicant has the right to appeal the decision to Council.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Goller, Gordon, O'Rourke, Piper, Salisbury (8)

**Voting Against:** Councillor Billings, Downer, Hofland and MacKinnon (4)

Carried

### **Main Motion as Amended**

6. Moved by Councillor MacKinnon  
Seconded by Councillor Salisbury

1. That Schedule "M" of the Delegation of Authority By-law (2013)-19529, be amended to delegate the full authority to approve any Community Festival and/or Special Occasion and to designate an event of Municipal Significance, as required by the Alcohol and Gaming Commission of Ontario to permit the sale and service of alcohol at such events to the to the General Manager, City Clerk's Office/City Clerk, or designate.
2. That, if an application for an event to be designated as an event of Municipal Significance is refused, the applicant has the right to appeal the decision to Council.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

### **Items for Discussion**

#### **2017-2018 Annual Report of the Integrity Commissioner**

Robert Swayze, Integrity Commissioner, provided a summary of his 2017-2018 Annual Report.

7. Moved by Councillor Hofland  
Seconded by Councillor Downer

That the 2017-2018 Annual Report of the Integrity Commissioner dated April 23, 2019, be received.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried



8. Moved by Councillor Billings  
Seconded by Councillor O'Rourke

1. That the 2020 budget plan be approved.
2. That the revised phased-in multi-year budget process for both the operating and the capital budgets commencing with a three-year budget in 2021 and a subsequent four-year budget in 2024 be adopted in principle.
3. That the meeting dates and times outlined in Table 1 – Council Budget Meeting Dates, in the Internal Memo titled 2020 Budget Council Meeting Dates, dated April 23, 2019, be approved, as amended to move the Council Deliberations and Approval of Tax Supported Operating Budget from December 3, 2019 to December 5, 2019 and the second day of deliberations, if required, to December 6, 2019.

It was requested that the third clause be voted on separately.

9. Moved by Councillor Billings  
Seconded by Councillor O'Rourke

1. That the 2020 budget plan be approved.
2. That the revised phased-in multi-year budget process for both the operating and the capital budgets commencing with a three-year budget in 2021 and a subsequent four-year budget in 2024 be adopted in principle.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

10. Moved by Councillor Billings  
Seconded by Councillor O'Rourke

3. That the meeting dates and times outlined in Table 1 – Council Budget Meeting Dates, in the Internal Memo titled 2020 Budget Council Meeting Dates, dated April 23, 2019, be approved, as amended to move the Council Deliberations and Approval of Tax Supported Operating Budget from December 3, 2019 to December 5, 2019 and the second day of deliberations, if required, to December 6, 2019.

**Voting in Favour:** Mayor Guthrie, Councillors Billings, Goller, O'Rourke and Piper (5)

**Voting Against:** Councillors Allt, Bell, Downer, Gordon, Hofland, MacKinnon and Salisbury (7)

Defeated

11. Moved by Councillor Allt  
Seconded by Councillor Gordon

That the meeting dates and times outlined in Table 1 – Council Budget Meeting Dates, in the Internal Memo titled 2020 Budget Council Meeting Dates, dated April 23, 2019, be approved.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

### **By-laws**

12. Moved by Councillor Bell  
Seconded by Councillor Goller

That By-laws Numbered (2019) – 20397 to (2019) - 20402, inclusive, are hereby passed.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Goller, Gordon, Hofland, MacKinnon, O'Rourke, Piper, Salisbury (12)

**Voting Against:** (0)

Carried

### **Mayor's Announcements**

The Mayor announced the City is inviting applications for various advisory boards and committees and provided details regarding the process to apply.

### **Adjournment** (7:44 p.m.)

14. Moved by Councillor Goller  
Seconded by Councillor Allt

That the meeting be adjourned.

Carried

Minutes to be confirmed on Monday, May 27, 2019.

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Mayor Guthrie

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Dylan McMahon - Deputy Clerk



**Minutes of Committee of the Whole Meeting  
Held in the Council Chambers, Guelph City Hall on  
May 6, 2019 at 1:30 p.m.**

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**Attendance**

Council: Mayor Guthrie  
Councillor P. Allt  
Councillor C. Billings  
Councillor C. Downer  
Councillor D. Gibson  
Councillor R. Goller  
Councillor J. Gordon  
Councillor J. Hofland  
Councillor M. MacKinnon  
Councillor D. O'Rourke  
Councillor M. Salisbury

Absent: Councillor B. Bell  
Councillor L. Piper

Staff: Mr. S. O'Brien, General Manager, City Clerk's Office/City Clerk  
Ms. D. Tremblay, Council and Committee Coordinator

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**Call to Order (1:30 p.m.)**

Mayor Guthrie called the meeting to order.

**Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

**Authority to Move into Closed Meeting**

1. Moved by Councillor Allt  
Seconded by Councillor Goller

That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) and (f) of the Municipal Act relating to personal matters about an identifiable individual, including municipal or local board employees; and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (11)

**Voting Against:** (0)

Carried

**Closed Meeting (1:35 p.m.)**

**Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

The following matter was considered:

**Clair-Maltby Secondary Plan – Staff meeting update**

**Rise and recess from Closed Meeting (2:23 p.m.)**

Council recessed.

**Open Meeting (2:24 p.m.)**

**Attendance**

Council:	Mayor Guthrie	Councillor R. Goller
	Councillor P. Allt	Councillor J. Gordon
	Councillor B. Bell	Councillor J. Hofland
	Councillor C. Billings	Councillor M. MacKinnon
	Councillor C. Downer	Councillor D. O'Rourke
	Councillor D. Gibson	

Absent: Councillor L. Piper  
Councillor M. Salisbury

Staff: Mr. T. Lee, Acting Chief Administrative Officer  
Mr. S. Stewart, Acting Chief Administrative Officer  
Ms. H. Flaherty, Acting Deputy CAO Public Services  
Ms. T. Baker, General Manager, Finance, City Treasurer  
Mr. A. Viikko, General Manager, Facilities Management  
Ms. J. Rose, General Manager, Environmental Services  
Ms. D. Evans, General Manager, Culture, Tourism, Community Investment  
Mr. A. Chapman, Manger, Climate Change Office  
Mr. B. Ho-Yan, Program Manager, Corporate Energy  
Mr. C. Walsh, Divisional Manager, Solid Waste Resources  
Mr. P. Jensen, Project Specialist  
Mr. S. O'Brien, General Manager, City Clerk's Office/City Clerk  
Ms. D. Tremblay, Council and Committee Coordinator

**Closed Meeting Summary**

The following matter was considered:

**Clair-Maltby Secondary Plan – Staff meeting update**  
Information was received and staff were given direction on this matter.

**Staff Recognitions**

Wastewater Services was recognized for their Silver Level of Recognition for the 2017 Wastewater treatment plant performance.

## **Consent Agenda – Infrastructure, Development and Enterprise**

Councillor Gibson assumed the Chair.

Councillor Gibson presented the Infrastructure, Development and Enterprise Consent Agenda.

The following items were extracted:

**IDE-2019-45                      New Outdoor Swimming Pool and Hot Tub By-law**  
**IDE-2019-52                      Solid Waste Master Plan Advisory Committee**

2. Moved by Councillor Hofland  
Seconded by Councillor Billings

That the balance of the May 6, 2019 Infrastructure, Development and Enterprise Consent Agenda as identified below, be adopted:

**IDE-2019-21                      Sign By-law Variances –950 Paisley Road**

1. That the request for variances from Table 1, Row 1 of Sign By-law Number (1996)-15245, as amended, to permit three (3) interchangeable building signs, each with an area of 1.99m<sup>2</sup>, to be located 1m from the ground at 950 Paisley Road, be approved.
2. That the request for variances from Table 2, Row 12 of Sign By-law Number (1996)-15245, as amended, to permit 2 menu boards; one with a height of 3.64m above the adjacent roadway and a distance of 3m from the nearest road allowance; and one with a height of 3.96m above the adjacent roadway, a sign face area of 3.6m<sup>2</sup> and a distance of 3.5m from the nearest road allowance at 950 Paisley Road, be approved.

**IDE-2019-48                      Sign By-law Variances – 630 Scottsdale Drive**

That the request for variances from Sign By-law Number (1996)-15245, as amended, to permit an illuminated building sign with an area of 3.07m<sup>2</sup> to be a height of .61m above the ground surface at 630 Scottsdale Drive, be approved

**IDE-2019-43                      2018 Building Permit Revenue and Expenditures,  
Building Services OBC Stabilization Reserve Fund and  
Annual Setting of Building Permit Fees**

1. That Council approve the recommended building permit fees, included as Attachment 2, report IDE-2019-43 titled "2018 Building Permit Revenue and Expenditures, Building Services OBC Stabilization Reserve Fund and Annual Setting of Building Permit Fees" dated May 6, 2019, effective June 1, 2019.
2. That Council approve adjusting the Building Services OBC Stabilization Reserve Fund target to be within the range of 100 to 150 per cent of prior year budget

operating expenditures and that Appendix A of the General Reserve and Reserve Fund Policy be updated accordingly.

3. That Council approve the recommended automatic fee indexing methodology for 2020 and subsequent years, as described in report IDE-2019-43.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon and O'Rourke (11)

**Voting Against:** (0)

Carried

## **Items for Discussion – Infrastructure, Development and Enterprise**

### **Point of Order**

Mayor Guthrie raised a point of order regarding the sequence of agenda items given that the agenda contained a notice of motion that may impact items that Committee would be considering. The Chair ruled that the order of the agenda was appropriate.

### **IDE-2019-47                      Community Energy Initiative Update: Pathway to Net Zero Carbon**

Antti Vilkkö, General Manager, Facilities Management, provided opening remarks regarding the Community Energy Initiative Update: Pathway to Net Zero Carbon.

Councillor Salisbury arrived at 2:45 p.m.

Kirby Calvert and Jonathan Knowles, Our Energy Guelph Co-Chairs provided a summary of the project including background, the proposed pathway to net zero carbon, actions to proceed with the project, progress and ongoing work and next steps.

Alex Chapman, Manager, Climate Change Office provided a summary of the new pathway to net zero including combining climate action with economic development, the requirement of a service agreement with Our Energy Guelph and request for funding for an Executive Director position.

3.     Moved by Mayor Guthrie  
       Seconded by Councillor Goller

That staff pursue a service agreement with Our Energy Guelph (OEG) to act as the City's Community Energy Initiative (CEI) delivery partner.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

Council recessed at 4:55 p.m. and reconvened at 5:11 p.m.

Councillor Salisbury arrived at 5:14 p.m.

Councillor Billings arrived at 5:17 p.m.  
Mayor Guthrie arrived at 5:18 p.m.  
Councillor MacKinnon arrived at 5:19 p.m.

#### **IDE-2019-44                      Corporate 100% Renewable Energy Target by 2050**

Bryan Ho-Yan, Program Manager, Corporate Energy, provided a summary of the Corporate 100% Renewable Energy Target by 2050.  
Antti Vilko, General Manager, Facilities Management, provided closing remarks.

4.     Moved by Councillor Allt  
       Seconded by Councillor Hofland
  1. That the Corporate 100% Renewable Energy Target (100RE Target) definition be received and adopted.
  2. That staff be directed to develop a capital reserve fund strategy to support the Corporate energy optimization projects through the 2020 capital budget process.
  3. That the capital and operating costs to enable progress towards the 100RE Target be referred to the 2020 budget process.
  4. That staff provide a Corporate Energy Progress Report on an annual basis.

#### **First Amendment**

5.     Moved by Mayor Guthrie  
       Seconded by Councillor Goller

That staff through their annual reporting to Council, provide Council with further opportunities and initiatives to realize the 2050, 100% renewable energy target sooner.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

#### **Seconded Amendment**

6.     Moved by Councillor O'Rourke  
       Seconded by Councillor Downer

That paragraph 1 be amended to add "and reviewed every 5 years."

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

## Main Motion as Amended

7. Moved by Councillor Allt  
Seconded by Councillor Hofland
  1. That the Corporate 100% Renewable Energy Target (100RE Target) definition be received, adopted **and reviewed every 5 years.**
  2. That staff be directed to develop a capital reserve fund strategy to support the Corporate energy optimization projects through the 2020 capital budget process.
  3. That the capital and operating costs to enable progress towards the 100RE Target be referred to the 2020 budget process.
  4. That staff provide a Corporate Energy Progress Report on an annual basis.
  5. **That staff through their annual reporting to Council, provide Council with further opportunities and initiatives to realize the 2050, 100% renewable energy target sooner.**

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

## IDE-2019-45                      **New Outdoor Swimming Pool and Hot Tub By-law**

8. Moved by Councillor Hofland  
Seconded by Councillor Bell

That Council approve the recommended Outdoor Swimming Pool and Hot Tub By-law included as Attachment-1 to Report Number IDE-2019-45 titled "New Outdoor Swimming Pool and Hot Tub By-law".

**Voting in Favour:** Mayor Guthrie, Councillors Bell, Billings, Downer, Hofland, Gibson, Gordon, MacKinnon, O'Rourke and Salisbury (10)

**Voting Against:** Councillor Allt and Goller (2)

Carried

## IDE-2019-52                      **Solid Waste Master Plan Advisory Committee**

9. Moved by Mayor Guthrie  
Seconded by Councillor Bell

That the terms of reference for the Solid Waste Management Master Plan Public Advisory Committee included as Attachment 1 to IDE-2019-52, dated May 6, 2019, be approved.



### **First Amendment**

10. Moved by Mayor Guthrie  
Seconded by Councillor Bell

That staff partner with the University of Guelph IdeasCongress (ICON) Program to explore viable solutions to reduce single use plastics across Guelph, and report back to Council with updates or further recommendations as part of Solid Waste Management Master Plan update.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

### **Second Amendment**

11. Moved By Mayor Guthrie  
Seconded By Councillor Hofland

That the following recommendations be referred to and considered as part of the Solid Waste Master Plan process and scope of activity:

- a) That staff investigate any required changes to the current agreements between the City and/or vendors/leaseholders resulting from the sale of single use plastics.
- b) That staff facilitate further engagement internally on reducing or eliminating single use plastics through the Solid Waste Management Master Plan process.
- c) That staff explore the issue of single-use plastics and packaging as an opportunity to leverage the Civic Accelerator, to help realize further options to reduce waste in the City of Guelph.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

### **Main Motion as Amended**

12. Moved by Mayor Guthrie  
Seconded by Councillor Bell

1. That the terms of reference for the Solid Waste Management Master Plan Public Advisory Committee included as Attachment 1 to IDE-2019-52, dated May 6, 2019, be approved.

**2. That staff partner with the University of Guelph IdeasCongress (ICON) Program to explore viable solutions to reduce single use plastics across Guelph, and report back to Council with updates or further**

recommendations as part of Solid Waste Management Master Plan update.

**3. That the following be referred to and considered as part of the Solid Waste Master Plan process and scope of activity:**

- a) That staff investigate any required changes to the current agreements between the City and/or vendors/leaseholders resulting from the sale of single use plastics.
- b) That staff facilitate further engagement internally on reducing or eliminating single use plastics through the Solid Waste Management Master Plan process.
- c) That staff explore the issue of single-use plastics and packaging as an opportunity to leverage the Civic Accelerator, to help realize further options to reduce waste in the City of Guelph.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon, O'Rourke and Salisbury (12)

**Voting Against:** (0)

Carried

Councillor Salisbury left the meeting at 7:17 p.m.

### **Consent Agenda – Corporate Services**

Councillor MacKinnon assumed the Chair.

The following items were extracted:

- |                   |   |
|-------------------|---|
| <b>CS-2019-11</b> | <b>2018 Year-end Operating Variance Report and Surplus Allocation</b> |
| <b>CS-2019-12</b> | <b>2018 Year-end Capital Variance Report</b>                          |
| <b>CS-2019-56</b> | <b>Dividend Allocation Policy</b>                                     |

Councillor MacKinnon presented the balance of the Corporate Services Consent Report.

13. Moved by Councillor Billings  
Seconded by Mayor Guthrie

That the balance of the May 6, 2019 Corporate Services Consent Agenda as identified below, be adopted:

### **CS-2019-13 2018 General Reserve and Reserve Fund Report**

That the City's General Reserve and Reserve Fund Policy be amended to reflect the addition of the Ontario Municipal Commuter Cycling Reserve Fund (350) as at December 31, 2018.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Goller, Gordon O'Rourke and MacKinnon (10)

**Voting Against:** (0)

Carried

### **Items for Discussion – Corporate Services**

Councillor Gibson arrived at 7:30 p.m.

14. Moved by Mayor Guthrie  
Seconded by Councillor Hofland

#### **CS-2019-11 2018 Year-end Operating Variance Report and Surplus Allocation**

1. That the tax supported surplus of \$3,255,971 be allocated to the reserves and reserve funds as follows:

Tax Rate Operating Contingency Reserve (180)	\$816,000
Environment and Utility Contingency Reserve (198)	\$400,000
Police Operating Contingency Reserve (115)	\$39,000
Infrastructure Renewal Reserve Fund (150)	\$2,000,971
<b>Total</b>	<b>\$3,255,971</b>

2. That the Water Services surplus of \$578,081 be allocated to the Water Capital Reserve Fund (152).
3. That the Wastewater Services surplus of \$2,787,381 be allocated to the Wastewater Capital Reserve Fund (153).
4. That the Stormwater Services surplus of \$313,835 be allocated to the Stormwater Capital Reserve Fund (165).
5. That the Ontario Building Code (OBC) deficit of \$608,582 be funded from the Building Services OBC Stabilization Reserve Fund (188).
6. That the Court Services surplus of \$88,950 be allocated to the Court Contingency Reserve (211).

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon and O'Rourke (11)

**Voting Against:** (0)

Carried

#### **CS-2019-12 2018 Year-end Capital Variance Report**

15. Moved by Councillor O'Rourke  
Seconded by Mayor Guthrie

That report CS-2019-12, 2018 Year-end Capital Variance Report, dated May 6, 2019, be received.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon and O'Rourke (11)

**Voting Against:** (0)

Carried

**CS-2019-56**

**Dividend Allocation Policy**

16. Moved by Mayor Guthrie  
Seconded by Councillor Billings

1. That the one-time special dividend to be declared by Guelph Municipal Holdings Inc. (GMHI) be allocated as follows:
  - a. 45 per cent, to a maximum of \$6 million, be directed to the City Building Reserve Fund; and
  - b. 10 per cent, to a maximum of \$1.3 million, be directed to the Community Investment Program; and
  - c. \$700 thousand be directed to support the Community Energy Initiative; and
  - d. The remaining funds be directed to the Infrastructure Renewal Reserve Fund.
2. That any net new ongoing dividend revenues from the City's municipal services corporations be directed to the City's Infrastructure Renewal Reserve Fund and be approved until such time that sustainable tax supported capital funding levels are achieved.
3. That a strategy, to redirect the base operating dividend revenue (\$1.9 million in 2019) from the City's municipal services corporations into the Infrastructure Renewal Reserve Fund, be approved.

It was requested that the clauses be voted on separately.

17. Moved by Mayor Guthrie  
Seconded by Councillor Billings

1. That the one-time special dividend to be declared by Guelph Municipal Holdings Inc. (GMHI) be allocated as follows:
  - a. 45 per cent, to a maximum of \$6 million, be directed to the City Building Reserve Fund; and
  - b. 10 per cent, to a maximum of \$1.3 million, be directed to the Community Investment Program; and
  - c. \$700 thousand be directed to support the Community Energy Initiative; and
  - d. The remaining funds be directed to the Infrastructure Renewal Reserve Fund.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon and O'Rourke (9)

**Voting Against:** Councillor Bell and Billings (2)

Carried

18. Moved by Mayor Guthrie  
Seconded by Councillor Billings

2. That any net new ongoing dividend revenues from the City's municipal services corporations be directed to the City's Infrastructure Renewal Reserve Fund and be approved until such time that sustainable tax supported capital funding levels are achieved.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon and O'Rourke (11)

**Voting Against:** (0)

Carried

19. Moved by Mayor Guthrie  
Seconded by Councillor Billings

3. That a strategy, to redirect the base operating dividend revenue (\$1.9 million in 2019) from the City's municipal services corporations into the Infrastructure Renewal Reserve Fund, be approved.

**Voting in Favour:** Mayor Guthrie, Councillors Allt, Bell, Billings, Downer, Hofland, Gibson, Goller, Gordon, MacKinnon and O'Rourke (10)

**Voting Against:** (0)

Carried

### **Notice of Motion**

Councillor Gordon provided a Notice of Motion.

### **Adjournment** (7:55 p.m.)

20. Moved by Councillor Mayor Guthrie  
Seconded by Councillor Billings

That the meeting be adjourned.

Carried

Minutes to be confirmed on Monday, May 27, 2019.

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Mayor Guthrie

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Stephen O'Brien - City Clerk

# Council Memo



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Date	May 8, 2019
To	<b>City Council</b>
From	Adrian van Eck, Program Manager of Inspections
Division	Building Services
Department	Planning and Building Services
<b>Subject</b>	<b>IDE-2019-45 New Outdoor Swimming Pool and Hot Tub Bylaw (van Eck)</b>

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In response to concerns raised at the COW meeting on Monday, May 6, 2019, we are proposing a minor adjustment to the wording in the proposed by-law regarding door alarms where the house wall forms the fourth side of a pool enclosure.

UL 2017 listed door alarms are available with a secondary bypass button that can be mounted on the exterior side of a door to permit temporary disarming of the alarm when entering from the outside of the home (in addition to the main control with bypass that is mounted on the inside). These controls are mounted 1.4m above ground or finished floor (to be out of reach of children under 5 years of age). With a second by-pass mounted on the exterior, the risk of nuisance alarms should be substantially reduced.

To ensure all door alarms that are installed include an exterior by-pass button we have added this requirement in the bylaw in consultation with Legal Services:

“Has a deactivation button on each of the interior and exterior side of the opening to deactivate the alarm, each located at least 1.4 m above the interior finished floor surface”

We want to thank council and our industry partners for their support of our efforts to improve safety for children under 5 years of age around outdoor residential swimming pools.

**Todd Salter**

General Manager

Planning and Building Services

**Infrastructure, Development and Enterprise Services**

T 519-822-1260 extension 2395

E todd.salter@guelph.ca

File # **IDE-2019-45**

C Scott Stewart, Deputy CAO, Infrastructure, Development and Enterprise Services

Adrian van Eck, Program Manager of Inspection Services

Jeremy Laur, Chief Building Official

**THE CORPORATION OF THE CITY OF GUELPH**

**By-law Number (2019) – 20408**

A By-law respecting outdoor swimming pools and hot tubs and to repeal By-law Number (1994)-14660.

**WHEREAS** under Subsection 10(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, the City of Guelph may pass by-laws respecting health, safety and well-being of persons, protection of persons and property, and structures, including fences and signs;

**AND WHEREAS** the City of Guelph adopted By-law Number (1994)-14660, being a By-law respecting fences and gates around swimming pools;

**AND WHEREAS** the City of Guelph wishes to replace that By-law;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF GUELPH ENACTS AS FOLLOWS:**

DEFINITIONS

1. For the purposes of this By-law the following terms shall have the corresponding meanings:
  - (a) **“Adult”** means a responsible person who is 18 years of age or older or is at least 16 years of age and is a qualified lifeguard according to the Lifesaving Society of Canada;
  - (b) **“Chief Building Official”** means the City’s Chief Building Official or his or her designate;
  - (c) **“Compliant Audible Alarm”** means, in respect of a window or door opening, an alarm which:
    - i. Sounds when the opening is opened,
    - ii. Meets the requirements of UL 2017 General-Purpose Signalling Devices and Systems, Section 77,
    - iii. Starts within seven seconds after the opening opens,
    - iv. Sounds for at least 30 seconds,
    - v. Produces a sound of at least 85 decibels in volume when measured 3 m from the alarm mechanism,
    - vi. Has a sound distinct from other sounds in the house, such as the telephone, doorbell and smoke alarm,
    - vii. Has a deactivation feature which permits the alarm to be deactivated to allow a person to pass through the opening without setting off the alarm,
    - viii. Has a deactivation button on the interior side of each window opening and on the interior and exterior side of each door opening to deactivate the alarm, each deactivation button located at least 1.4 m above the interior finished floor surface, and
    - ix. Has an automatic reset feature which re-activates the alarm within 15 seconds after it has been deactivated;
  - (d) **“Compliant Safety Cover”** means a cover for a Hot Tub which is:
    - i. In compliance with ASTM F1346-91 (2018) Standard Performance Specification for Safety Covers and Labelling



## Attachment-1 Outdoor Swimming Pools and Hot Tubs By-law

Requirements for All Covers for Swimming Pools, Spas and Hot Tubs,

- ii. Permanently attached to the Hot Tub or the Hot Tub's supporting structure, and
  - iii. Locked to prevent unauthorized entry when not in use;
- (e) "**Fence**" means a fence that completely or partially surrounds a Pool or Hot Tub;
- (f) "**Fire Egress Window**" means a window required under the Ontario Building Code, Ontario Fire Code or Property Standards By-law;
- (g) "**Gate**" means a gate in a Fence;
- (h) "**Hot Tub**" means a hot tub, whirlpool, hydro massage pool, or spa;
- (i) "**House Wall**" means a wall of a house or accessory structure;
- (j) "**Inspector**" means the Chief Building Official and any individual appointed by the Chief Building Official to carry out inspections under this By-law;
- (k) "**Owner**" means the owner of the applicable Pool or Hot Tub, and includes the lessee, tenant, occupant, mortgagee in possession or property manager of the property where the Pool or Hot Tub is located;
- (l) "**Pool**" means an artificial outdoor body of water, including a swimming pool, capable of containing water at least 0.6 m deep, but does not include:
- i. A pond used only for an ornamental, agricultural, horticultural or industrial purpose, for stormwater retention, or as a reservoir for firefighting,
  - ii. A pond located in an agricultural zone, or
  - iii. A swimming pool or Hot Tub which is subject to the Ontario Building Code; and
- (m) "**Temporary Enclosure**" means a temporary enclosure around a Pool or Hot Tub which comprises:
- i. Prefabricated interlocking steel fence sections or metal chain link fencing securely attached to posts no more than 2.4 m apart and supported at the top and bottom to prevent sagging or lifting, in either case at least 1.5 m in height, or
  - ii. A functioning non-penetrable Pool cover complying with ASTM F1346-91 (2018) Standard Performance Specification for Safety Covers and Labelling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs.

### SEVERABILITY

2. If a court of competent jurisdiction declares any provision or part of a provision of this By-law to be invalid, illegal, unenforceable or of no force and effect, it is the intention of Council in enacting this By-law that the remainder of this By-law will continue in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

### INSTALLATION OF POOLS AND HOT TUBS

3. Every person who intends to have a Pool or Hot Tub, and, if applicable, a Fence, installed, whether as an original or a replacement, shall, before such installation, obtain the applicable permit from the City.
4. Every Owner who has a Pool or Hot Tub installed shall ensure that such installation complies with:
  - (a) The applicable permit;
  - (b) This By-law;

## Attachment-1 Outdoor Swimming Pools and Hot Tubs By-law

- (c) All other applicable City By-laws, including, but not limited to, the Zoning By-law, Standing Water By-law, Storm Water Disposal By-law, Sewer Use By-law and Property Standards By-law; and
- (d) All other applicable law.

### POOL DESIGN

- 5. Every Owner shall ensure that, in respect of the Owner's Pool:
  - (a) The Pool design complies with the ANSI/APSP/ICC-7 Standard for Entrapment Avoidance;
  - (b) If the Pool has main drains or wall suction fittings, at least 2 main drains or wall suction fittings are provided, and are located at least 0.914 m apart, each complying with ANSI/APSP-16 Standard for Suction Fittings;
  - (c) Every plumbing connection (including exterior hose bibs) between any potable water supply and the Pool is equipped with a backflow prevention device; and
  - (d) All water from the Pool discharges to a sanitary sewer system in accordance with the City's Sewer Use By-law, and does not discharge:
    - i. Onto any adjacent property,
    - ii. Into any stream, river, pond, ditch or lake, or
    - iii. Directly into a storm sewer system.

### INSPECTIONS

- 6. Every Owner of a Pool or Hot Tub shall arrange the following inspections:
  - (a) A final electrical inspection of all electrical wiring and electrical connections associated with the Pool or Hot Tub, to be carried out by the Electrical Safety Authority; and
  - (b) A final inspection of the Pool and/or Hot Tub and all enclosures, to be carried out by an Inspector.

### FILLING WITH WATER

- 7. Every Owner of a Pool or Hot Tub shall ensure that the Pool or Hot Tub is not filled with water before written approval for filling with water has been received from an Inspector.
- 8. An Inspector may approve a Hot Tub for filling with water before the usual final approval if:
  - (a) The Hot Tub has been fitted with a Compliant Safety Cover;
  - (b) The Owner has arranged the final electrical inspection by the Electrical Safety Authority to take place upon an agreed date; and
  - (c) The Owner agrees that:
    - i. The Hot Tub will not be filled with water until no more than one business day before the planned final electrical inspection by the Electrical Safety Authority,
    - ii. The Compliant Safety Cover will be locked in closed position immediately after the Hot Tub is filled with water, and
    - iii. Except during the final electrical inspection, the Compliant Safety Cover will be kept locked in place until the Hot Tub has been approved by the Electrical Safety Authority and the Inspector.

USE OF POOLS AND HOT TUBS

9. Every Owner of a Pool or Hot Tub or replacement fence shall ensure that the Pool or Hot Tub is not used before written approval for use has been received from an Inspector.
10. An Inspector may approve a Pool or Hot Tub for use before the usual final approval if:
  - (a) Installation or construction of the electrical system for the Pool or Hot Tub has not been completed; and
  - (b) The Owner agrees to:
    - i. Arrange a final inspection of the electrical system by the Electrical Safety Authority, and
    - ii. Ensure that the final inspection report from the Electrical Safety Authority is submitted to the Inspector within 10 business days following the inspection of the electrical system.
11. Every Owner of a Pool or Hot Tub shall ensure that the electrical system serving the Pool or Hot Tub is not actively used before written approval for use has been received from the Electrical Safety Authority and an Inspector.

FENCES

12. Every Owner who has a Fence installed around a Pool or Hot Tub shall ensure that such installation complies with:
  - (a) The applicable permit;
  - (b) This By-law;
  - (c) All other applicable City By-laws, including, but not limited to, the Zoning By-law; and
  - (d) All other applicable law.
13. Every Owner shall ensure that the Owner's Fence:
  - (a) On a property containing a single detached dwelling, a semi-detached dwelling, or an on-street townhouse dwelling, has a height of at least 1.5 m above ground level, and, on any other property, has a height of at least 1.8 m above ground level;
  - (b) If a chain link fence, does not contain any diamond mesh opening greater than 50 mm in any dimension;
  - (c) Has no barbed wire forming any part of it;
  - (d) Does not project electric current through any part of it;
  - (e) If constructed of vertical members, has no more than 100mm of separation between such vertical members;
  - (f) Has a maximum opening of 100mm between the bottom of the Fence and the ground;
  - (g) Has horizontal members located at least 1.2 m apart, or, if located less than 1.2 m apart, has no more than 50mm of separation between the vertical members;
  - (h) Is erected and maintained in a structurally sound condition; and
  - (i) Is constructed and maintained in such a state as to prevent it from being climbed.

ENCLOSURES AROUND POOLS AND HOT TUBS

14. Every Owner of a Pool shall ensure that the Pool is enclosed completely on all sides by a Fence.

## Attachment-1 Outdoor Swimming Pools and Hot Tubs By-law

15. Despite the foregoing requirement, a House Wall may be used in place of part of a Fence if:
  - (a) The House Wall and Fence together enclose the Pool completely on all sides; and
  - (b) The House Wall satisfies all the requirements of this By-law in respect of House Wall openings.
16. Despite the foregoing requirement for a permanent enclosure, an Owner of a Pool may use a Temporary Enclosure in place of a Fence if:
  - (a) The Pool Owner is required to fill a Pool with water before the Fence can be fully installed;
  - (b) The Temporary Enclosure is removed only to allow construction access during normal work hours, and is reinstalled at the end of each work day; and
  - (c) The Temporary Enclosure is only in place for a maximum of four weeks, unless otherwise approved in writing by an Inspector.
17. Every Owner of a Hot Tub shall ensure that the Hot Tub:
  - (a) Is enclosed completely by a Fence and/or House Wall; or
  - (b) Has a Compliant Safety Cover.

### GATES

18. Every Owner shall ensure that the Owner's Fence contains at least one Gate, unless the Owner's property contains an on-street townhouse dwelling where a Gate cannot be installed.
19. Every Owner shall ensure that each Gate:
  - (a) Complies with all the requirements of a Fence set out in this By-law;
  - (b) Is self-closing and self-latching;
  - (c) Automatically returns the Gate to the closed and latched position from a 150mm open position;
  - (d) If the latch release mechanism of the self-latching device is less than 1.4 m from the bottom of the Gate, has a latch release mechanism that is at least 75mm below the top of the Gate, and on the side of the Gate facing the Pool;
  - (e) Has no opening within 0.45 m from the latch release mechanism that is greater than 12mm in width;
  - (f) Is clear of any obstruction or any other means that could hold the Gate open;
  - (g) When lifted up or pulled down, does not:
    - i. Activate the latch release mechanism,
    - ii. Come off its hinges, or
    - iii. Expose a ground clearance greater than 100mm;
  - (h) Is locked at all times except when an Adult is supervising use of the Pool or Hot Tub; and
  - (i) If it comprises a double Gate, has:
    - i. One side of the double Gate which satisfies all the requirements of a Gate under this By-law, and
    - ii. The other side of the double Gate, which is equipped with a securing device affixed to the ground or another immovable object, which prevents access through this side of the Gate without the lifting or removal of this securing device.

HOUSE WALL OPENINGS

20. Every Owner whose Pool or Hot Tub enclosure includes a House Wall shall ensure that every swinging person door in the House Wall which provides direct access through the House Wall to the Pool or Hot Tub is:
  - (a) Equipped with a self-closing and self-latching device that automatically returns the swinging door to the closed and latched position from a 150mm open position;
  - (b) Clear of any obstruction or other means that could hold the swinging door open; and
  - (c) Equipped with a Compliant Audible Alarm.
21. Every Owner whose Pool or Hot Tub enclosure includes a House Wall shall ensure that every sliding door in the House Wall which provides direct access through the House Wall to the Pool or Hot Tub is equipped with a Compliant Audible Alarm.
22. Every Owner whose Pool or Hot Tub enclosure includes a House Wall shall ensure that every openable window, other than a Fire Egress Window, in the House Wall, located less than 1.4 m above the finished floor surface, which provides direct access through the House Wall to the Pool or Hot Tub, has at least one of the following:
  - (a) A secure screen;
  - (b) A device that limits its initial opening width to 100mm, and if such device has a manual over-ride (as opposed to an over-ride that requires a key or other specialized tool to operate it), an over-ride which is located less than 1.4 m above the finished floor surface; or
  - (c) A Compliant Audible Alarm.
23. Every Owner whose Pool or Hot Tub enclosure includes a House Wall shall ensure that every Fire Egress Window in the House Wall which provides direct access through the House Wall to the Pool or Hot Tub is:
  - (a) Equipped with a secure screen or a Compliant Audible Alarm; and
  - (b) Not equipped with a device that limits its initial opening width.
24. The foregoing sections relating to House Wall Openings do not apply if the Pool or Hot Tub is fitted with an automatic safety cover which:
  - (a) Complies with ASTM F1346-91 (2018) Standard Performance Specification for Safety Covers and Labelling Requirements for All Covers for Swimming Pools, Spas and Hot Tubs;
  - (b) Is in place when the Pool or Hot Tub is not in use; and
  - (c) Has its controls located at least 1.524 m above grade or the finished floor surface.
25. Every Owner of a Pool or Hot Tub shall ensure that no pet door provides direct access to the Pool or Hot Tub enclosure.

POOL AND HOT TUB EQUIPMENT

26. Every Owner of a Pool shall ensure that the following safety equipment is mounted in a clearly visible location within 3 m of the Pool:
  - (a) A rescue pole at least 4.9 m in length, equipped with a shepherd's crook; or
  - (b) A Canadian Coast Guard approved life ring buoy at least 0.6 m in diameter, attached to a buoyant line at least 15 m long.

## Attachment-1 Outdoor Swimming Pools and Hot Tubs By-law

27. Every Owner shall ensure that no Pool or Hot Tub equipment or any other item is attached to, or placed within 0.6 m of the exterior of a Fence, if it might:
  - (a) Facilitate climbing over the Fence or into the Pool or Hot Tub; or
  - (b) Diminish the structural integrity of the Fence, Pool or Hot Tub.
28. Every Owner shall ensure that every Pool or Hot Tub chemical is stored in a safe, vented and locked container, or in a building out of the reach of children.
29. Every Owner shall ensure that:
  - (a) A Pool safety rules sign approved by the Pool and Hot Tub Council of Canada is permanently affixed in a visible location near the Owner's Pool; and
  - (b) A Hot Tub safety rules sign approved by the Pool and Hot Tub Council of Canada is permanently affixed in a visible location near the Owner's Hot Tub.

### POOL AND HOT TUB OPERATION

30. Every Owner shall ensure that all Fences, Gates, House Walls, Pool and Hot Tub equipment, covers and all associated access devices, controls, safety equipment and signage, and all other items required under this By-law are:
  - (a) Maintained in such condition that they are structurally sound;
  - (b) Operational and able to perform their intended functions; and
  - (c) Inspected annually by the Owner.
31. Every Owner shall ensure that the Owner's Pool or Hot Tub remains in compliance with:
  - (a) This By-law;
  - (b) All other applicable City By-laws, including, but not limited to, the Zoning By-law, Standing Water By-law, Storm Water Disposal By-law, Sewer Use By-law and Property Standards By-law; and
  - (c) All other applicable law.

### IN-GROUND POOL REMOVAL

32. Every Owner who intends to have an in-ground Pool permanently removed shall:
  - (a) Before such removal, obtain the applicable permit from the City for such removal; and
  - (b) During the removal, comply with all requirements of the permit.

### ADMINISTRATION AND ENFORCEMENT

33. The Chief Building Official may take any actions, make any decisions and delegate any authority, necessary to carry out this By-law. Without limiting the generality of the foregoing, the Chief Building Official may, in respect of this By-law:
  - (a) Determine what information and material will be required in an application for a permit;
  - (b) Determine what information and material will be provided in a permit;
  - (c) Determine any fees to be associated with applications for permits, issuances of approvals, and any other matters involving City activity under this By-law; and
  - (d) Authorize individuals to act as Inspectors under this By-law.

Attachment-1 Outdoor Swimming Pools and Hot Tubs By-law

34. The City's Power of Entry By-law applies to enforcement of this By-law by every Inspector.
35. Every person who contravenes any provision of this By-law is guilty of an offence, and, on conviction, is liable to a fine as provided in section 429 of the *Municipal Act*. Such offence shall be designated as a continuing offence for each day or part of a day that the contravention remains uncorrected, pursuant to subsection 429 (2) (a) of the *Municipal Act*.

GENERAL

36. By-law Number (1994)-14660 is hereby repealed.
37. This By-law shall come into force and take effect upon passage.
38. Despite the repeal of By-law Number (1994)-14660, its provisions shall continue to apply to any Pool, Hot Tub, Fence, Enclosure, Gate, House Wall, or Equipment which was the subject of a permit for which a complete application was received by the City prior to this By-law coming into force and taking effect.

**PASSED this TWENTYSEVENTH day of MAY, 2019.**

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**CAM GUTHRIE – MAYOR**

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**STEPHEN O'BRIEN – CITY CLERK**

# Staff Report



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To **City Council**  
Service Area Infrastructure, Development and Enterprise Services  
Date Monday, May 27, 2019  
Subject **Funding Requests from the Affordable Housing Reserve to Support Applications to the National Housing Co-Investment Fund**  
Report Number IDE-2019-60

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## Recommendation

1. That a financial incentive in the amount of \$924,000 be provided to Rockwater on Janefield Inc. for an affordable housing project as generally described in IDE Report 2019-60 subject to CMHC approval of their application to the National Housing Co-Investment Fund and entering into an agreement with the City;
  2. That staff be directed to prepare a Municipal Capital Facilities By-law to authorize the financial incentives for Rockwater on Janefield Inc.;
  3. That staff be directed to enter into an agreement with Rockwater on Janefield Inc., to implement the municipal incentives, to the satisfaction of the DCAO of Public Services, the City Solicitor and the Chief Financial Officer;
  4. That the Mayor be authorized to provide a letter of support for the Rockwater on Janefield Inc. proposal to satisfy the National Housing Co-Investment Fund application requirements;
  5. That a financial incentive in the amount of \$364,000 be provided to St. Joseph's Housing Corporation for an affordable housing project as generally described in IDE Report 2019-60 subject to CMHC approval of their application to the National Housing Co-Investment Fund and entering into an agreement with the City.
  6. That staff be directed to enter into an agreement with St. Joseph's Housing Corporation, to implement the municipal incentives, to the satisfaction of the DCAO of Public Services, the City Solicitor and the Chief Financial Officer;
  7. That the Mayor be authorized to provide a letter of support for the St. Joseph's Housing Corporation proposal to satisfy the National Housing Co-Investment Fund application requirements;
  8. That the Mayor and Clerk be authorized to execute the Municipal Incentives Agreements.
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# **Executive Summary**

## **Purpose of Report**

To provide City Council with information about applications for funding for affordable housing projects and to seek Council approval of staff's recommendations to award financial incentives to Rockwater on Janefield Inc. and St. Joseph's Housing Corporation in support of their applications to the National Housing Co-Investment Fund.

## **Key Findings**

City Council has an Affordable Housing Reserve with a balance of \$1,287,467 and an approved framework for the Affordable Housing Financial Incentives Program (AHFIP).

The Federal Government established the National Housing Co-Investment Fund. The fund includes the Housing Construction Stream for new construction and provides \$5.19 billion in loans and \$2.26 billion in capital contributions. Projects must have support from another level of government.

Rockwater on Janefield Inc. and St. Joseph's Housing Corporation have applied to CMHC for funding through the National Housing Co-Investment Fund.

The two applications meet the City's objectives for affordable housing, satisfy the framework for the AHFIP, and provide needed affordable housing units for small households.

## **Financial Implications**

The Affordable Housing Reserve has a balance of \$1,287,467 as of May 2019. The recommended incentive would allocate the total balance. The City's base budget includes \$330,000 for the Affordable Housing Reserve that would be available in 2020.

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## **Report**

The City has received two requests for funding in support of applications to the National Housing Co-Investment Fund.

The requests are from Rockwater on Janefield Inc. for a rental apartment development at 233 Janefield Avenue and from St. Joseph's Housing Corporation for a townhouse and apartment development at 120 Westmount Road.

Rockwater on Janefield Inc. has applied to the National Housing Co-Investment Fund. The following is a summary of their proposal:

- 165 rental apartment units composed of 33 one-bedroom units, 110 two-bedroom units and 22 three-bedroom units;
- Objective that 100% of the units will be affordable;
- Affordability defined as rents below 80% of median market rent; and
- Period of affordability is +20 years;

This development is currently in the site plan approval process.

The other request is from St. Joseph's Housing Corporation for their Silver Maple Seniors Community Project. St. Joseph's Housing Corporation has applied to the

National Housing Co-Investment Fund. The following is a summary of their proposal:

- 115 rental units for seniors composed of 28 townhouse units and 87 apartment units;
- Objective that 56% of the units will be affordable (65 units);
- Of the 65 affordable units, 85% are 1-bedroom (55 units) and 15% are 2-bedroom (10 units);
- Affordability defined as rents that are 79% of median market rent; and
- Period of affordability is 50 years.

The development is currently in the site plan approval process.

St. Joseph's Housing Corporation has received approval from CMHC for SEED Funding under the National Housing Strategy. They have also received confirmation of support for rent supplements from the County of Wellington.

If the two developments proceed as proposed, they would provide affordable units equivalent to achieving the City's target for affordable primary rental housing for 19 years (i.e., 1% of new units to be affordable primary rental, which is equivalent to 12 units per year). Of note, there have been no new affordable primary rental units constructed in Guelph in the past 8 to 10 years.

### **National Housing Co-Investment Fund**

The following information is from the [CMHC National Housing Strategy website](#).

The National Housing Co-Investment Fund provides low-cost loans and/or financial contributions to support and develop mixed-income, mixed-tenure, mixed-use affordable housing. This housing must be energy efficient, accessible and socially inclusive. The National Housing Co-investment Fund prioritizes projects that support partnerships between governments, non-profits, private sector, and others to make federal investment go further. It covers a broad range of housing needs, from shelters to affordable homeownership.

Applications are accepted and reviewed on a continual basis. CMHC prioritizes completed applications monthly. Projects must have support from another level of government (such as municipalities, Provinces and/or Territories, Indigenous Government) to ensure a coordination of investments. Support can be financial in nature (monetary or in-kind) or in the form of a letter demonstrating support of the project. For financial support (capital or operating), funding would need to be confirmed at the assessment stage prior to receiving a final approval from CMHC.

The minimum affordability criteria under the National Housing Strategy Co-Investment Fund is that at least 30% of the units must be less than 80% of the Median Market Rent and maintained for a minimum of 20 years.

### **City of Guelph Affordable Housing Financial Incentives Program**

City Council approved the Affordable Housing Financial Incentives Program (AHFIP) framework in 2017. Using the framework as the basis for considering these requests, staff recommend awarding financial incentives to both applications.

Projects are eligible for incentives if the land is appropriately zoned, are apartment or townhouse forms, and rental units are to remain affordable for a minimum twenty year time frame. The AHFIP prioritizes primary rental units, projects that

contain small units (i.e., bachelor and 1-bedroom units), and projects where a municipal contribution is required to access funding from another level of government.

The AHFIP provides for a maximum incentive of \$70,000 per unit applied on a project basis in consideration of other funding sources (e.g. other government funding). The program is intended to provide incentives for a minimum of six units annually with an ongoing budget contribution of \$330,000 to the Affordable Housing Reserve (the Reserve) to fund the program.

### **Options for Support of Applications**

Staff reviewed the requests and considered options for providing financial incentives for these applications.

Through Option A, staff considered disbursing the full amount currently available in the Reserve on a proportional basis to both applications. In this option, funding would be provided on a per unit basis up to the total money available in the Reserve. Taken together, the two applications would provide 230 affordable primary rental units. This results in a per unit incentive of approximately \$5,600. Rockwater on Janefield Inc.'s application contains 165 units, resulting in a total incentive of \$924,000. St. Joseph's Housing Corporation's application contains 65 units, resulting in a total incentive of \$364,000.

This option commits all of the currently available funding in the Reserve until 2020 when \$330,000 would be added to the Reserve through the budget process.

Through Option B, staff considered providing a higher level of support to the two applications equivalent to the full amount of City development charges. Taken together, the two applications would have a total City development charge of approximately \$3,991,200. The Rockwater on Janefield Inc. application (based on the mix of affordable units proposed) would have City development charges of approximately \$3,030,600. The St. Joseph's Housing Corporation application (based on the mix of affordable units proposed) would have City development charges of approximately \$960,600.

City development charges for 1 bedroom apartment units is \$13,924.

City development charges for 2+ bedroom apartment units is \$19,478.

If Council were to proceed with Option B, staff recommend that the funding to support the additional incentive of \$2,703,733 (beyond the amount as described in Option A) would come from:

- i. Affordable Housing Reserve: the Reserve would be overdrawn and repaid over the next 9 years with the current base budget repayment amount of \$330,000. The City will have exceeded the units it planned to incent through the AHFIP and there would be no further program available until the Reserve was repaid in full. Council could also increase the base budget amount or use operating surplus to repay this Reserve sooner in order to restart the program. This is staff's preferred funding approach.
- ii. Tax Rate Operating Contingency Reserve: the City could fund the difference one-time through the use of the Tax Rate Operating

Contingency Reserve with no plan to repay. In this scenario, the base operating funding for the AHFIP would remain in place at \$330,000 per year so that a program could continue however; the City's operating contingency funding would drop to a cautionary level again.

### **Recommended Option**

Staff recommend Option A; disbursing incentives to both applications on a per unit basis to the maximum amount currently available in the Affordable Housing Reserve.

Staff recommend providing the following incentives:

1. Rockwater on Janefield Inc.: \$924,000
2. St. Joseph's Housing Corporation: \$364,000

The recommendation to provide incentives is conditional upon confirmation of approvals from the National Housing Co-investment Fund and details of the approved application (i.e., proposal details for number of units and period of affordability) and will be payable upon entering into a Municipal Incentives Agreement with the City.

### **Financial Implications**

The Affordable Housing Reserve has a balance of \$1,287,467 as of May 2019. The recommended incentive would allocate the total balance. The City's base budget includes \$330,000 for the Affordable Housing Reserve that would be available in 2020.

### **Consultations**

The decision of City Council will be provided to Rockwater on Janefield Inc. and St. Joseph's Housing Corporation.

### **Corporate Administrative Plan**

#### **Overarching Goals**

Service Excellence

Financial Stability

#### **Service Area Operational Work Plans**

Our People - Building a great community together

Our Resources - A solid foundation for a growing city

**Departmental Approval**

Tara Baker, CPA, CA  
General Manager, Finance /City Treasurer

**Report Author**

Melissa Aldunate, MCIP, RPP  
Manager, Policy Planning and Urban Design



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**Approved By**

Todd Salter, MCIP, RPP  
General Manager  
Planning and Building Services  
Infrastructure, Development and  
Enterprise Services  
519-822-1260 extension 2395  
todd.salter@guelph.ca



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**Approved By**

Danna Evans  
General Manager  
Culture, Tourism and Community  
Investment  
Public Services  
519-822-1260 extension 2621  
danna.evans@guelph.ca



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**Recommended By**

Scott Stewart, C.E.T  
Deputy Chief Administrative Officer  
Infrastructure, Development and  
Enterprise Services  
519-822-1260 extension 3445  
scott.stewart@guelph.ca



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**Recommended By**

Colleen Clack  
Deputy Chief Administrative Officer  
Public Services  
519-822-1260 extension 2588  
colleen.clack@guelph.ca