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AGENDA

GUELPH CITY COUNCIL

September 18th, 2006 - 6:30 p.m.

Please turn off or place on non-audible all cell phones, PDAs, Blackberrys and pagers during the meeting.

- O Canada
- Silent Prayer
- Disclosure of Pecuniary Interest
- Confirmation of Minutes August 28th and September 5th, 2006 (Councillor Baily)
 "THAT the minutes of the Council meeting held August 28 and September 5, 2006 and the minutes of the Council meeting held in Committee of the Whole on September 5, 2006 be confirmed as recorded and without being read."

PRESENTATIONS

- a) Ross Irwin with respect to the 150th Anniversary of the Market Building.
- b) City of Guelph Medals to the Guelph Minor PeeWee AA in recognition of winning the Ontario Minor Hockey Association Provincial Championship:- Nicholas Keleher, Matthew Schlozhauer, Tyler Gould, Gregory Munro, Ryan Tedesco, Brandon Paterson, Alex Bigelli, Daniel Iacocca, Marcus Soligo, Marcus Pozzobon, Scott Coombs, Coby Serytuk, Craig Martini, Alex Daniel, Joe Santi, Matthew Nightengale, Dakota Rocco, Peter Munor – Coach, John Lankin – Assistant Coach, Mario Martini – Assistant Coach, Darryl Paterson – Trainer and Pat Coombs – Manager..

REGULAR MEETING

DELEGATIONS

Resolution (Councillor Billings)

"THAT persons desiring to address Council be permitted to do so at this time." Delegations are limited to a maximum of five (5) minutes.

a) Randy Norris on behalf of the Guelph Soccer Club with respect to the proposal to develop an indoor sports facility at Centennial Park (Clause 7 of the Finance,

Administration & Community Services Committee Report)

b) Craig Andreas on behalf of Guelph Soccer with respect to the request by GCVI to use the Centennial Enclosure for football games (Clause 2 of the Finance, Administration & Community Services Committee Report)

COMMITTEE OF THE WHOLE

Resolution - Councillor Birtwistle

"THAT Council now go into Committee of the Whole to consider reports and correspondence."

REPORTS FROM COMMITTEES OF COUNCIL AND OTHER COMMITTEES

- a) Finance, Administration & Community Services Committee 8th Report *"THAT the EIGHTH REPORT of the Finance, Administration & Community Services Committee be received and adopted."*
- b) Planning, Environment & Transportation Committee 9th Report *"THAT the NINTH REPORT of the Planning, Environment & Transportation Committee be received and adopted."*

CONSENT AGENDA

- A) Reports from Administrative Staff
- **B**) Items for Direction of Council
- C) Items for Information of Council

Resolution to adopt the Consent Agenda.

Resolution:- Committee rise with leave to sit again (Councillor Burcher) *"THAT the Committee rise with leave to sit again."*

Resolution:- proceedings in Committee of the Whole (Councillor Downer) "THAT the action taken in Committee of the Whole in considering reports and correspondence, be confirmed by this Council."

SPECIAL RESOLUTIONS

Councillor Laidlaw's motion for which notice was given August 21, 2006:

Whereas in the interest of public accountability and transparency, there is a need to separate official municipal government activity from municipal election campaign activities; and

Whereas incumbent municipal candidates should not have any material advantage over other municipal candidates by virtue of their official position in the city and access to municipal staff and resources;

Be It Resolved That:

- 1. No sitting member of council may approach a member of staff for the purposes of soliciting the provision of corporate resources or services in support of a municipal election campaign.
- 2. No member of City staff shall use corporate resources or services in support of a municipal election campaign. Examples of staff prohibited resources or services include, but are not limited to:
 - Selling or distributing tickets for a fundraising event to benefit any municipal election candidate or municipal campaign committee on City time.
 - Soliciting contributions to support any municipal election candidate or municipal election campaign committee or ballot question on City time.
 - > Using staff time to engage in municipal election campaign activity.
 - Using corporate property, such as fax machines, copy machines or vehicles for municipal election campaign purposes.
- 3. No sitting member of Council may use corporate resources for the purposes of a municipal election campaign. Examples of prohibited uses include, but are not limited to:
 - ▶ Using corporate fax machines to deliver municipal election campaign literature
 - Using corporate stationery or printers to print municipal election campaign literature

BY-LAWS

Resolution:- First and Second Reading of By-laws. (Councillor Ferraro)

Verbal Resolution:- Council go into Committee of the Whole to consider the by-laws.

NOTE: When all by-laws have been considered, a member of Council should move "THAT the Committee rise and report the by-laws passed in Committee without amendment (or as amended).

Resolution:- Third Reading of By-laws. (Councillor Furfaro)

QUESTIONS

MAYOR'S ANNOUNCEMENTS

Please provide any announcements, to the Mayor in writing, by 12:00 noon on the day of the Council meeting.

NOTICE OF MOTION

ADJOURNMENT

Council Chambers August 28th, 2006

Council reconvened in formal session at 6:30 p.m.

| Present: | Mayor Quarrie, Councillors Baily, Billings, Downer, Furfaro, Hamtak, Moziar and Schnurr. |
|----------------|---|
| Absent: | Councillors Birtwistle, Burcher, Ferraro, Kovach, and Laidlaw. |
| Staff Present: | Mr. L. Kotseff, Chief Administrative Officer; Mr. J Riddell, Director of Planning & Development Services; Mr. S. Hannah, Manager of Development Planning; Ms. M. Castellan, Senior Development Planner; Ms. S. Smith, Associate Solicitor; Mr. D. Kudo, Infrastructure Planning Manager; Mrs. L.A. Giles, City Clerk/Manager of Council Administrative Services; and Ms. N. Marino, Assistant Council Committee Co-ordinator. |

DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT

Councillor Baily declared a possible pecuniary interest with regards to the proposed Official Plan and Zoning By-law Amendment for 1077 Gordon Street because the applicant is her real estate broker and holds her real estate licence, and did not speak or vote on the matter.

PLANNING PUBLIC MEETING

Mayor Quarrie announced that in accordance with The Planning Act, Council was 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 planning matters listed on the agenda.

REGULAR MEETING

1077 GORDON STREET – Proposed Official Plan and Zoning By-law Amendment (ZC0505/OP0513)

A staff presentation was made by Scott Hannah, Manager of Development Planning. He provided information with regards to the subject property and the office complex development proposed for the site. He advised that application meets the criteria of the Official Plan and that the design of the office complex is in keeping with urban design guidelines. He further advised that staff are in full support of this application and recommend it for approval.

DELEGATIONS

Astrid Clos was present on behalf of the applicant to answer questions.

Robb Atkinson was also present to answer questions.

1. Moved by Councillor Moziar Seconded by Councillor Billings

THAT Report 06-70 regarding Official Plan and Zoning By-law Amendments for property municipally known as 1077 Gordon Street from Planning and Development Services dated August 28, 2006 be received;

AND THAT the application (OP0505/ZC0513) by Astrid J. Clos Planning Consultants for approval of an Official Plan Amendment to amend the front easterly portion of the property at 1077 Gordon Street, legally described as Con 7, Part Lot 4, Plan 61R9349, Part 7, City of Guelph, from the current "Medium Density Residential" Official Plan designation to the Mixed Office-Residential designation with addition of a site specific policy amendment to the Mixed Office-Residential designation be approved in the form outlined in Schedule 1 of Planning Report #06-70 dated August 28, 2006;

AND THAT the application (OP0505/ZC0513) by Astrid J. Clos Planning Consultants for approval of a Zoning By-law Amendment from the UR (Urban Reserve) Zone and WL (Wetland) Zone to a new specialized OR (Office-Residential) Zone and to the R.3A (Residential Cluster Townhouse) Zone affecting the property municipally known as 1077 Gordon Street and legally described as Con 7, Part Lot 4, Plan 61R9349, Part 7, City of Guelph, be approved in accordance with the permitted uses and conditions provided in Schedule 2 of Planning Report #06-70 dated August 28, 2006.

A recorded vote was requested, which resulted as follows:

VOTING IN FAVOUR: Councillors Billings, Furfaro, Hamtak, Moziar, Schnurr and Mayor Quarrie (6)

VOTING AGAINST: Councillor Downer (1)

The motion was carried.

66, 70 AND 72 YORK ROAD, 1 RICHARDSON STREET: Proposed Official Plan and Zoning By-law Amendment (OP0601/ ZC0518)

A staff presentation was made by Melissa Castellan, Senior Development Planner. She provided information with respect to the subject property and addressed the key concerns of

Ms. A. Clos Mr. J. Riddell neighbourhood residents including intensification and density, the loss of mature trees and green space, and water table alterations and floodplain concerns.

She advised that the proposed development meets Places to Grow criteria and that included in the conditions of the development is a landscape plan to include perimeter plantings. There will also be a storm water management plan with 2 years of monitoring after completion of construction.

She advised that the property is suitable for medium density development and that staff are in support of this application and recommend approval.

DELEGATIONS

Brian Lauder was present to express his concern with respect to the proposed development on the property and indicated that he believes that it does not follow within the criteria of the Provincial Policy Statement. He emphasized his concerns with development within a floodplain and that alternative sites were not explored and he requested that Council give consideration to these concerns.

Marie Denham expressed concern that the proposed development will negatively affect an environmentally sensitive area located within a floodplain. She also expressed concerns that flooding may occur on adjacent properties as a result of storm water runoff and that the removal of mature trees will reduce the wildlife in the area. She requested that Council consider the implications of the development to the surrounding neighbourhood.

Lisa Schincariol was present to express concern with the method in which the tree study was performed on the site. She believes the study should have been done by a certified arborist. She suggested that testing of the soil should also have been done and she stated that she is concerned about the monitoring program and how well it will work once the condominium corporation is responsible for the townhouses.

Magee McGuire expressed concerns with the water drainage on the site. She suggested that the hydraulic monitoring of the site should be longer than 2 years to be effective and that an overflow route to the river should be required. She further suggested that by removing mature trees, stabilization of the soil will decrease and that absorption levels will also decrease as a result of raising the height of the ground level. She suggested to Council that a deferral may be necessary in order to learn more about mitigation of the water drainage issues.

Nancy Shoemaker was present on behalf of the applicant to provide further information with respect to the application and stated that she believes the application complies with the Official Plan, Places to Grow criteria and the St. Patrick Ward Study. She also stated that the Grand River Conservation Authority have not identified any concerns with this project.

Chris Simms was present on behalf of Gamsby & Mannerow and provided information with respect to drainage and storm water management on the site.

Andrew Lambden, President of Terra View Homes provided information with respect to the proposed townhouse development on the site and indicated that the townhouses are a high quality design. He stated that the design was adapted to minimize height and there are extensive landscaping plans for the site. He stated that he is committed to working with the neighbourhood residents with respect to tree selection and overall input.

J.J. McMurtry expressed concern that the design of the proposed development does not consider the protection of community character and the integration into the existing neighbourhood. He also stated that he does not believe there was meaningful citizen involvement in the process. He expressed concerns with the effect the development will have on the natural environment, causing a decrease in wildlife and he requested that Council delay or deny the application.

Tim Allman expressed concern with density and urban design issues and indicated that he believes that the proposed development will be an intrusion on the existing neighbourhood and has potential to become student housing, generating a noise problem in the future. He believes the concerns of the neighbourhood residents have been dismissed and requested that Council refuse or defer this application.

Jim White expressed concerns with respect to the proposed development and the effect it will have on storm water overflow in the surrounding area.

Shoshana Berman commented on the assumption of an obligation for the property at 1 Richardson Street to provide drainage to other properties in the area. She agreed that any new development on the site would have an obligation to manage its storm water in such a way that it did not impact other properties.

Ben Bennett expressed concern with issues of drainage and pooling within the area and wanted to confirm that both legal and engineering staffs were in support of the application.

 Moved by Councillor Schnurr Seconded by Councillor Furfaro
 THAT Report 06-74 regarding Official Plan and Zoning By-law Amendments for property known as 66, 70, and 72 York Road and 1 Richardson Street from Planning and Development Services dated August 28, 2006 be received;

AND THAT the application by Black, Shoemaker, Robinson and Donaldson on behalf of Terra View Homes for a site specific policy amendment to the "Medium Density Designation" of the Official Plan affecting properties municipally known as 66, 70 and 72 York Road and 1 Richardson and legally described as Lot 159 and Part of Lots 157, 160, Registered Plan 113, and Part Lot 10, Registered Plan 306, City of Guelph, be approved, in the form outlined in Schedule 3 of the Planning Report 06-74 dated August 28, 2006;

AND THAT the application by Black, Shoemaker, Robinson and Donaldson on behalf of Terra View Homes for a Zoning By-law Amendment from the R.3A-2 (Residential Cluster Townhouse) Zone to a new Specialized R.3A (Residential Cluster Townhouse) Zone and to the R.1B (Residential Single Detached) Zone, the R.1D (Residential Single Detached) Zone and the R.2 (Residential Semi-detached) Zone affecting properties known as 66, 70 and 72 York Road and 1 Richardson Street and legally described as Lot 159 and Part of Lots 157, 160, Registered Plan 113, and Part of Lot 10, Registered Plan 306, City of Guelph, be approved, in accordance with the regulations and conditions set out in Schedule 4 of the Planning Report 06-74 dated August 28, 2006;

AND THAT the request by Terra View Homes to demolish the detached dwelling located on the property known as 72 York Road be approved;

AND THAT the number of years of the hydraulic performance monitoring program in Condition 28 of Schedule 4 be changed from 2 years to 4 years.

3. Moved by Councillor Downer Seconded by Councillor Moziar

THAT the application by Black, Shoemaker, Robinson and Donaldson on behalf of Terra View Homes for a proposed Official Plan and Zoning By-law Amendment for 66, 70 and 72 York Road and 1 Richardson Street be referred back to staff to engage a mediator and report back at the October 10th, 2006 Guelph City Council meeting.

The motion to defer took precedence. A recorded vote was requested, which resulted as follows:

VOTING IN FAVOUR: Councillors Baily, Billings, Downer, Furfaro, Hamtak, Moziar and Mayor Quarrie (7)

VOTING AGAINST: Councillor Schnurr (1)

The motion was carried.

Ms. N. Shoemaker Mr. J. Riddell

MAYOR'S ANNOUNCEMENTS

The Mayor announced that a special meeting of the Planning, Environment & Transportation Committee with respect to a status report regarding the organics facility will be held on Thursday, August 31st, 2006 at 1:00 p.m. in Council Chambers.

ADJOURNMENT

The meeting adjourned at 9:55 o'clock p.m.

Minutes read and confirmed September 21, 2006.

Mayor

.....

Clerk

Proposed Official Plan Amendment

Amend Schedule 1, Land Use Plan of the Official Plan by changing the land use designation on the front easterly 0.43 hectare portion of the property municipally known as 1077 Gordon Street, legally described as Con 7, Part Lot 4, Plan 61R9349, Part 7, City of Guelph, from the current "Medium Density Residential" to "Mixed Office–Residential".

Amend the Official Plan text by the addition of a new site specific sub-policy. Amend Official Plan Policy 7.6.9, Mixed Office-Residential Land Use Designation, by adding the following clause:

7.6.9 Notwithstanding Policy 7.6.1, office or professional uses to a maximum size of 1900 square metres gross floor area shall be permitted on property known municipally as 1077 Gordon Street.

REGULATIONS AND CONDITIONS

The property affected by this zoning amendment is municipally known as 1077 Gordon Street. The following zoning is proposed:

Specialized Office-Residential (OR-?) Zone

(easterly 4344 m² portion of property)

Permitted Uses

- Accessory Apartment in accordance with Section 4.15.1
- Artisan Studio
- Bed and Breakfast establishment in accordance with Section 4.27
- Day Care Centre in accordance with Section 4.26
- Accessory Uses in accordance with Section 4.23
- Dwelling Units with permitted commercial Uses in the same Building in accordance with Section 4.15.2
- Duplex Dwelling
- Group Home in accordance with Section 4.25
- Home for the Aged or rest home developed in accordance with R.4D Zone Regulations
- Home Occupations in accordance with Section 4.19
- Occasional Uses in accordance with Section 4.21
- Lodging House in accordance with Section 4.25
- Medical Office
- Office
- Personal Service Establishment
- School
- Semi-Detached Dwelling
- Single Detached Dwelling
- Tourist Home

Regulations

In accordance with Section 6.5.2 of Zoning By-law (1995) - 14864, as amended, with the following exception:

Maximum Floor Area for Office Use 1900 m²

Cluster Townhouse (R.3A) Zone (westerly 7976 m² portion of property)

Permitted Uses

In accordance with Section 5.3.1.1 of Zoning By-law (1995) – 14864, as amended.

Regulations

In accordance with Section 5.3.2 of Zoning By-law (1995) – 14864, as amended.

Conditions of Site Plan Approval

- 1. That prior to any grading or servicing of the lands, the Owner shall enter into a Site Plan Control Agreement registered on title and satisfactory to the City Solicitor. Such agreement shall include, but not be limited to, provisions regarding parking, grading, servicing, access, implementation of stormwater management and payment of frontage charges for existing services. The following conditions must be addressed or included in the Site Plan Agreement:
 - a. The Owner shall submit to the City, in accordance with Section 41 of The Planning Act, a fully detailed site plan, indicating the location of buildings, landscaping, parking, circulation, access, lighting, grading and drainage and servicing on the said lands to the satisfaction of the Director of Planning and Development Services, prior to the issuance of a building permit, and furthermore the Owner agrees to develop the said lands in accordance with the approved plan.
 - b. The owner shall pay to the City the owner's share of the actual cost, as determined by the City Engineer, of constructing the existing stormwater management facility to the rear of the lands which is known as Harts Stormwater Management Pond.
 - c. The owner shall pay to the City the owner's share of the actual cost of constructing the existing municipal services on Gordon Street across the frontage of the lands including roadworks, sanitary sewer, storm sewer, watermain, curb and gutter, catchbasins, sidewalks and street lighting as determined by the City Engineer.
 - d. The owner shall pay to the City the owner's share of the actual cost of constructing the existing Gordon Street sewage pumping station and forcemain as determined by the City Engineer.
 - e. That the owner pays to the City, as determined applicable by the City's Director of Finance, development charges and education development charges, in accordance with City of Guelph Development Charges By-law (2004)-17361, as amended from time to time, or any successor thereof, and in accordance with the Education Development Charges By-laws of the Upper Grand District School Board (Wellington County) and the

Wellington Catholic District School Board, as amended from time to time, or any successor by-laws thereof, prior to issuance of a building permit, at the rate in effect at the time of issuance of the building permit.

- f. The Owner shall pay to the City cash-in-lieu of parkland dedication in accordance with By-law (1989)-13410, as amended from time to time, or any successor thereof, prior to the issuance of a building permit, at the rate in effect at the time of the issuance of a building permit.
- g. The owner shall have a Professional Engineer design a grading plan and storm water management system for the site, satisfactory to the City Engineer.
- h. That the owner grades, develops and maintains the site including the storm water management facilities designed by a Professional Engineer, in accordance with a Site Plan that has been submitted to and approved by the City Engineer. Furthermore, the owner shall have the Professional Engineer who designed the storm water management system certify to the City that he/she supervised the construction of the storm water management system and that the storm water management system was built as it was approved by the City and that it is functioning properly.
- i. The owner shall pay the actual cost of constructing and installing any service laterals required and furthermore, prior to issuance of a building permit, the owner shall pay to the City the estimate cost of the service laterals, as determined by the City Engineer.
- j. That the property be developed with one full driveway access to Gordon Street in a location that provides separation distance from the nearest other driveway that is satisfactory to the City Engineer. Should the owner propose an additional access to Gordon Street, a right in/right out or temporary emergency access may be considered.

Proposed Official Plan Amendment

Amend the Official Plan text by the addition of a new site specific sub-policy. Amend Official Plan Policy 7.2.36, Medium Density Residential Land Use Designation, by adding the following clause:

7.2.36 a) Within the Medium Density Residential designation at the northeast side of the intersection of York Road and Wyndham Street South, detached and semidetached housing forms are permitted with frontage onto York Road, Wyndham Street South and Richardson Street South provided that the overall density of development within the Medium Density Residential designation in this location complies with Section 7.2.28.

Proposed Zoning By-law Amendment Regulations and Conditions

The property affected by this Zoning By-law Amendment is municipally known as 66, 70 and 72 York Road and 1 Richardson Street and legally described as Lot 159 and Part of Lots 157, 160, Registered Plan 113, and Part of Lot 10, Registered Plan 306, City of Guelph.

The following zoning is proposed:

Specialized R.3A (Residential Cluster Townhouse) Zone R.1B (Residential Single Detached) Zone R.1D (Residential Single Detached) Zone R.2 (Residential Semi-detached) Zone

Regulations

For the Specialized R.3A Zone

Permitted Uses

In accordance with the provisions of Section 5.3.1.1 of Zoning By-law (1995) - 14864, as amended.

Regulations

In accordance with Section 5.3.2 of Zoning By-law (1995) - 14864, as amended, with the following exceptions:

Despite the definition of Townhouse in Section 3 (58) (i), this development may contain a *Building* that is divided vertically into a minimum of 2 separate *Dwelling Units*.

Minimum Front Yard

12 metres.

Minimum Side Yard

The Minimum *Side Yard* shall be 3 metres for the west *Side Yard*, 8 metres for the east *Side Yard* and 6 metres for the south *Side Yard*.

Despite Section 5.3.2.2.2, windows to *Habitable Rooms* shall be permitted to face onto the west and south side yards.

Minimum Rear Yard

4.5 metres

Despite Section 5.3.2.2.2, windows to *Habitable Rooms* shall be permitted to face onto the rear yard.

Minimum Lot Area per Dwelling Unit

The Minimum *Lot Area* per *Dwelling Unit* shall be 250 square metres.

Minimum Distance between Buildings

Despite Section 5.3.2.3.1, the minimum distance between one *Building* and the face of another *Building*, each of which contain windows to Habitable Rooms, shall be 3 metres.

Access to Private Amenity Area

Despite Section 5.3.2.5.1, access to the *Private Amenity Area* may be provided by exterior stairs.

Maximum Density of Site

Despite Section 5.3.2.6.1, the maximum density of the *Cluster Townhouse* development shall be 40 dwellings per hectare.

Off-Street Parking

Despite Section 4.13.2.2, *Parking Spaces* located in the *Side* or *Rear Yard* may be located within 1.5 metres of the *Lot Line*.

For the R.1B Zone

Permitted Uses

In accordance with the provisions of Section 5.1.1 of Zoning By-law (1995) – 14864, as amended.

Regulations

In accordance with Section 5.1.2 of Zoning By-law (1995) – 14864, as amended.

For the R.1D Zone

Permitted Uses

In accordance with the provisions of Section 5.1.1 of Zoning By-law (1995) - 14864, as amended.

Regulations

In accordance with Section 5.1.2 of Zoning By-law (1995) – 14864, as amended.

For the R.2 Zone

Permitted Uses

In accordance with the provisions of Section 5.2.1 of Zoning By-law (1995) - 14864, as amended.

Regulations

In accordance with Section 5.2.2 of Zoning By-law (1995) – 14864, as amended.

Conditions

The following conditions will be imposed through Site Plan Approval or as conditions of consent:

- 1. The Owner shall submit to the City, in accordance with Section 41 of The Planning Act, a fully detailed site plan, indicating the location of buildings, landscaping, parking, circulation, access, lighting, grading and drainage and servicing on the said lands to the satisfaction of the Director of Planning and Development Services and the City Engineer, prior to the issuance of a building permit, and furthermore the Owner agrees to develop the said lands in accordance with the approved plan.
 - a. Further, the Owner commits and agrees that the details of the layout, elevations and design for development of the subject lands shall be generally in accordance with and conform to the Owner's concept plans attached to the August 28, 2006 Planning Staff Report (Site Plan, prepared by BSRD Project 04-5891-5, Landscape Plan, prepared by Landplan, Project #05-0028) and the owner shall address all of the elements of good urban design as outlined by the City of Guelph Urban Design Guidelines 1995 Manual, to the satisfaction of the Director of Planning and Development Services and the City Engineer.
 - b. The owner acknowledges and agrees that a wood privacy fence with a minimum height of 1.8 metres will be constructed along the rear and side yard.
- 2. That the consent applications B-11/0, B-12/04, B-13/04, B-14/04 and B-15/04 receive Committee of Adjustment approval and that the registration of the deeds occurs in a proper sequence to ensure amalgamation of the parcels to the satisfaction of the City Solicitor prior to the issuance of any building permits.
- 3. That prior to site plan approval or the endorsation of the deeds, the owner grants to the City a 5.0-metre wide easement across the lands, centred on the existing 450mm diameter storm sewer, satisfactory to the City Solicitor.
- 4. That prior to any demolition, grading or construction on the lands the owner shall retain a Professional Engineer to inspect and report on the condition of the 450mm storm sewer through the site and down to its outlet, satisfactory to the City Engineer.
- 5. That prior to any demolition, grading or construction on the lands, the owner shall have a Professional Engineer prepare a report, satisfactory to the City Engineer, outlining the methods to be used during demolition, grading and construction on the lands, to protect from damage and monitor the existing 450mm diameter storm sewer which crosses the lands. Furthermore, the owners shall ensure that the methods outlined in the report are put into place and that the owners shall be responsible to pay for any damage to the existing storm sewer.
- 6. Prior to the submission of any site plan showing a connection to the 750mm trunk sanitary sewer in the park, the owner shall pay the City's cost of having a geotechnical investigation report done of the soils along the sanitary service lateral route. Furthermore,

the owners shall acknowledge and agree that a connection through the park to the 750mm trunk sanitary sewer will only be permitted if landfill materials and gases are not going to be encountered during the construction of the sanitary sewer lateral.

- 7. That the owners shall acknowledge and agree that a connection through the park to the 750mm trunk sanitary sewer will only be permitted by City during certain times of the year when construction will not disrupt the use of the park.
- 8. Prior to site plan approval for the lands, the owner shall have a Professional Engineer design a grading plan and storm water management system for the said lands incorporating a control flow weir and a connection to the existing 450mm storm sewer, satisfactory to the City Engineer.
- 9. That the owner grades, develops and maintains the site including the storm water management facilities designed by a Professional Engineer, in accordance with a Site Plan that has been submitted to and approved by the City Engineer. Furthermore, the owner shall have the Professional Engineer who designed the storm water management system certify to the City that he/she supervised the construction of the storm water management system, and that the storm water management system was approved by the City and that it is functioning properly.
- 10. That the owner constructs, installs and maintains erosion and sediment control facilities, satisfactory to the City Engineer, prior to any grading or construction on the lands in accordance with a plan that has been submitted to and approved by the City Engineer. Furthermore, the owner shall provide a qualified environmental inspector, satisfactory to the City Engineer, to inspect the site during all phases of development and construction including grading, servicing and building construction. The environmental inspector shall monitor and inspect the erosion and sediment control measures and procedures, and compliance with the erosion and sediment control plan on a weekly or more frequent basis if required. The environmental inspector shall report on his or her findings to the City on a monthly or more frequent basis.
- 11. The owner shall pay the actual cost of constructing any service laterals required to service the lands, prior to issuance of any building permit.
- 12. The owner shall pay the actual cost of constructing any works including backflow preventors on the 450mm storm sewer serving the lands, prior to the issuance of any building permit.
- 13. That the owner enters into a Storm Sewer Agreement as established by the City, providing for a grading and drainage plan that is registered on the title of the single detached and semi detached lands, prior to the endorsation of the deeds.
- 14. That the owner constructs all the buildings at such an elevation that the lowest habitable level of the buildings can be serviced with a gravity sewer connection to the sanitary sewer.
- 15. That the owner shall confirm that any fill placed to raise the elevation of the lands shall have similar drainage characteristics to the native soil on the lands. Gradation testing or other acceptable testing procedures will be required to confirm the acceptability of the fill material to the satisfaction of the City Engineer.

- 16. That the owner pays to the City, as determined applicable by the City's Director of Finance, development charges and education development charges, in accordance with City of Guelph Development Charges By-law (2004)-17361, as amended from time to time, or any successor thereof, and in accordance with the Education Development Charges By-laws of the Upper Grand District School Board (Wellington County) and the Wellington Catholic District School Board, as amended from time to time, or any successor by-laws thereof, prior to issuance of a building permit, at the rate in effect at the time of issuance of the building permit.
- 17. That the owner pays to the City, the watermain frontage charge of \$8.00 per foot for 21.98-metres (72.12 feet) of frontage on Wyndham Street, prior to site plan approval or the endorsation of the deeds.
- 18. That the owner shall pay to the City, the watermain frontage charge of \$8.00 per foot for 15.85-metres (52.0 feet) of frontage on York Road, prior to site plan approval or the endorsation of the deeds.
- 19. That the owner pays the tree frontage charge of \$8.00 per metre of frontage for the entire frontage on Wyndham Street and York Road, prior to site plan approval or the endorsation of the deeds.
- 20. That the owner shall be responsible to pay for all required curb cuts and fills, prior to the issuance of any building permit.
- 21. That the owner prepares a tree conservation plan identify trees to be retained and removed, to the satisfaction of the Director of Planning and Building Services, prior to site plan approval or the endorsation of the deeds.
- 22. That the owner applies for, and receives, a permit from the Grand River Conservation Authority, prior to the issuance of any building permit.
- 23. That the owner deeds to the City free of all encumbrances and satisfactory to the City Solicitor, a parcel of land 3.0-metres wide for a road widening across the entire Wyndham Street frontage of the lands, prior to site plan approval or the endorsation of the deeds.
- 24. That a legal off-street parking space, including any easements for right-of-way that are required for access, be created, satisfactory to the Director of Planning and Development Services for 70 York Road, prior to the endorsation of the deeds.
- 25. That the applicant shall pay to the City cash-in-lieu of park land dedication in accordance with By-law (1989)-13410, as amended from time to time, or any successor thereof, prior to site plan approval or prior to the endorsation of the deeds, at the rate in effect at the time of the endorsation.
- 26. That the proposed severed parcel of land be conveyed to the abutting owner as a lot addition only (Form 3 Certificate).
- 27. Prior to the site plan approval or endorsation of the deeds, the owner shall pay to the City, the City's total cost of reproduction and distribution of the Guelph Residents' Environmental Handbook, to all future homeowners or households within the project,

with such payment based on a cost of one handbook per residential dwelling unit, as determined by the City.

- 28. That the Developer/Owner shall, as part of Site Plan Approval, prepare and implement a monitoring program to evaluate the hydraulic performance of the stormwater management system and groundwater elevations within the site for comparison with the baseline information collected as part of the Zone Change Approval. The monitoring program will commence with the completion of area grading of the site and will extend for a period of 2 years beyond the build out of the townhouse units. An annual monitoring report will be prepared and submitted to the City Engineer and the Grand River Conservation Authority.
- 29. That the owner enters into a site plan control agreement with the City, registered on title, satisfactory to the City Solicitor, agreeing to satisfy the above-noted conditions and to develop the site in accordance with the approved plans and reports.

Council Committee Room B September 5, 2006 5:00 p.m.

A meeting of Guelph City Council.

Present: Mayor Quarrie, Councillors Billings, Birtwistle, Burcher, Downer, Ferraro, Hamtak, Kovach, Laidlaw, Moziar and Schnurr.

Absent: Councillor Baily and Furfaro

Staff Present: Mr. L. Kotseff, Chief Administrative Officer; Mr.
D.A. Kennedy, Director of Finance/City Treasurer; Dr. J. Laird,
Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City
Solicitor; Mr. J. Riddell, Director of Planning & Development
Services; Mr. G. Stahlmann, Director of Community Services;
Deputy Fire Chief L. Quan, Emergency Services; Mrs. L.A. Giles,
City Clerk/Manager of Council Administrative Services; and Ms.
J. Sweeney, Council Committee Co-ordinator

1. Moved by Councillor Birtwistle Seconded by Councillor Burcher

THAT the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to Section 239 (2) (a), (e) and (g) of the Municipal Act, with respect to:

- security of the property of the municipality or local board;
- litigation or potential litigation;
- matter in respect of which a Council, Board, Committee or other body may hold a closed meeting under another Act.

Carried

The meeting adjourned at 5:01 o'clock p.m.

Mayor

.....

Clerk

Council Committee Room B September 5, 2006 5:02 p.m.

A meeting of Guelph City Council meeting in Committee of the Whole.

Present: Mayor Quarrie, Councillors Billings, Birtwistle, Burcher, Downer, Ferraro, Furfaro, Hamtak, Kovach, Laidlaw, Moziar and Schnurr.

Absent: Councillor Baily

Staff Present: Mr. L. Kotseff, Chief Administrative Officer; Mr. D.A. Kennedy, Director of Finance/City Treasurer; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Planning & Development Services; Mr. G. Stahlmann, Director of Community Services; Deputy Fire Chief L. Quan, Emergency Services; Ms. T. Sinclair, Assistant City Solicitor; Mrs. L.A. Giles, City Clerk/Manager of Council Administrative Services; and Ms. J. Sweeney, Council Committee Co-ordinator

DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT

There were no declarations of pecuniary interest.

1. Moved by Councillor Birtwistle Seconded by Councillor Burcher THAT the delegation of Jasmine Urisk be heard.

Carried

Ms. Jasmine Urisk provided the Committee with information with respect to property.

The Director of Corporate Services/City Solicitor provided information on a litigation matter.

2. Moved by Councillor Moziar Seconded by Councillor Billings

THAT Council hear the delegation of the City's Legal Counsel on a litigation matter.

Carried

The City's Legal Counsel provided information on a litigation matter.

3. Moved by Councillor Kovach

Seconded by Councillor Birtwistle

Ms. L.E. Payne Dr. J.L. Laird THAT staff be given direction with respect to a litigation matter.

| Dr. J.L. Laird Councillors | Moved by Councillor Schnurr Seconded by Councillor Hamtak THAT staff be given direction with respect to potential litigation matters. |
|-------------------------------------|---|
| | A recorded vote was requested, which resulted as follows: |
| | VOTING IN FAVOUR: Councillors Billings, Burcher, Downer, Ferraro, Furfaro, Hamtak, Kovach, Laidlaw, Moziar, Schnurr and Mayor Quarrie (11) |
| | VOTING AGAINST: Councillor Birtwistle |
| | The motion was carried. |
| | The Director of Corporate Services/City Solicitor provided updates on litigation matters. |
| Ms. L.E. Payne | Moved by Councillor Ferraro Seconded by Councillor Burcher THAT the Litigation Status Report dated August 25, 2006, be received for information. |
| | Carried |
| | Moved by Councillor Furfaro Seconded by Councillor Billings THAT the delegations of Peter Barr and Tom Sagaskie be allowed to address Committee. |
| | Carried |
| | The Director of Finance provided information on a matter of security of property of the municipality. |
| | Tom Sagaskie provided information on a matter of security of property of the municipality. |
| Mr. T. Sagaskie Mr. D.A. Kennedy | Moved by Councillor Ferraro Seconded by Councillor Furfaro THAT the report with respect to a matter of security of property of the municipality be received. |
| | Carried |
| | The Mayor provided information on an identifiable individual in response to questions by Councillor Kovach. |

The meeting adjourned at 6:35 o'clock p.m.

Mayor

Clerk

Council Chambers September 5, 2006

Council reconvened in formal session at 6:30 p.m.

Present: Mayor Quarrie, Councillors Billings, Birtwistle, Burcher, Downer, Ferraro, Furfaro, Hamtak, Kovach, Laidlaw, Moziar and Schnurr.

Absent: Councillor Baily

Staff Present: Mr. L. Kotseff, Chief Administrative Officer; Ms. Pauline Blais, Director of Human Resources; Mr. D.A. Kennedy, Director of Finance/City Treasurer; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Planning & Development Services; ; Mr. G. Stahlmann, Director of Community Services; Deputy Fire Chief L. Quan, Emergency Services; Mrs. L.A. Giles, City Clerk/Manager of Council Administrative Services; and Ms. J. Sweeney, Council Committee Co-ordinator

DECLARATIONS UNDER MUNICIPAL CONFLICT OF INTEREST ACT

There was no declaration of pecuniary interest.

1. Moved by Councillor Ferraro Seconded by Councillor Billings

THAT the minutes of the Council meeting held on August 21, 2006 and the minutes of the Council meeting held in Committee of the Whole on August 21, 2006 be confirmed as recorded and without being read.

Carried

2. Moved by Councillor Furfaro Seconded by Councillor Moziar THAT persons wishing to address Council be permitted to do so at this time.

Carried

REGULAR MEETING

DELEGATIONS

Guelph Junction Railway Company 2005 Audited Financial Statements

Tom Sagaskie, General Manager of the Guelph Junction Railway Company was present and provided information on the operations and activities of the company during 2005.

 Moved by Councillor Birtwistle Seconded by Councillor Kovach
 THAT the Guelph Junction Railway Company 2005 Audited
 Financial Statements be received for information and that the documents be part of the public record.

Carried

 Moved by Councillor Hamtak Seconded by Councillor Ferraro
 THAT Council now go into the Committee of the Whole to consider reports and correspondence.

Carried

Councillor Schnurr presented the SECOND REPORT of the Council as a Committee of the Whole

AMO/OMERS Support Fund

 Moved by Councillor Schnurr Seconded by Councillor Furfaro
 THAT an annual contribution to the Association of Municipalities of Ontario (AMO), OMERS Support Fund be approved in the following amounts:

2006 - \$1,621.01 2007 - \$4,741.22 2008 - \$5,359.64

Carried

CONSENT AGENDA

The following items #A-1 and A-2 were extracted from the Consent Agenda to be voted on separately.

Mr. D.A. Kennedy Mr. T. Sagaskie

Ms. P. Blais Mr. D.A. Kennedy

1554646 Ontario Inc. – Hanlon Business Park

6. Moved by Councillor Moziar Seconded by Councillor Billings

THAT the Corporation of the City of Guelph enter into, and the Mayor and Clerk be authorized to sign a second Amending Agreement with 1554646 Ontario Inc. to waive the Start Construction date of July 31, 2006 and to maintain the Complete Construction date of December 31, 2007, as contained in the Development Covenants & Restrictions of the Agreement of Purchase and Sale dated April 10, 2003, for the lands described as Part of Lot 1, Registered Plan 680 and designated as Parts 7, 8, 9, 10, 1 and 12 on Reference Plan 61R-9344; and as outlined in the report of the Director of Planning & Development Services dated September 5, 2006;

AND THAT the City Solicitor be directed to prepare the necessary Amending Agreement with all costs, including registration costs, to be borne by 1554646 Ontario Inc.

Carried

Fire Monitoring International Agreement

| 7. Moved by Councillor Moziar |
|---|
| Seconded by Councillor Furfaro |
| THAT the Mayor and Clerk be authorized to execute on behalf of |
| the Corporation of the City of Guelph an agreement between the |
| City and Fire Monitoring Technologies International Inc., (FMTI). |
| Corried |
| |

Carried

8. Moved by Councillor Kovach Seconded by Councillor Downer THAT the Committee rise with leave to sit again.

Carried

9. Moved by Councillor Laidlaw Seconded by Councillor Burcher
THAT the action taken in Committee of the Whole in considering reports and correspondence, be confirmed by this Council.

Carried

BY-LAWS

10. Moved by Councillor Moziar Seconded by Councillor Furfaro

Mr. J. Riddell Mr. P. Cartwright Ms. L.E. Payne THAT leave be now granted to introduce and read a first and second time By-laws Numbered (2006)-18129 to (2006)-18132, inclusive.

Carried

The By-laws were read a first and second time at 6:56 o'clock p.m.

Council went into Committee of the Whole on By-laws Numbers (2006)-18129 to (2006)-18132, inclusive.

Mayor Quarrie in the Chair.

At 6:57 o'clock p.m., the Committee rose and reported By-laws Numbered (2006)-18129 to (2006)-18132, inclusive, passed in Committee without amendment.

Moved by Councillor Schnurr Seconded by Councillor Moziar
THAT By-laws Numbered (2006)-18129 to (2006)-18132, inclusive, be read a third time and passed.

Carried

The By-laws were read a third time and passed at 6:58 o'clock p.m.

MAYOR'S ANNOUNCEMENTS

The Mayor extended congratulations to the members of the Guelph Silvercreeks in the gallery who won the National Junior Baseball Championship.

QUESTIONS

In response to questions by Councillor Birtwistle, the Chief Administrative Officer advised that staff would investigate to see if AMO has passed a by-law with respect to Board of Directors Members.

In response to questions by Councillor Birtwistle, the Director of Operations advised that staff will be reporting back to Council with respect to the lane markings on Imperial Road South.

In response to questions by Councillor Birtwistle, the Director of Environmental Services advised that a meeting with respect to the community energy plan is scheduled for September 6, 2006 starting at 7:00 p.m. at the Guelph Hydro facility.

In response to questions by Councillor Kovach with respect to the lane markings on Imperial Road South, the Director of Operations advised that staff are prioritizing work and will be reporting back to Council.

In response to questions by Councillor Burcher on how the City fits into the Federal/Provincial funding towards affordable housing, Councillor Birtwistle responded that matters of affordable housing are discussed by the Joint Social Services Committee. Councillor Schnurr advised that before the Guelph Non-Profit Housing Committee can do anything, the Joint Social Services Committee has to deal with the matter.

In response to questions by Councillor Ferraro, the Director of Planning & Development Services advised that he is not aware of any private enterprise projects relating to the affordable housing funding.

ADJOURNMENT

The meeting adjourned at 7:10 o'clock p.m.

Minutes read and confirmed September 18, 2006.

.....

Mayor

Clerk

REPORT OF THE FINANCE, ADMINISTRATION AND COMMUNITY SERVICES COMMITTEE

September 18, 2006

Her Worship the Mayor and Councillors of the City of Guelph

Your Finance, Administration and Community Services Committee beg leave to present this their EIGHTH REPORT as recommended at its meetings of September 13, 2006;

- CLAUSE 1. THAT the request of the Guelph Community Health Centre to waive birth registration fees for persons in need, be approved subject to the Centre providing documentation to the City Clerk's Office that confirms an individual's eligibility for the waiving of fees.
- CLAUSE 2. WHEREAS the Centennial Soccer Enclosure is currently set up and equipped for soccer play only;

AND WHEREAS there are a number of municipal and school sports field facilities available, including Guelph Lake Sportsfield and Exhibition Park Football Field, that are appropriately outfitted for the sport of football;

THEREFORE BE IT RESOLVED THAT no action be taken on the request of the GCVI Football Club to use the Centennial Soccer Enclosure for the purpose of staging football games.

CLAUSE 3. THAT the City of Guelph participate in a leadership capacity with the University of Guelph in the Shakespeare – Made in Canada project;

AND THAT a special culture project fund in support of Shakespeare – Made in Canada, is approved with the following conditions:

- The City of Guelph will fund 50% of the total marketing and promotions budget of the project up to a maximum limit of \$50,000
- The City of Guelph will receive recognition in the promotional materials of the project for its contribution and leadership role.

AND THAT a pre-budget commitment to the 2007 Operating Budget in the amount of \$50,000 for the project is approved.

CLAUSE 4. THAT the attached proposal recommending space at Delhi Community Centre be received;

AND THAT Community Services Recreation budget for 2006 variance includes start-up costs for the development of youth space at the Delhi Community Centre;

AND THAT a pre-budget commitment for the 2007 operating budget in the amount of \$17,000 for the development of youth centre space at the Delhi Community Centre be approved.

CLAUSE 5. THAT the Mayor and Clerk be authorized to execute the agreement for the exchange of lands between the City of Guelph and the Guelph Country Club

Limited as referenced in the report of the Director of Corporate Services and City Solicitor dated September 13, 2006;

AND THAT the City Solicitor be directed to complete the transaction including the execution of all Affidavits, Statutory Declarations and Undertakings required.

CLAUSE 6. THAT a license agreement, that replaces and expands upon existing license agreements, between the City and Westminister Woods Ltd. to allow Westminister Woods Ltd. to install and maintain features on City lands and roads be approved and the Mayor and Clerk be authorized to execute the agreement;

AND THAT a reserve fund, the "Westminister Woods Reserve Fund" be established by the City and maintained through contributions by Westminister Woods Ltd., or its assigns, to cover the costs of emergency repairs or removal of Westminister's work on, and the restoration of, City lands under license between the City and Westminister Woods Ltd.

CLAUSE 7. THAT the Mayor and Clerk be authorized to execute an agreement with Guelph Community Sports for the development and operation of an indoor soccer and sports facility on City-owned lands at Centennial Park subject to the form and content of the final agreement being satisfactory to the Director of Community Services, the Director of Finance, and the Director of Corporate Services and City Solicitor;

> AND THAT the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports be declared a municipal capital facility under Section 110 of the Municipal Act for the purposes of the municipality for public use;

> AND THAT in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, staff be directed to bring forward a by-law for Council's consideration for possible exemptions with respect to taxes and development charges;

AND THAT in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, actual servicing costs for the proposed indoor sports facility of up to a maximum of \$100,000 be paid by the City from the 2006 capital budget from the approved St. Georges park washroom project;

AND THAT in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed by Guelph Community Sports, the Director of Finance be authorized to release funds from the capital reserve account to be established under the agreement between the City and Guelph Community Sports;

AND THAT in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, the Director of Finance be authorized to execute any documentation necessary to guarantee a bank loan to Guelph Community Sports, subject to the terms and conditions of the agreement between the City and Guelph Community Sports.

- CLAUSE 8. THAT Schedule 9 of City of Guelph By-law Number (1995)-14868, be removed and substituted with a new Schedule 9, attached as Schedule 'A' to this report.
- CLAUSE 9. THAT the City of Guelph apply for the 2009 Cultural Capitals of Canada grant;

AND THAT the City of Guelph allocate a minimum of \$250,000 in the 2009 operating budget and a minimum of \$125,000 in-kind support should the application be successful;

AND THAT the City of Guelph commits to the development and completion of a Cultural Policy by December 2007.

- CLAUSE 10. THAT the 2006 Council Orientation Sessions proposal as attached to the report of the Deputy Clerk dated September 13, 2006, be approved as the basis for the 2006 Council orientation sessions..
- CLAUSE 11. THAT businesses subject to the City of Guelph Business Licensing By-law that are located on the University of Guelph Campus continue to be licensed in accordance with the City of Guelph Business Licence By-law.
- CLAUSE 12. THAT Council authorize the Mayor and City Clerk to execute on behalf of the City of Guelph the Agreement (Schedule A attached) among the Corporation of the County of Wellington, the Corporation of the County of Dufferin, the Corporation of the City of Guelph and the Board for the Wellington-Dufferin-Guelph Health Unit (the Health Unit).
- CLAUSE 13. THAT the report dated August 31, 2006 with respect to the Federation of Canadian Municipalities funded Municipal Partnership with the municipalities of Xaixai and Moatize, Mozambique be approved.

All of which is respectfully submitted.

Councillor Gloria Kovach, Chair Finance, Administration & Community Services Committee



176 Wyndham St. N., Guelph, Ontario N1H 8N9

August 25, 2006

Lois Giles, City Clerk Guelph City Hall 59 Carden Street Guelph, Ontario N1H 3A1



Dear Ms. Giles,

Subject: Birth Registration Fee

I am an Outreach Worker at the Guelph Community Health Centre. Our priority populations are those who are homeless or under-housed, multicultural clients and families with children ages 0-6.

We have an Identification clinic that has been running for almost 5 years. While helping people replace their ID we have noticed that we have an increasing number of young mothers coming in saying that they are unable to afford the \$25 birth registration fee.

After having spoken to you and Susan Samuel I would like to propose that we provide a letter for these individuals that they can bring to City Hall allowing them to have the fee waived.

I am hoping we can issue a letter to this specific group of people.

- 1. Anyone receiving Ontario Works
- 2. Anyone who meets the homeless criteria

Note: The Ministry of Health Definition in their agreement with us states that the homeless person is an individual without place of permanent and principal residence.

Thank you for offering to bring this to City Council and please call me if you have any questions or concerns.

Sincerely,

illes

Trish Miller RN

CLINICAL Tel. (519) 821-6638 Fax (519) 821-6834 EARLY YEARS
 Tel. (519) 766-1550
 Eav. (519) 821-614 B

SHELLDALE
 Tel. (519) 780-1200

September 1, 2006

RECEIVED SEP US 2006

5 Sparling Court Guelph, Ontario Canada N1L1H6 home phone: 519-767-2556

Madam Councilor Gloria Kovach, Chair 2006 Finance, Administration and Community Services Committee City Hall Guelph, Ontario Canada N1H 3A1

Members of the committee, L. Burcher, R. Ferraro, R. Furfaro, M. Laidlaw, D. Moziar, Mayor K. Quarrie and Chair G. Kovach

Please accept the Guelph Collegiate Vocational Institute football club application to use the Centennial Enclosure for Friday October 6 and Friday October 13 from 6:30 pm to about 9:30 pm 2006. We would like to play 2 home football games those evenings. At a most recent time of asking, and historically, the enclosure is not booked in October for any events.

Kindly consider this request as a 1 off situation with assessment of impact on the facility to follow the events. Historically the facility was withdrawn from football use because of the damage that playing the game caused to the centre of the field. The footwear used at the time this decision was made supported 7 to 9 $\frac{3}{4}$ " metal tipped cleats per shoe. Today's football footwear is very similar to soccer footwear. The cleats are $\frac{1}{2}$ " or shorter and are made of softer synthetic material to avoid injuries. The footwear provides significantly less wear on any natural grass surface than was the case 10 years ago.

We have been in meetings and exchanged considerable information with the city officials since June regarding the possibility of gaining use of the facility for the 2 home games and a possible playoff game. The Centennial Enclosure provides us with the opportunity to achieve all of our objectives outlined on the Rationale for Using the Enclosure, which is enclosed with this application.

I would be most willing to speak to the application if needed.

Respectful) I teacher David Dagg, Retired GG Football volunteer

Encl: 1

The Rationale behind the application for consideration to use the Centennial Enclosure for GCVI football home games is outlined below.

In essence there are eight qualities of a healthy venue that we need help with in order to achieve the football environment we want to create and maintain.

[1] We need to move the football games to a *time* and place that will *not pull GCVI student football athletes out of classes* to play home games. We want the players and those associated with GCVI football to be in regularly scheduled classes during regular school hours.

[2] We need to play the games at a *time* and place that will provide as many parents, students, staff, friends, neighbours and relatives as possible an opportunity *to attend GCVI football home games outside of the regular working day.* This has the potential to begin to develop a following and an interest that will eventually be needed to support some of the program initiatives. The game day and time must not interfere with regularly scheduled homework duties and subject test preparations. Friday at 7:30 pm is a best day and time for the games to be played.

[3] We need to play the games in a time and *place* that *provides sufficient lighting to facilitate a minimum of 2 Friday evening games*. There is a possibility of playoff games adding to the number of Friday Night events.

[4] We need to play the games in a time and *place* where there is *controlled access* to the event. With the diverse type of fans that we wish to attract to the GCVI games we need to be able to provide a quality evening as free of irresponsible behaviour as possible. Two, paid, off-duty, City of Guelph volunteer police constables will be requested to assist with this objective at each game.

[5] We need to play the games in a time and *place* where *suitable seating and viewing* is available for 100 to 200 fans. Some of the seating may be deck chairs brought in by fans and located on the hill to the north or south of the 120 seat bleachers at the enclosure.

[6] We need to play the games in a time and *place* where a *time and score clock* can inform the fans of the state of the game. Such a clock may be operable at the Enclosure.

[7] We need to play the games in a time and *place* where the *field can be marked and equipped* to provide the fans with a clear view of the state of the game on the field. This will also provide the necessary markings and devices to assist the officials in moving the game along efficiently. Some installations and field marking would be necessary.

[8] We need to play the games in a time and *place* where *admission fees can be levied* to offset the costs of arranging the use of the facility.

[9] We need to play the games in a time and place *convenient for Guelph students and citizens* to participate. The Centennial Enclosure is within walking distance and is on the city bus route for students who would attend and would be going home after dark.

September 15, 2006

Dear Members of the Finance and Community Services Committee,

We write to you today to express our concerns with the proposal by representatives of a football group to use the Centennial Enclosure soccer field for football games. Under an agreement with the City of Guelph in 1991-1992, Guelph Soccer contributed \$25 000 to pay for the addition of lights at the Centennial Enclosure, after which the facility was to be designated as a soccer only facility.

Football is a full contact, power game between 2 forces moving in opposite directions. They exert extreme stress on the field surface, digging in hard with all their body weight and strength to push their opponents back and forth. Deep gouges are created, grass is ripped up and the field turns to mud as the teams move up and down the field. This damage to the field surface has little impact on the game of football.

However, the damage to the game of soccer is significant. The City of Guelph has an acute shortage of fields that are at a suitable level that permits the proper playing of soccer. Due to the nature of the game, soccer requires that the field be of uniform quality, free of bumps or holes to allow the ball to run smoothly without unexpected changes in direction. Without these conditions, attempting to play the game at a competitive or even recreational level is frustrating at best and futile at worst. Damage to the field surface created by the game of football renders the field virtually unplayable. Our fields are also not of the caliber or infrastructure that they can recover in reasonably short periods of time – therefore damage is longer lasting and cumulative as has been the case at other facilities in the City where this mixed use continues.

In the past 2 years, more than 300 competitive level soccer games were canceled or rescheduled due to poor field conditions in Guelph. More than half were due to damage caused by football and rugby games. Guelph can not afford to have another soccer field ruined.

We stress that Guelph Soccer remains fully committed to the enhancement of all sports and recreational facilities for the people of Guelph and we recognize and understand completely, the challenges that are faced by other outdoor sports user groups. We welcome the opportunity to work with these groups and the City of Guelph to deliver alternatives that are mutually benefiting (artificial surfaces, etc) with long term sustainability. In the interim, we ask that the Committee not endorse the proposal put forward today.

Sincerely,

Craig Andreas, General Manager Dan Grignon, Strategic Development Director - Facilities

CC: Larry Vettor, President Glenna Ratcliff





COMMUNITY SERVICES

Report:

TO: Finance, Administration & Community Services Committee

DATE: 2006/07/17

SUBJECT: SHAKESPEARE - MADE IN CANADA PROJECT

RECOMMENDATIONS:

That the City of Guelph participate in a leadership capacity with the University of Guelph in the Shakespeare – Made in Canada project.

That a special culture project fund in support of Shakespeare - Made in Canada, is approved with the following conditions:

- The City of Guelph will fund 50% of the total marketing and promotions budget of the project up to a maximum limit of \$50,000
- The City of Guelph will receive recognition in the promotional materials of the project for its contribution and leadership role

That a pre-budget commitment to the 2007 Operating Budget in the amount of \$50,000 for the project is approved.

SUMMARY:

The requested funding will support, in part, the marketing and promotion of the Shakespeare – Made in Canada project, which is a series of community events focusing on Canadian interpretations, adaptations and exhibitions of Shakespeare's work. The events will run from January to May 2007 and will be undertaken by arts and cultural organizations in the City of Guelph under the leadership of the City of Guelph and the University of Guelph.

BACKGROUND:

As per Council resolution of June 24, 2005, city staff worked with the Office of the President of the University of Guelph to develop a business plan and budget for the project. Further to the resolution, city staff prepared recommendations for what level of involvement the City of Guelph should have in this project.

A Great Place to Call Home

REPORT:

The Business Plan, including the budget, is attached

CORPORATE STRATEGIC PLAN:

Participation in this project supports and enhances specific directions of the Corporate Strategic Plan:

- 1) Nurtures and celebrates our vibrant arts and culture community through a community-wide cultural collaboration under a common theme.
- 2) Supports the mandate and objectives of the Culture Department as outlined in its recent Business Plan by establishing a productive and supportive working relationship with its key culture sector partners.
- 3) Strengthens our economic base by building a strong relationship with one of the community's major educational institutions, the University of Guelph.

FINANCIAL IMPLICATIONS:

This one-time grant will be included in the 2007 tax supported operating budget and will represent an increase of \$50,000 to the Special Events Grants budget.

DEPARTMENTAL CONSULTATION/CONCURRENCE:

Finance Department

COMMUNICATIONS:

N/A

ATTACHMENTS:

- 1) Project Business Plan
- 2) Overall Summary Budget
- 3) Marketing and Promotions Budget
- 4) Funding Schedule

Maching la.

Prepared & Recommended By: Rob Mackay Manager 837-5662 x2588 rob.mackay@riverrun.ca

Approved By: David A. Kennedy, C.A. Director of Finance

Approved By: Gus Stahlmann Director, Community Services

Approved for Presentation: Larry Kotseff Chief Administrative Officer

Business Plan

Shakespeare – Made in Canada A Community Cultural Festival January – May 2007

Shakespeare - Made in Canada - Its origins and purpose

The Sanders Portrait of Shakespeare, arguably an authentic likeness of the Bard, will be on display at the Macdonald Stewart Art Centre from January until May 2007. An interactive multimedia exhibit has been developed to enhance the understanding of visitors about the depth and breadth of the effect Shakespeare has had on the development of Canadian culture. Special education programs have been designed to address the secondary and elementary school curriculums and an exciting series of speakers has been engaged to bring added value to the exhibit. Guelph is very fortunate to host the portrait as this will be only the third public showing and the first after its international tour. The arts and cultural community was quick to recognize the potential of the Sanders Portrait to attract large audiences from both within the community and beyond and has come together to develop Shakespeare – Made in Canada, a community cultural festival. Under the leadership of the City of Guelph, Guelph Arts Council, University of Guelph, Stratford Festival, and a volunteer Community Organizing Committee, the festival has become a reality.

The Shakespeare - Made in Canada festival represents extensive community participation. Ninety regional arts and cultural community groups were invited to a meeting in September 2005 to discuss the viability of this project. More than 60 people representing 45 arts ands cultural organizations attended and expressed tremendous enthusiasm for the concept. A call for Expressions of Interest, launched in Fall 2005 generated proposals from local artists and cultural volunteers for performances (choral, dance, music, dramatic etc.), visual art, and exhibits based on the theme of Shakespeare. By February 2006 more than 30 groups had confirmed plans and the activities have now been slated into the festival program.

Each of the participating arts and cultural groups are developing and presenting activities that fit within their own programs and operating budgets. All these presenters will benefit from the extra advertising and marketing synergies created by the themed series of events. It is anticipated that larger audiences resulting from this promotion will provide increased revenue for the participating organizations and that the festival will provide increased exposure for our very talented regional arts and cultural groups.

Shakespeare – Made in Canada will launch Guelph-Wellington as a tourist destination and with the support of local and area businesses it is hoped that this project will become a model for community wide tourism development initiatives in the future.

Vision - To build capacity in the regional cultural sector by providing a collaborative experience in which organizations can participate to showcase excellence in their craft and attract a larger and more diversified audience share.

Mission – This collaborative project, supported by the City of Guelph, the University of Guelph, Guelph Arts Council, the Stratford Festival and more than 30 regional cultural and arts organizations will showcase and celebrate the excellence and creativity of the culture/arts sector in the region and their contributions to the quality of life and value to the regional economy.

Mandate – The synergy created through the combined efforts of the partners focusing specifically on Canadian interpretations, adaptations and exhibitions of Shakespeare's work, will form a cohesive thematic umbrella providing opportunities for

- > increasing awareness of our regional cultural excellence;
- creating a dynamic and appealing program of events geared to identified stakeholders and audiences from within and outside of the community;
- attracting new partners to the regions cultural activities both in performing arts and in their support; and
- targeting new audiences including visitors from outside the region(GTA and Golden Horseshoe) and beyond our borders(neighbouring states).

Shakespeare – Made in Canada is a cooperative project aimed at increasing the capacity of cultural organizations in the Guelph region. Partner organizations are not viewed as competitors but as contributors, on their own terms and within their normal operating environment and creative niches, to the success of the project. The combined efforts of the regional cultural organizations under the theme or focus of "Shakespeare" will ensure greater community awareness and increased capacity for financial return. Each organization will undertake its normal programming with a shared theme. Benefits will accrue to each organization through anticipated support from government(s) for a cooperative marketing program enhanced in both depth and breadth.

Shakespeare – Made in Canada will build regional cultural capacity under the leadership of a single, cooperatively developed marketing plan that will provide coordinated programming and marketing, allowing for maximum organizational expression and the development of a top notch series of themed events. The Festival has created wide enthusiasm throughout the community.

Core Business of the Festival

Create and present to the public Canadian adaptations, interpretations and exhibitions of or related to the works of William Shakespeare.

To make art, artifacts and ephemera associated with Canadian expressions of the work of Shakespeare accessible to the public.

Provide a multi-dimensional forum of events so that the broadest possible audience can better experience and understand the works of Shakespeare and how they have become a part of our national fabric.

To make art and performance accessible in entertaining, educational and motivational contexts to meet the needs of identified audiences, stakeholders and funding agencies.

To develop and adhere to a marketing plan that will provide a reasonable rate of financial return to the partners and not incur a net deficit.

Organizational Goals

Provide a unifying theme and structure that will enable the cultural and artistic organizations of the region to increase awareness of their creativity and excellence. Increase participation in cultural programs by designing a series of events that appeal to

identified audiences and stakeholders within the region and beyond.

Provide impetus for the creation of new artistic programs or the attraction of external complementary performances/contributions thereby building capacity in the cultural sector.

Attract new partners and new sources of funding to support this cooperative effort.

Create new synergies between and among regional cultural and artistic organizations to ensure the success of Shakespeare – Made in Canada, but also to serve as a foundation for future collaborative successes.

To enhance financial returns to regional cultural organizations which they can invest in new sustainable enterprises.

To develop Guelph-Wellington as a tourism destination.

Stakeholders and Partners

University of Guelph – Board of Governors, Faculty, Staff, Students, Alumni notably School of English and Theater Studies, University of Guelph Library Special Collections, Department of Fine Art and Music, Alumni Affairs & Development

Macdonald Stewart Art Centre

City of Guelph – River Run Centre, Department of Culture, Tourism Guelph Stratford Festival – City of Stratford, Friends of the U of G in Stratford Guelph Arts Council

Community Arts and Cultural Organizations: Patrons, sponsors, performers, volunteers

Ontario Ministry of Tourism, Ontario Ministry of Culture Foundations

Local/national businesses: potential sponsors, hotels, motels, restaurants, retailers Local Cultural Attractions: museums, galleries, natural and historic sites Private individuals

Calendar of Events

The product bundle for Shakespeare – Made in Canada includes theatrical and musical performances, exhibitions, a speakers' series and educational programs. See the attached Preliminary Calendar of Events.

Opportunities

The Guelph region has a very active, creative and locally well known artistic and cultural community.

Each organization has a well defined annual program.

The University of Guelph performing arts groups are not represented as being among the community organizations, although University of Guelph faculty, staff and students participate in those organizations individually.

Shakespeare – Made in Canada would provide additional opportunities for regional cultural groups to perform, adding to their revenue streams as well as filling unused capacity at local cultural and performing arts facilities.

Leadership participation by the City of Guelph, the Guelph Arts Council and the University of Guelph will strengthen community relations and send a message of support for the arts on a community-wide basis.

Shrinking individual budgets make a cooperative effort economically feasible. Collaboration among organizations will lead to greater opportunities for success in securing grants from governments and foundations and sponsorships from local businesses, industries, service clubs and individuals.

Current Status

Shakespeare – Made in Canada is a festival to celebrate Guelph's regional cultural resources in a cooperative venture being undertaken through a series of community partnerships. Governance and accountability being provided by the City of Guelph, Guelph Arts Council and University of Guelph who have the structures, policies and procedures in place that can provide leadership, oversight and risk management at little or no charge to the cooperative.

Key Requirements for Success - General

- partnerships with key regional cultural organizations
- acceptance in the community
- audience levels which sustain the cost of production
- government and foundation financial support to offset the cost of cooperative marketing, program development, performances, exhibition, speaker's series and education programs
- successful sponsorship program

Human Resources

A central coordination function (Organizing Committee) has been established by the City of Guelph, Guelph Arts Council and the University of Guelph. Overall project planning and management, grant writing, marketing and sponsorship is managed by this group with staff being specifically assigned to these projects. A Community Volunteer Leadership Committee communicates and coordinates cultural organization participation and provides advice to the Organizing Committee.

Facilities

The facilities (physical plant), equipment and general services are readily available in the community and have typically been used by the community groups for performances and other events.

Financial support from governments and foundations

This project clearly falls within the granting guidelines of many government and nongovernment programs. With a sound budget, high level of community involvement and leadership and accountability being undertaken by the City of Guelph, Guelph Arts Council and the University of Guelph, it is hoped that various grant applications will be successful. In addition, a Sponsorship Package has been developed to build support for the Festival under the leadership of the University of Guelph and community volunteers. Applications have also been made to local and national foundations who have a proven track record of supporting the arts.

Adding Value

The basic concept of Shakespeare – Made in Canada, that of involving a range of arts and cultural organizations in one thematic project, adds value to the project through its multidimensional approach. Not only is the theme undertaken in a comprehensive fashion, it highlights the strengths of the diverse community organizations. It incorporates the traditional with contemporary, rewards repeat audiences with new approaches and programs, attracts new audience sectors through the variety of programs involved, inspires the creation of new material and the exploration and adaptation of traditional material.

The variety of programming organized under one umbrella also invites the participation of until now untapped funders and sponsors. In addition to new products and services developed for Shakespeare – Made in Canada, a new basis for permanent cooperative arts and cultural programs in partnership with Tourism Guelph and local businesses, could be laid in the Guelph region.

Many special value packages are being developed including a festival pass and segmented performance options, special educational pricing, group discounts for entrance fees, separately ticketed events and student and seniors pricing, accommodation and hospitality deals. A series of meetings with local businesses, restaurants and hotels is being planned.

Targeted marketing to "Cultural Tourists" originating from Toronto and the GTA, Stratford Festival "alumni" from neighbouring states and "overnight/weekender" trippers and families is currently being developed under the leadership of Tourism Guelph and the Ontario Ministry of Tourism.

Basic audience analysis was also considered during program development. The variety of programming provided will attract a wide range of both traditional arts and culture audiences and new sectors. The involvement of well known and respected performance groups along with youth and emerging organizations will provide opportunities for educational, entertaining and motivational experiences attracting a range of participants and audiences. Likewise, the gallery exhibits and speakers series will provide access to the art, artifacts and ephemera relating to our national image of Shakespeare and his work.

Shakespeare – Made in Canada is strengthening the relationship among the City, the University of Guelph and local/regional arts and cultural organizations to the benefit of the entire community. This type of community collaboration will set a new standard for other universities across the country and for future projects here at home.

Sarry Wismer

Sally Wismer Executive Director Guelph Arts Council

Robert Marly

Rob Mackay Manager of Culture City of Guelph

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Alastair Summerlee President and Vice-Chancellor University of Guelph

heBernerk

Sue Bennett Director University and Community Relations University of Guelph Project Manager, Shakespeare – Made in Canada

| Shakspeare - | Made in Canada | | |
|--|--------------------|--------------------|---------|
| | ary Budget | | |
| as of | July 2006 | | |
| | | | |
| | Cash | In-kind | Total |
| Expenses | | | |
| Staff | 12,500 | 65,000 | 77,500 |
| Graphics/printing | 11,000 | 2,200 | 13,200 |
| Advertising/promotion/media | 102,490 | 16,000 | 118,490 |
| Marketing plan | 7,500 | | 7,500 |
| Exhibit | 215,000 | 69,700 | 284,700 |
| Education Program | 38,500 | 30,000 | 68,500 |
| Total | | | 569,890 |
| | | | |
| Revenue | | | |
| Marketing Partnerships | 12,870 | | 12,870 |
| City of Guelph | 50,000 | | 50,000 |
| 1 OSTAR Grant* | 25,000 | | 25,000 |
| 2 OTMPC Grant | 35,000 | | 35,000 |
| University of Guelph | 70,820 | 97,200 | 168,020 |
| Corporate Fundraising | 275,000 | | 275,000 |
| Guelph Downtown Board of Management | 4,000 | | 4,000 |
| Total | | | 569,890 |
| Surplus/(Deficit) | | | ····· |
| · · · · · · · · · · · · · · · · · · · | | ······ | |
| Notes: | | | |
| OSTAR - Ontario Small Town & Rural Deve | opment Program | funded through OMA | FRA |
| 2 OTMPC - Ontario Tourism Marketing Partne | rship Corporation | | |
| * OSTAR is a grant program pending funding | from City of Guelp | oh | |
| estimates | | | |

| Shakespeare - Made in Canada | | | | | <u> </u> | | | | |
|--|-------------|-----------|-----------------|------------|---------------------------|----------------|-------------|--|---------------------------------------|
| Marketing and Promotions Budget, July 2006 | Expenses | | | | | Funding | { | | |
| Details | Size | Unit Cost | No. of Units | Total Cost | Marketing Partnerships | City of Guelph | OTMPC Grant | Guelph Downtown Board of Mangement | Total Funding |
| 1 Provincial Advertising | | | | | | | | | |
| All advertising designed to drive consumers to a sales-oriented, more detailed website | | | | | | | | | |
| 2006-07 Ontario Discovery Guide - Winter 2006-07 | 1/2 page | 4,500 | 1 | 4,500 | 4,500 | | | | 4,500 |
| 2 Globe and Mail | | | | | | | | | |
| Targets the Toronto market | | | | | | | | | |
| 5 insertions (1 per month) | 4" w x 6" d | 2,200 | 5 | 11,000 | | | 11,000 | | 11,000 |
| 3 Regional Advertising | | | | | | | | | |
| Visitor Magazine - Winter 2006-07 | 1/2 page | 2,500 | 1 | 2,500 | | 2,500 | | | 2,500 |
| The Record (10 insertions) | 1/4 page | 850 | 10 | 8,500 | | 8,500 | | | 8,500 |
| | | | | | | | | | |
| 4 Local Advertising | | | | | | | | | |
| Guelph Mercury (10 insertions) | 1/4 page | 725 | 10 | 7,250 | 3,625 | 3,625 | | | 7,250 |
| Guelph Tribune (10 insertions) | 1/4 page | 267 | 10 | 2,670 | 1,335 | 1,335 | | | 2,670 |
| Wellington Advertiser (10 insertions) | 1/4 page | 382 | 10 | 3,820 | 1,910 | 1,910 | | | 3,820 |
| 5 Shakespeare Made in Canada tourism microsite | | | | | | | | | |
| Includes design and implementation | | 1,500 | 1 | 1,500 | 1,500 | | | | 1,500 |
| 6 Direct mail piece | | | | | | | | | |
| Promotes packages and events | | | | | | | | | |
| Design and printing of piece(Stratford Festival Database) | | 10,000 | 1 | 1.0,000 | | | 10,000 | | 10,000 |
| 7 Street Banner Program | | | | 20,000 | | 20,000 | | | 20,000 |
| Design and implementation(Gordon, Wellington, Stone, Downtown) | | | | | | | | | |
| 8 Radio spot - production and insertion | | 26,750 | 375 | 26,750 | | 13,375 | 13,375 | | 26,750 |
| 15 spots/week, 25 weeks | | | | | | | | | |
| 9 TV spot - production and insertion | | 125,000 | | | | | | | |
| | | | | | | | | | |
| # Banner ad (web) for Globe & Mail.com | | | | | | | | | |
| # Program Shell | | | 25000 | 4,000 | | | | 4,000 | 4,000 |
| 4 page/4 colour | | | | | | | | | · · · · · · · · · · · · · · · · · · · |
| | | | | 102,490 | 12,870 | 51,245 | 34,375 | 4,000 | 102,490 |
| TOTALS | | | | 102,490 | 12,010 | 01,240 | 1 34,373 | 1 4,000 | 102,490 |

Finance Confirmation

Departmental Approval

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| | | ù | | Ō | | | | ċ | מ | | P. | |
|--|---|---|----------------------|----------------|-------------------|---------------------------|------------------------|---|----------------------|-----------------------|--|------------------------------|
| | Will be an expansion in next years budget | <u>Council Direction</u> Pre-approval of next years budget | One time expenditure | Future Impacts | Surplus/(Deficit) | Total Budget Requirements | Recommended Allocation | Expenditures to date Future operating commitments Sub-Total | Broiotha Expondition | Total Approved Budget | Budget Approval: | Oper |
| | | | | | | | | | | | Acct # | ating Funding Insert Date |
| a transmission and the second se | No | No | Yes | | \$ (50,000) (A-B) | \$ 50,000 (1 | | \$ 50,000 \$ | | • | Total Budget | Operating Funding Summary |
| | | | | | A-B) | (B) | | | | | Annualized Impact of new New FTE's service (\$) required | Ŋ |





COMMUNITY SERVICES

Report:

TO: Finance, Administration & Community Services Committee

DATE: 2006/08/23

SUBJECT: YOUTH CENTRE SPACE AT DELHI COMMUNITY CENTRE

RECOMMENDATION:

- 1. That the attached proposal recommending space at Delhi Community Centre be received.
- 2. That the Community Services Recreation budget for 2006 variance includes start-up costs for the development of youth space at the Delhi Community Centre.
- 3. That a pre-budget commitment for the 2007 operating budget in the amount of \$17,000 for the development of youth centre space at the Delhi Community centre be approved.

BACKGROUND:

With the closure of Hansel & Gretel Cooperative Nursery School in March 2006, the Guelph Youth Council saw an opportunity for the City to take a leadership role and dedicate the vacant room to the creation of a Youth Centre.

REPORT:

The attached proposal outlines the development of the above mentioned space as well as additional future space at the Delhi Community Centre for the purposes of a youth drop-in centre in the City of Guelph. Youth Council members have worked with Tyler Young, Youth Services Coordinator to develop this proposal and will continue to provide consultation to the development of the identified space.

Continued start-up and operating costs for phase one and two of the youth centre space will be included as an increase to the 2007 operating budget.

CORPORATE STRATEGIC PLAN:

Enhancement of Community Wellness - youth require space where they can feel safe, develop their leadership skills, have ownership for programs and development of the space and participate in leisure activities in a supervised environment.

| Capital Exp | IMPLICATIONS: enses: Retrofits to building (2007 current capital budg | 2006 et) | 2007 \$7,000 |
|------------------------|---|----------------------------|---|
| Operating E Revenue | Expenses: Lost revenue (Room rentals) Wages (p.t. staff support) | \$ 4,300.00 \$ 3,600.00 | \$ 14,000.00 \$ 15,000.00 |
| Kevenue | Anticipated Donations Youth Council Fundraising In Kind Volunteering 2006 Total: | \$ 2,000.00 \$5,900 | \$ 10,000.00 \$ 2,000.00 \$ 17,000* |

(* increase to be included in the 2007 operating budget)

DEPARTMENTAL CONSULTATION:

D. Kennedy - Director of Finance

COMMUNICATIONS:

N/A

ATTACHMENTS: Attachment 1 - Guelph Youth Centre Proposal

Prepared By:

Tyler Young Youth Services Coordinator 519-837-5625 x231 tyler.young@guelph.ca

Recommended By: Cindy Richardson Program Development & Delhi Centre Manager 519-837-5625 x224 cindy.richardson@guelph.ca

Recommended By: Gus Stahlmann Director of Community Services 519-837-5618 x224 gus.stahlmann@guelph.ca

Approved for Presentation: Larry Kotseff Chief Administrative Officer

Recommended By:

David Kennedy Director Of Finance/City Treasurer 519-837-5610 x5606 david.kennedy@guelph.ca

GUELPH YOUTH CENTRE - PROPOSAL -

AUGUST 2006





GUELPH YOUTH COUNCIL

The Guelph Youth Council is a group of local youth volunteers (ages 13 – 18), dedicated to enhancing the youth culture within our community. By regularly planning and implementing special events, engaging in community initiatives that pertain to youth, and networking with other youth-based services and agencies, the council assumes an active role in ensuring that the collective 'voice' of local youth is heard and represented throughout the community.

Over the past several months, the Youth Council has been busy working on a number of different activities. For example, they have planned and hosted activities for several groups of exchange students from Spain, France, and India. They have also been busy developing a couple of special events for our mobile skateboard park, and they are currently planning a 'Bandfest' event that will take place in mid-October. In addition to these events and activities, the Guelph Youth Council is working in partnership with the Guelph Youth Music Centre that will see them develop and host a monthly 'Open Mic' program beginning in September. In addition to these events and activities, the Youth Council is also reviewing their Business Plan and outlining goals for the next year. One of their biggest goals is the development of a comprehensive Youth Centre.



BACKGROUND

As community leaders, the City of Guelph and the Guelph Youth Council are making a commitment to local youth by embarking on a venture to develop a multi-faceted youth centre created in one of our City-owned community centres. This youth-friendly environment will target youth between the ages of 13 – 18, and will provide them with an opportunity to engage in various types of social, recreational, and leisure-based pursuits.

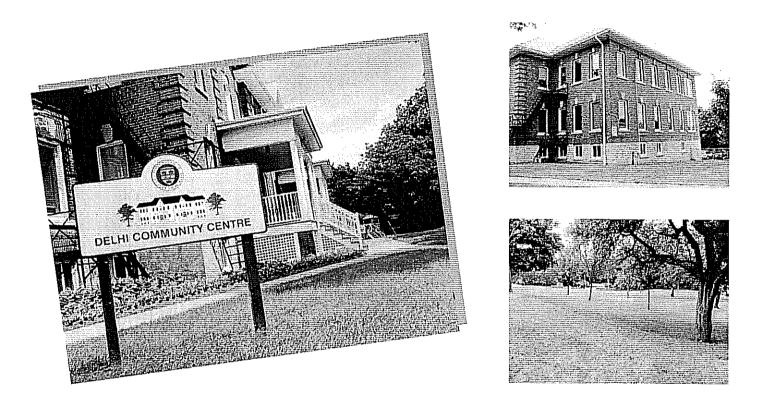
The emphasis will be placed on developing unstructured, drop-in style programming in an environment that is safe, welcoming, and accessible. In addition to these kinds of programs, the youth centre will also house the Guelph Youth Council and will function as a potential meeting space for youth-friendly agencies and organizations. An additional facet of the centre will be its ability to function as a community resource centre for youth by helping to link youth with various services and agencies throughout the community. The drop-in component of the centre will not have an admission charge associated with it.

As you can see, this project holds a great deal of potential; however, our efforts will be driven by available funding and resources. That is why we are presently seeking support from local service clubs, agencies, and organizations. By collaborating with youth service organizations and partners within the community, we believe that we can transform part of the Delhi Community Centre into a youth-friendly space that will meet the needs of local youth. It is hoped that this initial space at Delhi will generate substantial interest in the community and become a "starting point" – leading to a larger more permanent youth centre(s) in the future.





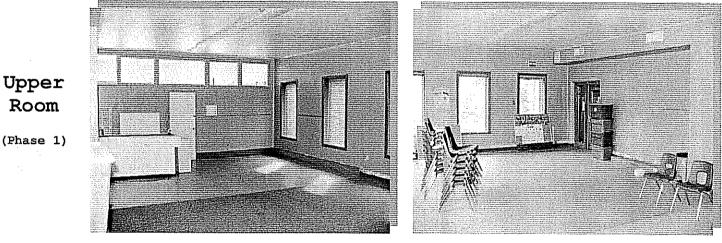
DELHI COMMUNITY CENTRE



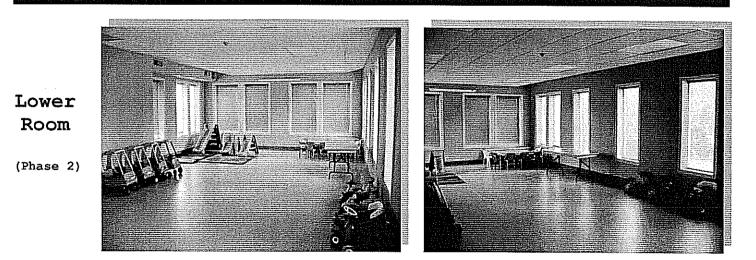
In order to meet the growing needs of our local youth population, the City of Guelph is allocating space at the Delhi Community Centre that will be used to house an innovative youth centre. With minimal retrofits, this particular space will provide a safe, accessible, and welcoming environment that can be used for various social, recreational, and leisure-based opportunities. The facility is located on a bus route and it is situated in close proximity to schools, shopping malls, and the downtown. We believe that the central location of the facility, its proximity to public transportation, and its program-friendly environment, help make the Delhi Community Centre an ideal location for a comprehensive youth centre. We are presently in the process of seeking community-minded organizations that are interested in assisting with this venture. A collaborative approach will help us ensure that we are reaching a diverse group of participants.

YOUTH CENTRE OVERVIEW

The youth centre will consist of two rooms - A room on the upper floor of the community centre and a room on the main floor. When in operation, the youth centre will essentially occupy one half of the Delhi Community Centre. The upper room will be used for quieter activities (studying, homework, socializing, meetings, etc.) and the lower room will be used for higher energy activities (games, music, etc.). As well, outdoor space on the grounds and in the parking lots can be used for larger physical activity pursuits. Space is also available at the centre for small group meetings or one-on-one counseling on an as-needed basis. Efforts will be made to address the issue of female participation in recreation programs. This innovative, multi-level design will allow us to stage many activities simultaneously.

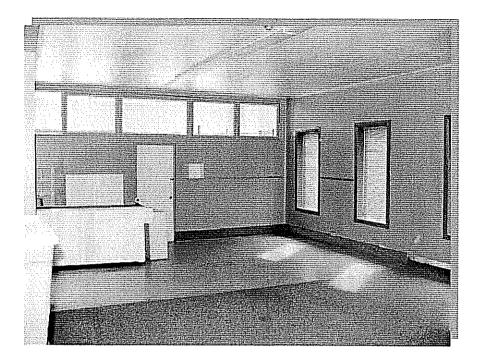


We will commence development on this room in September 2006



We will commence development on this room in January 2007

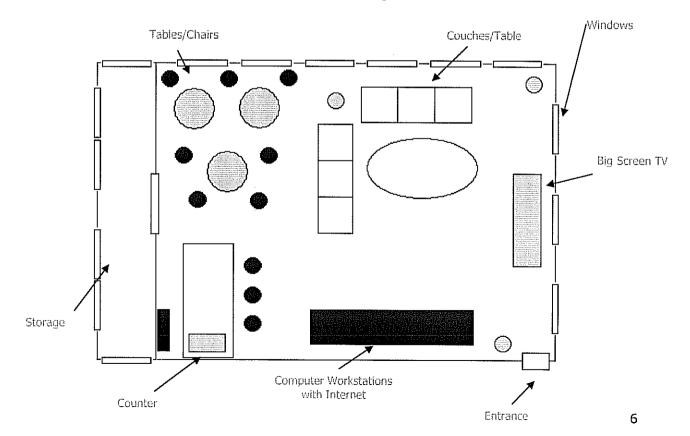
UPPER ROOM - PHASE 1



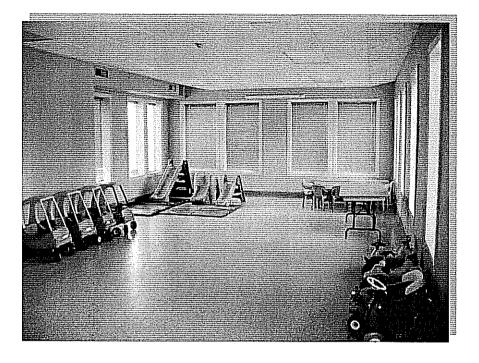
The Upper Room will consist of:

Big-Screen TV Couches Tables Chairs Computers/Internet Vending Machines Microwave Storage

"Draft" Room Lay-Out



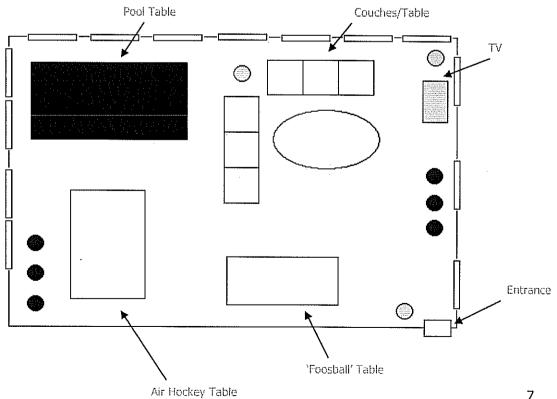
LOWER ROOM - PHASE 2



The Lower Room will consist of:

Television Couches Tables Chairs Pool Table Air Hockey Table 'Foosball' Table

"Draft" Room Lay-Out



WISH LIST' - EQUIPMENT

The following is a list of items and equipment that we will need in order to make the youth centre successful. We believe that the majority of these items (even those with approximate costs listed) can be donated by community-minded organizations, agencies, and individuals. All donors will be recognized as contributors to the development of the youth centre. A program will be developed to properly recognize all donors who contribute to the development of the youth centre.

| Ітем | APPROX. COST | ITEM | Approx. Cost |
|--------------------------------------|--------------|-------------------------------|--------------|
| Pool Table | \$3000 | Pamphlet Racks | \$200 |
| Big Screen Television (upper room) | \$3000 | Bookshelves | \$200 |
| Computers (x 2) | \$2000 | DVD Player | \$175 |
| Air Hockey Table | \$1500 | CD Player/Radio | \$125 |
| Refrigerator | \$1000 | Microwave | \$100 |
| 'Foosball' Table | \$900 | Bean Bag Chairs | \$100 |
| Smaller Television (lower room) | \$500 | Microphone | \$80 |
| Circular Café-style Tables (3 – 4) | \$500 | Bulletin Boards (2) | \$75 |
| Café-style Chairs (9 – 12) | \$500 | Basketballs | \$50 |
| Paint | \$400 | Couches (several) | Varies |
| Acoustic Guitar (1 or 2) | \$300 | Coffee Tables (several) | Varies |
| Electric Guitar (1 or 2) | \$300 | Computer Desks | Varies |
| X-Box '360' Video Game System | \$300 | Computer Chairs | Varies |
| Internet Installation | \$200 | Assorted DVD's | Varies |
| Cable Installation | \$200 | Assorted Lamps | Varies |
| Amplifier | \$275 | Assorted Chairs | Varies |
| Ball Hockey Nets (Outdoors) | \$250 | Assorted Board Games/Cards | Varies |
| Ball Hockey Equipment (sticks/balls, | etc) \$250 | Internet/Computer Maintenance | Varies |
| Portable Basketball Net | \$225 | Admin Supplies | Varies |



HOURS OF OPERATION

Initially, the Youth Centre will operate on two weekday afternoons and on weekends. These hours will be adjusted as the youth centre continues to grow and evolve. Ideally, the goal is to have the youth centre operate throughout the entire week. Below, is a breakdown of the costs associated with the operation of the youth centre. At present, we are looking for organizations that are willing to partner with us and cover some of the costs associated with operating the centre. For example, the part-time staff wages are a significant cost that would need to be addressed. Add to this, the costs associated with securing the necessary supplies and equipment, and it becomes apparent that establishing successful community-based partnerships is a critical component in developing a successful youth centre.

DELHI YOUTH CENTRE PROPOSED OPERATIONAL COSTS

Hours of Operation

| Thursdays 4:00 – 9:00 pm (| (5 hours) |
|----------------------------|-----------|
| Fridays 4:00 – 9:00 pm (| (5 hours) |
| | (8 hours) |
| Sundays 1:00 – 9:00 pm (| (8 hours) |

Total hours per week

26 hours

- The Youth Services Coordinator will be responsible for supervising the centre for one weekday afternoon (5 hours). The remainder of the hours will be covered by part-time staff.
- University placements and volunteers will also be incorporated into the staffing structure.
- The program structure allows for the development of unique mentoring opportunities between staff/volunteers and participants.

Annual Expenses

| | 2006 Start-up Costs | 2007 Operating Costs |
|---|---------------------|----------------------|
| Room Operating Costs Wages - Youth Services Coordinator | \$4,300 \$1,300 | \$14,000 |
| Retrofits to the Centre (Start-up costs) Part-time Wages | \$7,000 \$2,300 | \$15,000 |
| | \$14,900 | \$29,000 |
| Revenue | | |
| Partner and In-Kind Donations Fundraising | \$2,000 | \$10,000 \$2,000 |
| In-Kind Volunteering | | |
| | \$2,000 | \$12,000 |
| Total | \$12,900 | \$17,000 |

We anticipate that the youth centre will be implemented in two separate phases. The first phase will focus on providing unstructured, drop-in style programming, while the Youth Council works toward establishing numerous community partnerships. The second phase will focus on program development. This phase will be a collaborative effort between the Youth Services Coordinator, the Guelph Youth Council, and our community partners. The first phase will begin sometime in Fall 2006, and we anticipate the second phase commencing in the Summer of 2007.

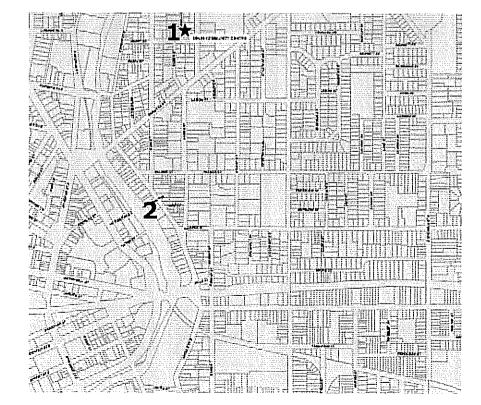
In order for the youth centre to be successful, we believe that a number of community partnerships need to be established. The Public Health Department has already expressed an interest in our project and there are a number of other agencies and organizations in our immediate proximity that may be interested as well (Family & Children Services, Guelph Community Health Centre, Homewood, Health Centre, J.F. Ross High School). In addition to these agencies and organizations, we will also be approaching other groups within the community. Finally, schools will also play a large role in the development of the youth centre and will be contacted during the planning process.

| 1 | Delhi Community Centre |
|---|---------------------------|
| | |

2 Downtown Core

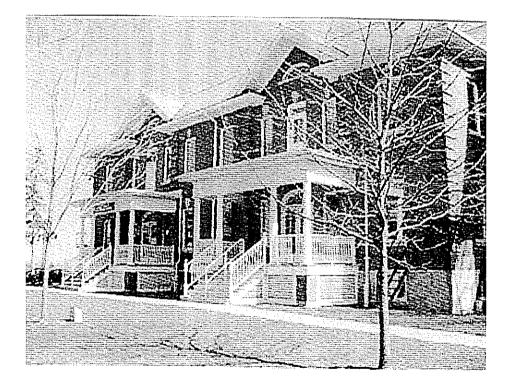
Not identified on the map but in close proximity are:

- John F. Ross H.S.
- Community Mental Health
- Homewood Health
 Centre
- King George P.S.



SUMMARY

As you can see, the Delhi Community Centre has the potential to house a thriving and comprehensive youth centre. The facility is accessible, is on a local bus route, and is in close proximity to areas where youth congregate (downtown, schools, etc.). Through effective community collaboration, we are confident that we can develop quality youth space that will address the growing need for safe, youth-friendly space in our community.







CORPORATE SERVICES

TO: Finance, Administration & Community Services Committee

DATE: 2006/09/13

SUBJECT: PROPOSED LAND EXCHANGE WITH GUELPH COUNTRY CLUB 70 WAVERLEY DRIVE AND WINDSOR PARK

RECOMMENDATION:

THAT the Mayor and Clerk be authorized to execute the agreement for the exchange of lands between the City of Guelph and The Guelph Country Club Limited as referenced in the report of the Director of Corporate Services and City Solicitor dated September 13, 2006;

AND THAT the City Solicitor be directed to complete the transaction including the execution of all Affidavits, Statutory Declarations and Undertakings required.

BACKGROUND:

At its meeting of May 2, 2005, Council provided the following in-camera direction:

"THAT staff be authorized to negotiate an agreement for the exchange of lands between the City of Guelph and the Guelph Country Club Limited and report back to Council through Committee."

REPORT:

Negotiations for the proposed land exchange have been protracted due to the complicated nature of the land exchange and the ongoing need to obtain detailed information to resolve issues. Staff have now concluded negotiations and are recommending approval of an agreement for a land exchange.

As Council will recall, the City property at 70 Waverley Drive was conveyed to the City for park purposes in 1954. The land is zoned P2 parkland. It does not

A Great Place to Call Home

currently function as active parkland, but comprises a drainage channel and unimproved land and has no direct access to the better-used parkland to the north. The proposed land exchange will result in an upgraded storm system and drainage channel as well as a direct connection from Waverley Drive to Windsor Park. The balance of the land provides the opportunity for a residential infill project.

The following are the salient aspects of the proposed agreement:

| Item | Details |
|-------------------|--|
| Lands and | 1 - Land: 0.16 acres (658.8 sq. m.) |
| interests to City | 2 - Permanent Easements: 0.4 acres (1,621.6 sq. m.) |
| Lands to Club | 3 – Land: 0.74 acres (3,000.7 sq. m.) |
| Conditional on | 1. Obtaining all development approvals, at Club's expense |
| the Club: | 2. Designing, preparing specifications and cost estimates for storm |
| | works, regrading, topsoil, sod, fencing, sidewalk |
| | 3. Providing letter of credit so that the City can tender the works |
| | 4. Providing a reference plan to describe the lands in the exchange |
| Conditional on | Declaring the City's lands surplus to the City's needs |
| the City: | 2. Providing notice to the public of the sale in accordance with the |
| | City's Surplus Property By-law, at the expense of the Club |
| | These conditions are to be fulfilled before December 31, 2009 or |
| | either party may terminate the agreement. |
| Legal fees: | Each party is responsible for their own legal fees. |
| Parkland | The City shall not require parkland dedication or cash-in-lieu in |
| Dedication | respect of the residential lots. This is on the basis that this initiative |
| | leads to an enhancement and expansion of Windsor Park. |
| Closing date: | Within 30 days of all conditions being met and all requirements of the |
| - | agreement being satisfied. |

Benefits to City:

- Creation of six infill lots on currently underutilized lands
- Windsor Park becomes extended and accessible from Waverley Drive
- Unused portion of 70 Waverley Drive no longer available for activities hidden along creek and in bushes
- Club bears all costs of development approvals
- Club responsible for design, specifications of upgraded storm system, regarding, sodding, fencing
- Club responsible for public sidewalks across park and six infill lots
- Club responsible for cost of legal survey
- Club responsible for all advertising costs relating to notice of sale
- Club responsible for lot servicing costs

The proposed agreement allows the Club to satisfy the conditions up to December 31, 2009 which is expected to provide more than sufficient time to deal with the development approval processes, but allows for delays should they arise.

Staff reviewed the possibility of a joint venture with the Club, sharing costs and revenues, but have concluded that there is little, if any, financial benefit to the City for its direct involvement. The proposed agreement allows the Club to proceed with little involvement of the City and staff are recommending that this agreement be approved.

CORPORATE STRATEGIC PLAN:

This initiative supports the following Corporate Strategic Directions:

- 1. T o manage growth in a balanced, sustainable manner.
- 4. To enhance community wellness.
- 5. To be strong environmental stewards.
- 6. To have exemplary management practices.

FINANCIAL IMPLICATIONS:

The City is responsible for its own legal costs which will be from 609-0100. All other costs associated with the agreement are for The Guelph Country Club Limited.

DEPARTMENTAL CONSULTATION:

This initiative has involved Planning Services, including the Park Planning group, Engineering Services, and Legal Services.

COMMUNICATIONS:

The Waverley Neighbourhood Group Board is aware of this initiative and are supportive.

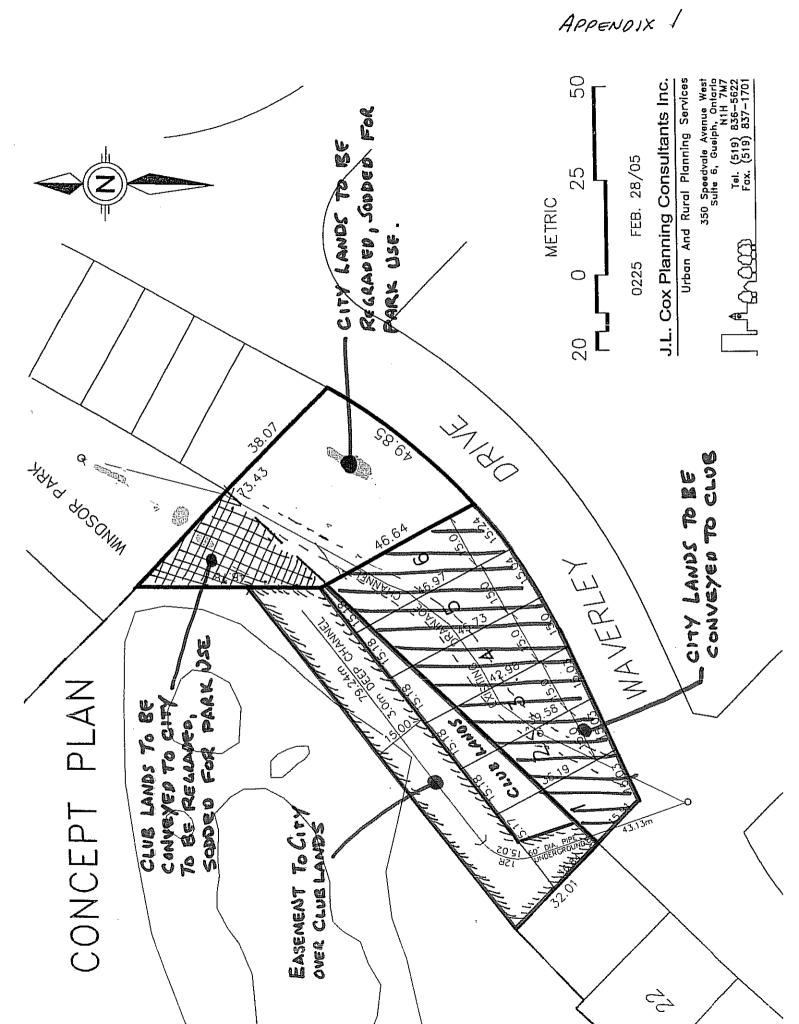
ATTACHMENTS:

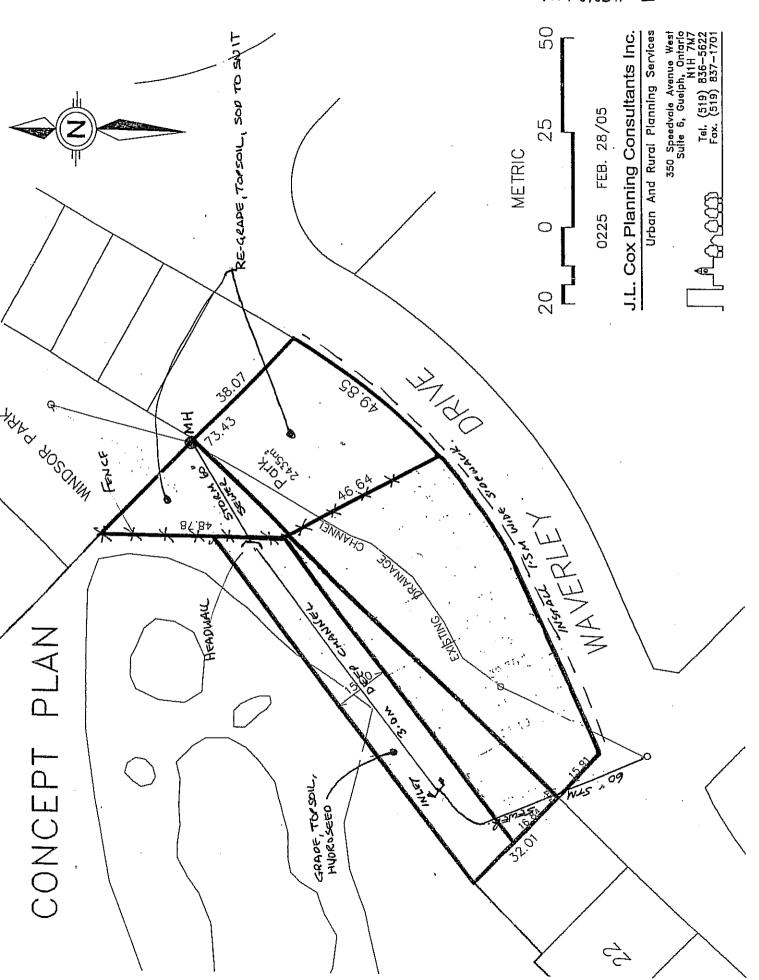
Appendix 1 – Sketch showing land exchange Appendix 2 – Sketch showing work to be completed at Club's expense

Prepared By: Jim Stokes Manager of Realty Services 519-822-1260 Ext. 2279 jim.stokes@guelph.ca

Recommended By: Lois E. Payne Director of Corporate Services and City Solicitor 519-822-1260 Ext. 2288 lois.payne@guelph.ca

Approved for Presentation: Larry Kotseff Chief Administrative Officer





APPENDIX 2





CORPORATE SERVICES

TO: Finance, Administration & Community Services Committee

DATE: 2006/9/13

SUBJECT: WESTMINISTER WOODS LICENSE TO INSTALL AND MAINTAIN FEATURES ON CITY LANDS

RECOMMENDATION:

THAT a license agreement, that replaces and expands upon existing license agreements, between the City and Westminister Woods Ltd. to allow Westminister Woods Ltd. to install and maintain features on City lands and roads be approved and the Mayor and Clerk be authorized to execute the agreement;

THAT a reserve fund, the "Westminister Woods Reserve Fund" be established by the City and maintained through contributions by Westminister Woods Ltd., or its assigns, to cover the costs of emergency repairs or removal of Westminister's works on, and the restoration of, City lands under license between the City and Westminister Woods Ltd.

BACKGROUND:

Condition 59 of draft plan approval for Westminister Woods East subdivision is as follows:

"Prior to the registration of any portion of the subdivision containing enhanced landscape features, the developer or their agent shall apply to the City for a license to maintain certain enhanced landscape features on behalf of the Common Element Condominium to be subsequently created and to be responsible for the maintenance of the enhanced landscape features which will be in City ownership, at a higher level of maintenance than is normally provided by the City, and such license agreement shall be to the satisfaction of the City and without limitations, shall include insurance and indemnity clauses which are satisfactory to the City."

REPORT:

Staff and Westminister Woods Ltd. have negotiated a license agreement that satisfies the condition and are recommending its approval.

In addition to the standard terms and conditions, the following are important aspects of this license agreement:

- This agreement replaces the September 2001 license agreement between the City and Westminister that allowed for similar installations in the Westminister Woods West plan of subdivision. This agreement will cover all of the existing and future development of the Westminister lands, as shown on Appendix 1, and avoids the need for multiple agreements.
- The license is perpetual, but may be terminated by the City upon 30 days notice. This agreement cannot be terminated by Westminister or the condominim corporations to which it may be assigned. It can only be terminated by the City. This avoids the possibility of the City having to deal with conflicting interests between the condominium corporations comprising the development.
- Westminister agrees to pay \$2,000 to the City upon execution in consideration of the development of this agreement.
- The works shall be maintained in a condition to the satisfaction of the City. The works can include what is listed in Appendix 2, subject to prior written approval by the Director of Planning & Development Services or his designate and shall be in accordance with plans, specifications, maintenance schedules, and any other documentation required by the City through the approval process.
- Westminister will install and maintain signage at locations shown on Appendix 3 indicating "At the request of Westminister Woods, the City has agreed to allow these City lands to be maintained, to a standard that may exceed City standards, by the condominium corporations comprising this neighbourhood." Westminister shall issue an annual communications to all property owners in the development explaining the ownership of the City lands and an outline of the terms of this agreement.

- A City reserve fund shall be established in the initial amount of \$35,000 from Westminister to deal with the possible future removal of the works and restoration of the lands if the agreement is terminated or for emergency repair of the works. The reserve fund shall be maintained by contributions from Westminister in accordance with an engineer's report every three years that estimates the costs for removal of the works and restoration of the lands plus a ten percent contingency. Interest will not be allocated to this reserve. The engineer's report shall also be used to estimate appropriate contributions to the reserve funds of the condominium corporations to deal with ongoing repair and replacement of the works. The engineer's report shall also assess the condition of the City's lands and identify if any condition exists or is expected that could cause the lands to fail to perform, or perform poorly, the purpose for which the City holds the lands.
- Agreement is assignable to the condominium corporations comprising the development subject to all terms of agreement having been complied with, the reserve fund being in funds as required under the agreement, and the City being in possession of insurance certificates from the condominium corporations. It cannot be assigned further.

CORPORATE STRATEGIC PLAN:

This initiative supports the following Corporate Strategic Directions:

- 4. To enhance community wellness.
- 6. To have exemplary management practices.

FINANCIAL IMPLICATIONS:

A reserve fund must be established and is being recommended. The \$2,000 payment in consideration of the development of this agreement shall be placed in 609-0100.

DEPARTMENTAL CONSULTATION:

Various groups under Planning & Development Services were consulted and the agreement was developed by Realty Services and reviewed by Legal Services.

ATTACHMENTS:

Appendix 1 – Lands affected by Agreement

Appendix 2 – The 'Works'

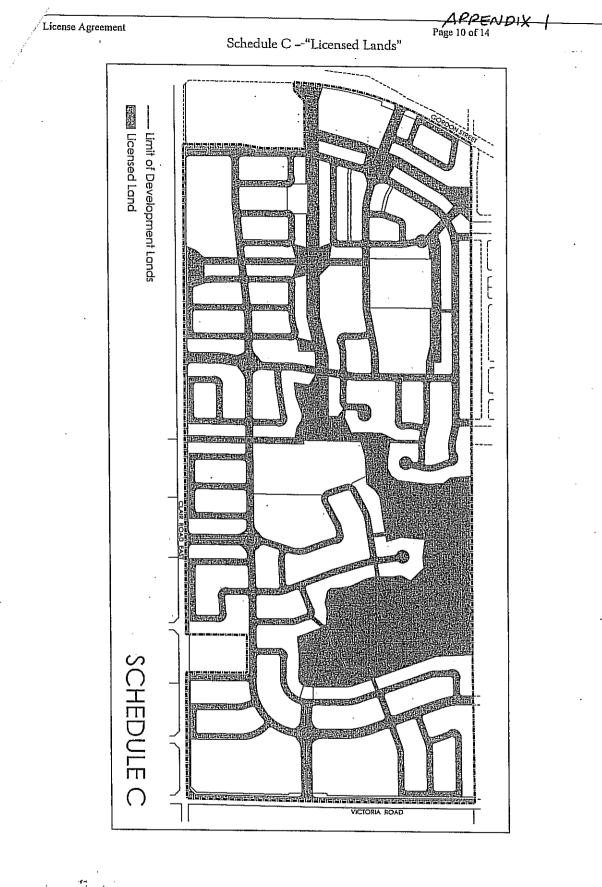
Appendix 3 – Signage Locations

Prepared By: Jim Stokes Manager of Realty Services 519-822-1260 Ext. 2279 jim.stokes@guelph.ca

Recommended By: Lois E. Payne Director of Corporate Services and City Solicitor 519-822-1260 Ext. 2288 lois.payne@guelph.ca

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Approved for Presentation: Larry Kotseff Chief Administrative Officer



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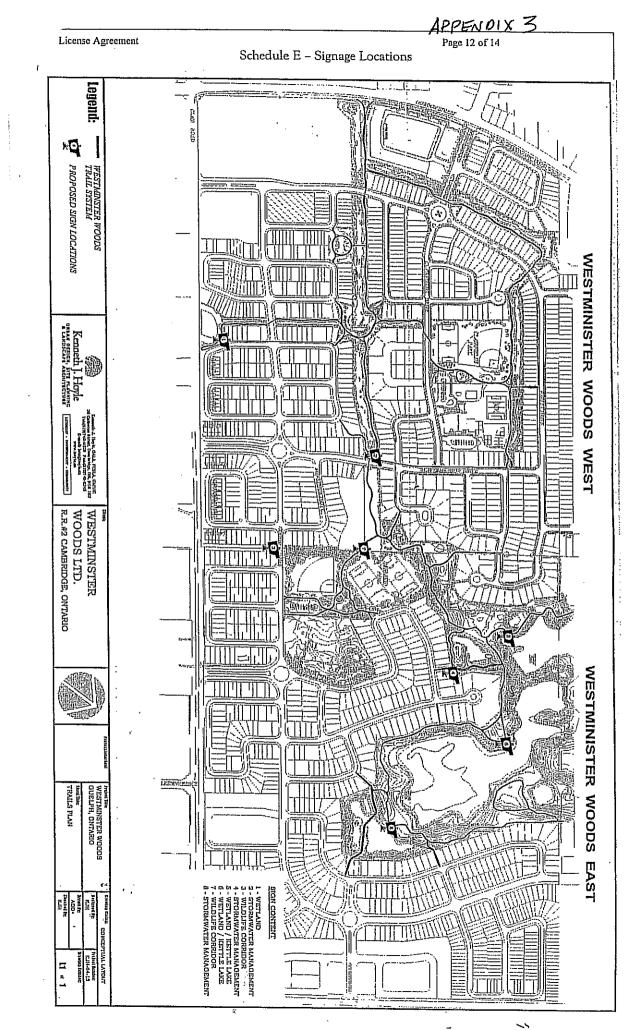
APPENDIX 2

Part A – "City Road Works"

| Features | Conditions |
|--------------------------------------|--------------------------------------|
| Entry gate towers | As per drawings, specifications, |
| Median masonry garden walls | maintenance schedules and any other |
| Irrigation systems | documentation required by the City, |
| Decorative street poles and fixtures | approved by the Director of Planning |
| Paving | & Building Services, his or her |
| Stone treatment on boulevard | successor or designate. |
| Tree grates | |
| Decorative tree lighting | |
| Clock tower | |
| Roadside turf | |
| Plazas with benches | |
| Other | |

Part B – "City Land Works"

| Features | Conditions |
|------------------------------------|--|
| Extensive tree and shrub plantings | As per drawings, specifications, |
| Paved and unpaved trail surfaces | maintenance schedules and any other |
| Landscaping armour stone | documentation required by the City, |
| Bridge structures | approved by the Director of Planning & |
| Replicated heritage works (pig | Building Services, his or her successor, |
| barn ruins and well) | or designate. |
| Park benches exercise and seating | |
| areas | |
| Grass Cutting | |
| Other | |







Report:

COMMUNITY SERVICES

TO: Finance, Administration & Community Services Committee

DATE: 2006/08/13

SUBJECT: GUELPH SOCCER CLUB PROPOSAL TO DEVELOP AN INDOOR SPORTS FACILITY AT CENTENNIAL PARK AS A MUNICIPAL CAPITAL FACILITY

RECOMMENDATION:

THAT the Mayor and Clerk be authorized to execute an agreement with Guelph Community Sports for the development and operation of an indoor soccer and sports facility on City-owned lands at Centennial Park subject to the form and content of the final agreement being satisfactory to the Director of Community Services, the Director of Finance, and the Director of Corporate Services and City Solicitor;

AND THAT the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports be declared a municipal capital facility under Section 110 of the Municipal Act for the purposes of the municipality for public use;

AND THAT, in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, staff be directed to bring forward a by-law for Council's consideration for possible exemptions with respect to taxes and development charges;

AND THAT, in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, actual servicing costs for the proposed indoor sports facility of up to a maximum of \$100,000 be paid by the City from the 2006 capital budget from the approved St. Georges Park washroom project;

AND THAT, in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, the Director of Finance be authorized to release funds from the capital reserve

account to be established under the agreement between the City and Guelph Community Sports;

AND THAT, in respect of the proposed indoor soccer and sports facility in Centennial Park to be developed and operated by Guelph Community Sports, the Director of Finance be authorized to execute any documentation necessary to guarantee a bank loan to Guelph Community Sports, subject to the terms and conditions of the agreement between the City and Guelph Community Sports.

BACKGROUND:

At its meeting of October 12, 2005, the Community Services Committee authorized staff to negotiate with Guelph Soccer for an indoor facility at Centennial Park as a municipal capital facility under Section 110 of the Ontario Municipal Act, to investigate all aspects for exemptions under this section, and to report back to Committee.

Guelph Soccer has created a new corporation, Guelph Community Sports (GCS), specifically for this project, and the proposed agreement will be between the City and GCS.

REPORT:

Municipal Capital Facility

The Municipal Act and associated regulations allow municipalities to enter into agreements for the provision of municipal capital facilities. Among other things, such facilities can be for recreational purposes. Agreements for such facilities must provide that:

- a) The municipality owns or agrees to purchase or will own on reversion of the property, the municipal capital facilities, including the land where they are situated; and
- b) The Council has declared by resolution that the municipal capital facilities are for the purposes of the municipality and are for public use.

Under the proposed agreement, the City would lease the land to GCS and the City will own the facilities upon expiry or earlier termination of the agreement. The proposed resolution expressly indicates that the facility is for the purposes of the municipality for public use. This facility will be available to the general public on a user-pay basis.

Negotiations with GCS representatives have resulted in the terms of an agreement being finalized and it is expected that the agreement will be signed by GCS before this report is presented to Council.

The following summarizes the main aspects of the proposed agreement:

| ltem | Details | | | |
|---|--|--|--|--|
| Parties to | Guelph Community Sports (GCS) and the City of Guelph | | | |
| Agreement | | | | |
| Soccer and Sports Facility | 240 feet by 142 feet air supported structure with a 200 feet by 100 feet playing surface, and a 3,000 square foot building for offices and change rooms. The estimated cost of the facility is \$1.2 million which will be purchased, not leased, by the club. See Appendix 1 for a site plan concept and Appendix 2 for facility layout concept. | | | |
| Funding | Guelph Soccer will be contributing approximately \$379,100 and securing a loan for the balance of approximately \$900,000, which loan is to be guaranteed by the City. | | | |
| Proposed Contributions from City | Land – estimated lease value of \$20,000 -\$30,000 per year Tax Exemption – estimated value of \$44,147 per year Development Charge Exemption – estimated value of \$261,710 Site servicing costs – up to a maximum of \$100,000 Note: The agreement can be terminated by GCS if exemptions are not granted. | | | |
| Term of Agreement | 25 years, commencing October 1, 2006 | | | |
| Extension | GCS has right to extend the term for an additional 25 years on the same terms and conditions, save for further extension | | | |
| Carefree to City | Agreement shall be net and carefree to City and all costs shall be for GCS. | | | |
| Use of Facilities | Restricted to providing recreational activities and such other approved activities as provided for in GCS's corporate by-laws. | | | |
| Maintenance | GCS is responsible for all maintenance of the facility | | | |
| Naming Rights | GCS shall be permitted to name the facilities subject to written approval of the City. | | | |
| Insurance | GCS shall insure the facilities under terms and conditions satisfactory to the City, including general liability insurance. | | | |
| Indemnification | GCS fully indemnifies the City against all liabilities, except matters arising from acts of the City or by anyone for whom the City is in law responsible. | | | |
| Possible Uses | Soccer, golf, lawn bowling, baseball, ultimate sports, special events. | | | |
| City Uses | The City shall have up to 50 hours per quarter year of use of the facility, subject to a minimum 120 days notice of the proposed use at times that the facility has not yet been scheduled. GCS has estimated that rental rates for use of the facility will be \$160.00 per hour. This equates to a value to the City of \$32,000 per year or \$800,000 when extrapolated over the initial 25 year Term at the same rate. | | | |
| Ownership at Expiry or Termination of Agreement | At expiry or earlier termination of the agreement, the City becomes the owner of the facilities. | | | |
| Capital Reserve | A capital reserve shall be maintained by GCS to cover capital | | | |

| | replacements at the facility. The reserve shall be held in a City bank account that will be accessible by GCS for scheduled capital replacements under strict control of the City. For examples, the playing surfaces have a life expectancy of about 8 years and the dome has a life expectancy of about 15 years. Replacement costs for such items will be accrued over time in the capital reserve. The fund will be no less than \$40,000 during the first five years, representing demolition, removal, and restoration costs in the event that such action is warranted. Contributions to the capital reserve will be based on an engineer's cost estimate every five years during the term or more often if/when structural assessments are required by legislation. |
|-------------|--|
| Information | GCS is required to provide an annual report and audited financial statements. |

Assistance by Municipality

The Municipal Act allows municipalities to provide financial or other assistance at less than fair market value or at no cost to anyone who has entered into an agreement to provide a municipal capital facility, including, amongst other things, leasing property and guaranteeing borrowing.

Lease of Land

An appraisal of market rent has not been obtained, but staff estimate rents could be in the range of \$20-\$30,000 per year for the 0.84 acre site. The proposed agreement provides a lease of the land for the facility at no cost to GCS.

Loan Guarantee

The proposed agreement also provides a guarantee of the bank loan required by GCS under the following conditions:

- a. That the value of the loan not exceed \$900,000;
- b. That the loan is secured on our before October 1, 2008;
- c. That the loan be secured through a bank designated by the City;
- d. That the term and amortization period of the loan not exceed ten (10) years;
- e. That GCS is in compliance with all of the terms and conditions of this Agreement during the term of this Agreement;
- f. GCS shall purchase, not lease, the buildings, facilities, and other improvements, except the possibility of air conditioning after the initial improvements are complete; and
- g. That GCS applies all sponsorship monies, facility naming rights monies, donations, monies derived by fund raising efforts, and 20% of surplus cash flows to the early retirement of the loan.

Tax and Development Charge Exemptions

The Municipal Act and associated regulations allow municipalities to exempt municipal capital facilities from tax and development charges.

Tax Exemption

Council may exempt land for municipal capital facilities on the following conditions:

- a. The land is subject a municipal capital facility agreement; and
- b. The land is owned or leased by the person under the agreement; and
- c. The land is entirely occupied and used or intended for use for a service or function that may be provided by a City.

This proposal meets these criteria and staff are recommending a by-law be brought forward for Council to consider granting an exemption. The annual tax, at current rates, is estimated at \$44,147 per year.

Development Charges Exemption

Council may pass a by-law exempting a municipal capital facility from development charges and staff are recommending that a by-law be brought forward for Council to consider granting an exemption. The estimated value of development charges is \$261,710.

Business Plan

Guelph Soccer has provided a business plan and financial projections indicating that this project is viable.

Conclusion

Staff are recommending approval of the proposed agreement and proceeding with this municipal capital facility to provide an indoor soccer and sports facility at Centennial Park.

CORPORATE STRATEGIC PLAN:

This proposed indoor sports facility supports the City of Guelph moving forward in two specific strategic directions;

- 1. The facility will help to "enhance community wellness" by ensuring the accessibility and safety of facilities, services and programs in Guelph, and by partnering with community-based agencies to improve health and leisure services and health promotion.
- 2. The project meets the City's strategic direction "to have exemplary management practices" by building on relationships with stakeholder to enhance our service provision.

FINANCIAL IMPLICATIONS:

The City and school board forego tax on this property. Taxes are estimated at \$44,147 per year, based on current rates and the estimated \$1.2m project value. No taxes are currently payable on this property, therefore there is no real cost to the City or School Board.

The City foregoes an estimated \$261,710 for development charges for this project.

The maximum \$100,000 contribution towards the actual cost of site servicing connections will be funded from the Parks 2006 capital budget - Project RP0084 - St. George's Park washroom (\$100,000), this project will be will be re-budgeted in a future Capital Budget.

DEPARTMENTAL CONSULTATION/CONCURRENCE:

Over the past number months a number of meetings have been held between the Guelph Soccer Club and staff from the following departments:

Community Services, Corporate Services (Legal Services and Realty Services), Finance, Planning & Development Services (Planning Services and Visitor & Convention Services)

Finance has reviewed the GCS business plan, project financing, and the financial aspects of the agreement.

Planning Services has reviewed the proposed concept for the facility and confirmed that full Site Plan Approval under Section 41 of the Planning Act will not be required for the project. The project is not considered to be complicated from a zoning and site design perspective and municipal services are readily available. Staff has advised that site servicing details, grading and drainage information around the periphery of the building and the setback of the building from the property line will need to be provided when the application for building permit is made. These details will be reviewed and approved by Planning and Engineering staff as part of the building permit review

Visitors and Convention Services has been involved in possible tourist opportunities that this facility could have in the community.

COMMUNICATIONS:

At its August 10, 2005 meeting the Community Services Committee directed staff to conduct a public input process for an indoor soccer centre in Centennial Park. A public meeting was held on September 7, 2005 to review the proposed project details with the surrounding Centennial Park neighbourhood. Media notices and letters to residents were provided. Representatives from Guelph Soccer and the City made a formal presentation. Generally the information was well received by the residents who attended the meeting.

ATTACHMENTS:

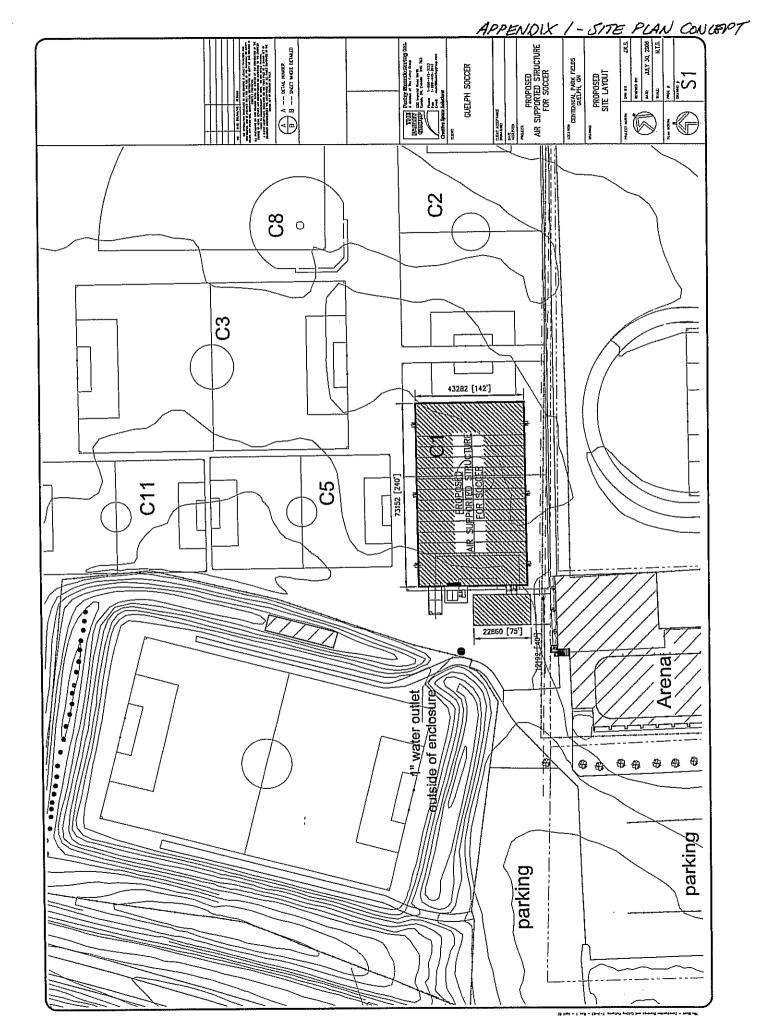
Appendix 1 – Site Plan Concept Appendix 2 – Facility Layout Concept

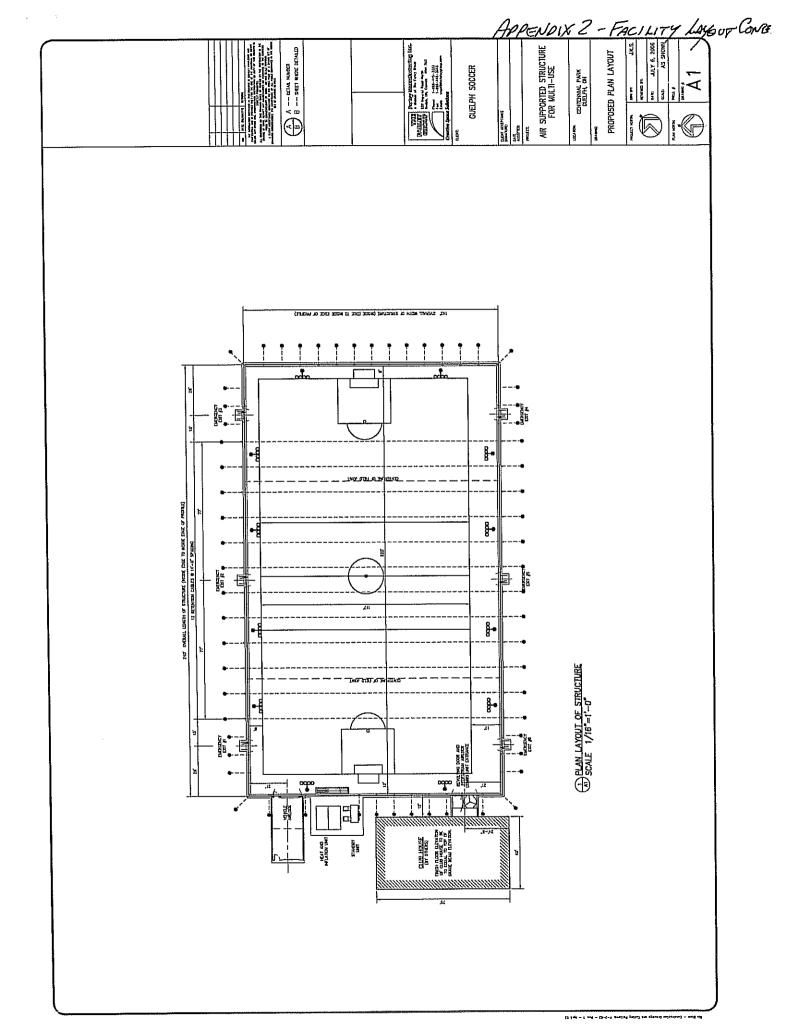
Prepared By: Jim Stokes Manager of Realty Services 519-822-1260 Ext. 2279 jim.stokes@guelph.ca

Recommended By: David Kennedy Director of Finance 822-1260 ext 5606 david.kennedy@guelph.ca

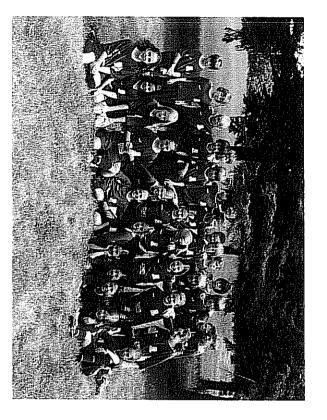
Recommended By: Gus Stahlmann Director of Community Services 519-837-5618 ext 224 gus.stahlmann@guelph.ca

Approved for Presentation: Larry Kotseff Chief Administrative Officer





Centennial Community Athletics Centre Guelph Community Sports Guelph Soccer





Guebh Soccer

Business Plan

- 5 Year Comprehensive Plan for a Centre of Sports Excellence
- A 40 Year History of Service and Financial Leadership in Guelph

Research

- Demographics and Sustained Growth
- Provincial Policies
- Comparable Analysis: Cities and Organizations

Challenges

Facilities

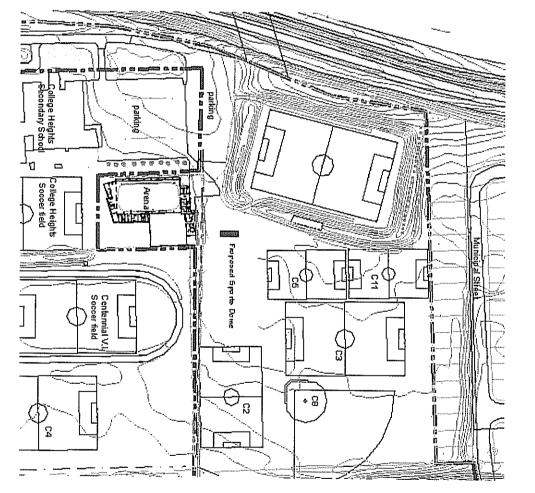
- Outdoor and Indoor
- Inadequate to meet needs and requirements
- Prevents the development of sports excellence
- No capacity for growing soccer and tournament opportunities
- L L Absence of an Indoor Multi-Sport Facility with

The Vision

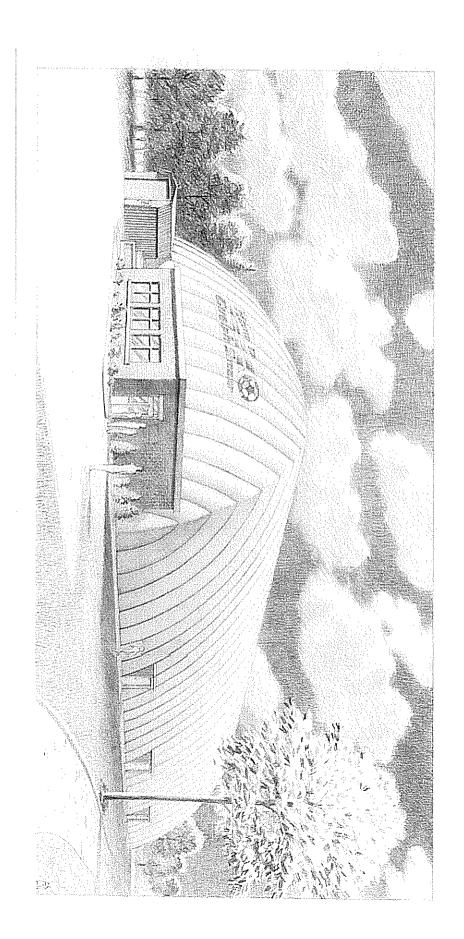
A Centre of Sports Excellence Accessible to Everyone

- An Indoor, Year-Round Community Sports Facility
- First Class Sports Turf
- Multi-Sport
- Sports Classroom
- Sports Administration Building

Close to Services Near other Facilities

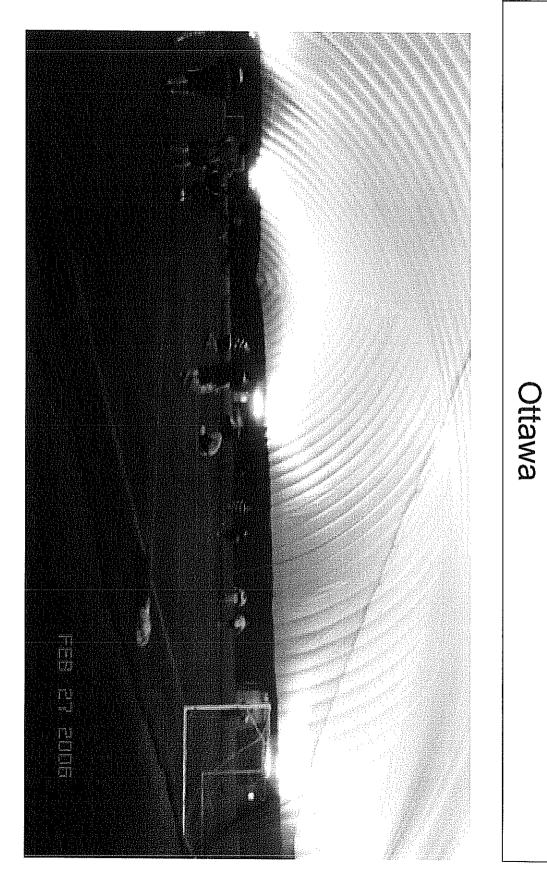






Concept Drawing

View from Entrance



The Coliseum

Business Mode

- A proven business model: City of Burlington
- Professional expertise and analysis
- Thirty year financial projection
- Focused management: GCS
- Interest: Lacrosse, Baseball, Football, Frisbee, Track, U of G and Soccer
- and Open to All A Multi-Use Facility for the Sports Community

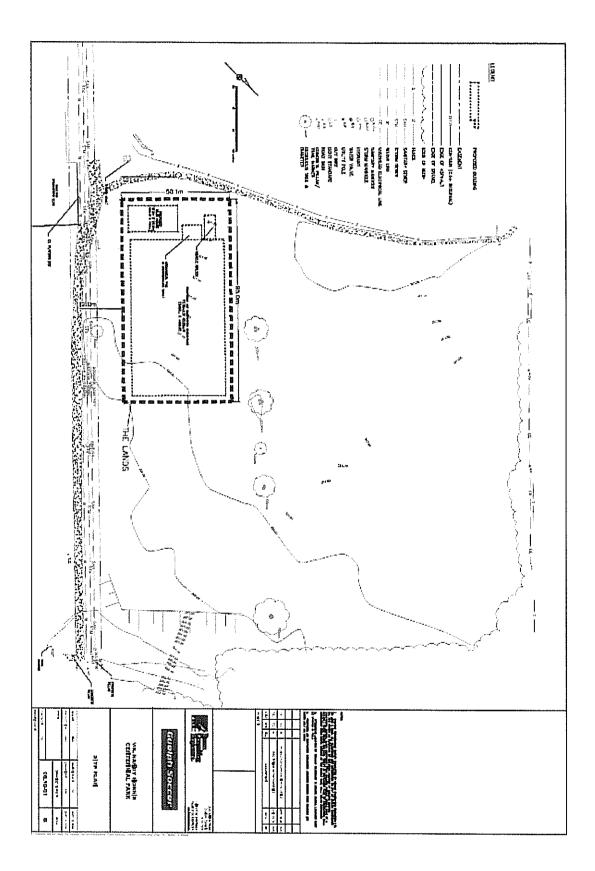
City Contributions

- Municipal Capital Facility Designation
- Taxes
- Development Charges
- Servicing Costs
- Land Lease 25 plus 25
- Loan Guarantee

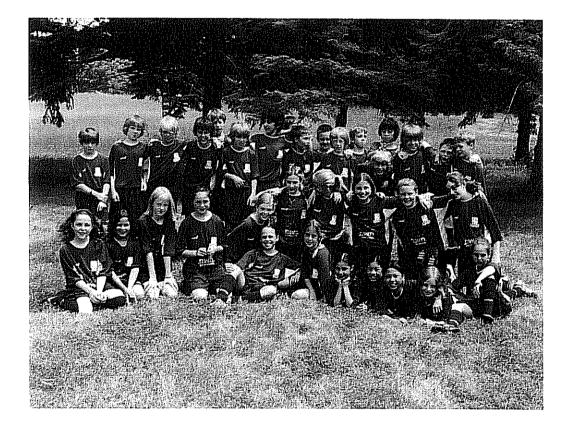
Gos Contributions

- \$500,000: down payment and auxiliary costs
- Cash Shortfall Guelph Soccer
- Free City Use in Facility = \$800,000
- Professional Fundraising Campaign, Paid to the Guaranteed Loan Sponsorship Campaign and Advertising Monies
- Loan priority and amortization
- 1 Guaranteed Loan -10 years
- 2 Guelph Soccer no interest, 15 years

| TOTAL \$ 1 | Administrative Building Equipment Costs (Goals, Bleachers, etc.) \$ | Dome Interior Curtains Field Surface \$ | ConeDomeDomeGrade BeanLimestone CrushingElectrical and plumbingCisternConstruction Supervision and CraneFabric tedlar coatingWind sensor |
|------------|--|--|--|
| 1,202,100 | 260,000 32,100 | 30,000 <u>168,000</u> 198,000 | 490,000 80,000 25,000 35,000 25,000 8,500 40,000 8,500 712,000 |







Centennial Community Athletics Centre

Guelph Community Sports & Guelph Soccer

September 2006

Introduction

The proposed facility is much more than a soccer centre. It provides the citizens of Guelph with a facility at the forefront of the new health and fitness promotion strategy now endorsed by the Government of Ontario.

The facility as proposed readily meets the present Ontario government's target to increase sport and physical activity as identified in the *ACTIVE 2010* strategy. This strategy is an attempt to reduce soaring health care costs and provide a better quality of life for Ontario residents

One of the stated goals is to have the Ontario population become significantly more active. The creation of the *ACTIVE 2010* program in 2005 attempts to address this issue:

'Through promotion and education initiatives, and the enhancing of local community opportunities to be active, we have set a course to increase the level of physical activity to 55% by the end of the decade.'

Hon Jim Watson, Minister of Health Promotion introductory comments to the ACTIVE 2010: Ontario's Sport and Physical Activity Strategy document.

It has become quite apparent that Ontario, Canada and the rest of the westernized world is facing a health care crisis. Until recently government responses were to bolster the medical establishment with ever increasing allotments of money. Needless to say curative measures are significantly more costly than preventative. In response to this fiscal and health care crisis the government of Ontario has initiated the *ACTIVE 2010* strategy.

'There are numerous benefits associated with habitual physical activity and sport participation, including: increased longevity, psychological well – being, promotion of pro – social behaviours and improved social cohesion: increase labour force productivity: higher student achievement: and, support for economic growth of cities. Research findings have also established strong links between regular sport participation and physical activity and the prevention and management of certain chronic diseases, such as colon cancer, cardiovascular disease, type II diabetes, osteoporosis, obesity and depression.'

Page 6 ACTIVE 2010 Introduction

Introduction

As a multi sport and physical activity complex, it will meet one of the key identified strategies;

'It (Active 2010) encompasses an integrated approach to delivering affordable, accessible and sustainable programs and services that lead to long term solutions'

Page 7 Active 2010 Strategy

As a stakeholder in the health and welfare of the citizens of Guelph, it would be sensible to recognize that Guelph Soccer has taken a pro-active approach that will benefit the people of Guelph in a vast number of ways.

In addition to usage by soccer there are a number of potential user groups or initiatives that may return revenue to help offset operating costs

Target Activities

- Fitness
- Training and/ or High Performance
- Competition
- Sport Leagues/Golf
- One Time Large Venue Usage

<u>Guelph Soccer Business Plan 2005-2009</u> <u>Core Strengths & Capabilities</u>

The Club incorporates and enjoys several core strengths and capabilities:

- 1. History 40 years of Club growth and development (the Club was established in 1966).
- 2. Strong Community Support Support for the Club's soccer program is indicated by growth in player registrations, strong volunteer support and community sponsorship of over \$60,000 in 2006.
- 3. Participant Retention and Loyalty About 84% or more of registrants return to the Club each year.
- 4. Growth of Soccer Nationally Nationally, soccer is the largest participatory sport in Canada. Soccer is one of the fastest growing too. Soccer growth since 1988 has been over 8% annually and is expected to remain strong for the next decade.
- 5. **Protected Youth Soccer Market** No other youth soccer program can be sanctioned or be part of the Ontario Soccer Association (OSA) in the City of Guelph. Without OSA membership, it is difficult to get reasonably priced insurance and use sanctioned referees.
- 6. **Positive Fiscal Track Record & Position** The Club has a track record of positive revenue generation over the past seven years, and a \$750,000 operating reserve.
- 7. Focused Board of Directors The Board is focused on strengthening the program, the operational capability and the governance of the Club. The Board has significant business experience, community connections and involvement with an average of four years of service to Guelph Soccer.
- 8. Core Commitment The Club is committed to program excellence, strong volunteer development and support, management excellence, fiscal prudence, superior facilities and community partnership.
- 9. New Constitution The core requirements for growth and development were embedded in a new constitution that was adopted at a special meeting of the Club in November 2004
- 10. Business Plan The business plan promotes growth and development with a comprehensive program for measuring performance and progress against the stated goals and objectives of the Club. Market & Business Opportunity.
- 11. **Resources** The Club has the vision, energy, and resources to give towards the creation of a Centre for Sports Excellence.

The Vision

This is a community recreation facility that fills a gap in the services available within the City of Guelph. Comparable communities in southwestern Ontario have had similar indoor facilities for 20 years.

Guelph Soccer is proposing a facility that can continue to expand its service to the large and growing soccer community in Guelph as well as serving the needs of other sporting groups and the community as a whole.

The proposed facility expands recreational services in Guelph and provides its citizens with a year round indoor facility for many athletic activities.

The Site

The proposed Centennial Community Athletics Centre is sited on the grounds of Centennial Park. The park is easily accessible as it is located at the corner of the Hanlon Parkway (Highway 6) and College Avenue West.

Once on the grounds, one can see that the proposed Centennial Community Athletics Centre is centrally located on the park grounds. It is situated near the existing outdoor soccer bowl as well as to several soccer pitches belonging to Centennial Vocational Institute and College Heights Secondary School. These schools also have indoor recreational facilities which are utilized by both students and the general public. The grounds also houses Centennial Arena.

Business Model

Guelph Community Sports will operate the indoor facility which is a multi-use facility for the sports community and will be open to all in the community. The management of the facility will be based upon a proven business model utilized in Burlington which has had an indoor "bubble" facility in operation for approximately 5 years.

Robinson Lott & Brohman has provided Guelph Community Sports with its professional expertise and analysis of the facility's business model. As part of its business model process, Guelph Community Sports developed a 30 year cash projection analysis which was assessed by Robinson Lott & Brohman.

The proposed facility will have Guelph Soccer as its major anchor tenant. In addition, expressions of interest have been received from: lacrosse; baseball; football; frisbee; track; the University of Guelph; and, other soccer programs.

Facility Management and Structure

A non-profit management organization - Guelph Community Sports - has been established independent of Guelph Soccer to manage the facility. The organization will be managed by a professional manager and a Board of Directors comprised of Guelph Soccer representatives, community representatives and a representative from the various users groups that will rent space in the facility.

By creating a separate management structure, Guelph Soccer can ensure that its main operations remain strong for the considerable future as its own business plan has detailed. It will also ensure that the indoor facility has a clear direction and remains committed to its own financial success.

The Guelph Community Sports organization will be dedicated to the management and success of the facility. It will also be committed to continuous improvement of sports facilities in the community through partnership-building and fundraising.

A draft terms of reference has been created and will be reviewed to ensure that there is clear direction for the proposed company.

Guelph Community Sports and Guelph Soccer are organizations which are committed to serving Guelph and its citizens. The proposed management structure of the indoor facility will ensure that community facilities in Guelph are improved and expanded for future generations.

Finances

Overview

The construction of the Centennial Community Athletics Centre indoor facility is budgeted at approximately \$ 1.2 million (please see *Appendix One* for further details)

<u>City Contributions</u>

The City of Guelph will designate the Centennial Community Athletics Centre as a municipal capital facility. As such, the City of Guelph will waive the collection of all taxes, development charges and contribute servicing costs associated with the construction of the facility. The City will provide to Guelph Community Sports a 25 year lease of the land for its designated use as an indoor soccer facility with a 25 year renewal use option.

The City of Guelph will guarantee a loan of up to \$ 900,000 that will be assumed by Guelph Community Sports for the construction of the Centennial Community Athletics Centre. In return for this guarantee, this loan shall be the first in order of repayment with respect to any and all debt incurred for the construction of the facility (see below).

Guelph Community Sports Contributions

Guelph Soccer will provide the start-up funds for the project through a loan to Guelph Community Sports in the amount of approximately \$ 379,100. These funds will be used for a down payment on the overall construction project costs; related professional fees; and, contingency fees.

In addition, Guelph Community Sports will also assume a loan of up to \$ 900,000 for the construction of the Centennial Community Athletics Centre. This loan will be guaranteed by the City of Guelph.

Guelph Community Sports will pay back two (2) loans for the facility project as follows:

Priority # 1: \$ 900,000 – Loan Guarantee (City of Guelph) – repayable over a 10 year period

Priority # 2: \$ 379,100 – Guelph Soccer Loan – repayable over a 15 year period

Finances

Fundraising Plan

Guelph Community Sports will partner with Ralph Basset Associates Inc., a Fergus-based professional fund development and special events management firm, to create and implement a comprehensive capital campaign plan to raise the funds for the construction of the Centennial Community Athletics Centre.

Ralph Basset Associates Inc. will develop and undertake a multi-faceted capital campaign to secure the monies needed to successfully meet the financial objectives of this project. The capital campaign will include, but not be limited to, the following activities:

- Development of the Campaign Case Statement
- Development of Campaign Materials
- Co-ordination & Management of Campaign Special Events (Kick-off and Wrap-up)
- Campaign Research & Proposal/Grant Writing to secure corporate, foundation and government support for the project
- ✤ Major Gift Cultivation, Solicitation and Recognition
- Secure Corporate Sponsorship & Advertising
- Volunteer Recruitment, Training and Recognition

A volunteer fundraising committee of Guelph Community Sports will be established to work in partnership with Ralph Basset Associates to execute the capital campaign plan.

Appendix One

Proposed Project Budget

Initial Capital Costs

| Dome | | |
|--|----|------------------|
| Dome | | 490,000 |
| Grade Beam | | 80,000 |
| Limestone Crushing | | 25,000 |
| Electrical and plumbing | | 35,000 |
| Cistern | | 25,000 |
| Construction Supervision and Crane | | 8,500 |
| Fabric tedlar coating | | 40,000 |
| Wind sensor | | <u>8,500</u> |
| | \$ | 712,000 |
| Dome Interior | | |
| Curtains | | 30,000 |
| Field Surface | | <u>168,000</u> |
| | \$ | 1 98, 000 |
| Administrative Building | | 260,000 |
| Equipment Costs (Goals, Bleachers, etc.) | | 32,100 |
| TOTAL | \$ | 1,202,100 |

Appendix Two

Guelph Soccer Business Plan 2005-2009 Executive Summary

Guelph Soccer Business Plan 2005-2009 Executive Summary

The Vision! Guelph Soccer has a long-term vision to create a Centre for Sports Excellence in Ontario. To this end, the Club believes that the City of Guelph and its citizens require an indoor sports facility. This facility can be a hub in a sports complex containing high quality fields that are well lighted, properly irrigated and fenced to protect their integrity, all in a sports centre that is accessible to everyone and is a major source of civic pride.

The Club! Established in 1966, the Club is an inclusive, open and transparent organisation that is accountable to its members and to its civic and industrial partners. A committed Board of 12 Directors, a professional staff of 6 (including a full time Coach and General Manager), over 4,400 registered players, 450 volunteers, 50 referees and 40 years of operation reveal a Club that is vibrant, functional and very, very viable. The Club's Mission is to provide a soccer program to enable participants to reach their potential focusing on sportsmanship and skill development within a safe and fun environment through the effective use of resources. With an operating budget of \$800,000 and a current financial reserve of over \$750,000, the next three years are critical in achieving the Vision by focusing on five core elements enshrined in the Club's Business Plan and Constitution:

- 1. Achieve Program Excellence
- 2. Build a Stronger Organization
- 3. Achieve Management Excellence
- 4. Ensure Financial Prudence
- 5. Develop Superior Facilities

The Club can only achieve its vision in partnership with community stakeholders. The Club's Business Plan serves as a tool to engage other sports groups, the community, the private sector and governments to help achieve this goal. But why should partners support, invest in or be associated with Guelph Soccer? Consider the following:

The Benefit! Soccer significantly contributes to the personal development of Canadian youth and adults in terms of athletic and life skills (i.e., health, fitness, teamwork, interpersonal skills, hard work ethic and more). The game helps to build communities and contributes to higher productivity and a better quality of life in Guelph, in Ontario and in Canada. Partners can benefit by association. Soccer tournaments provide the Municipality of Guelph with economic and tourism benefits, and that intangible but so very significant "Civic Pride". Partners will not only benefit financially, but also from improved morale of employees who are proud citizens of the City of Guelph.

<u>Guelph Soccer Business Plan 2005-2009</u> <u>Executive Summary</u>

The Opportunity! Soccer is a "growth sport". It is the largest participation sport in Canada, surpassing hockey by over 200,000 players. Over the past 10 years, Canadian registration has more than doubled from 328,000 to over 757,000. The number of registrants¹ with Guelph Soccer is over 4,900 in 2006 and expected to approach 9,000 by 2009. There are ample opportunities for scholarships at Canadian and U.S. Universities in addition to potentially playing semi-professional or professional soccer. Guelph is a centrally located municipality within the populous and growing tricities area (Guelph, Cambridge and Kitchener-Waterloo) and within the Southern Ontario hub. Partners will have access to superior facilities and a significant audience in Guelph. Partners will have a tremendous opportunity for promotion, sales, marketing and links with a multitude of neighbouring population centres.

The Plan! The Club can and will assume a first class year-round indoor soccer/sports facility in the very near future. But the Club cannot expend all its reserves to do so or it will jeopardize its role in the long-term vision for a civic sports complex. The Club believes in the City of Guelph and the City will benefit from such a complex.

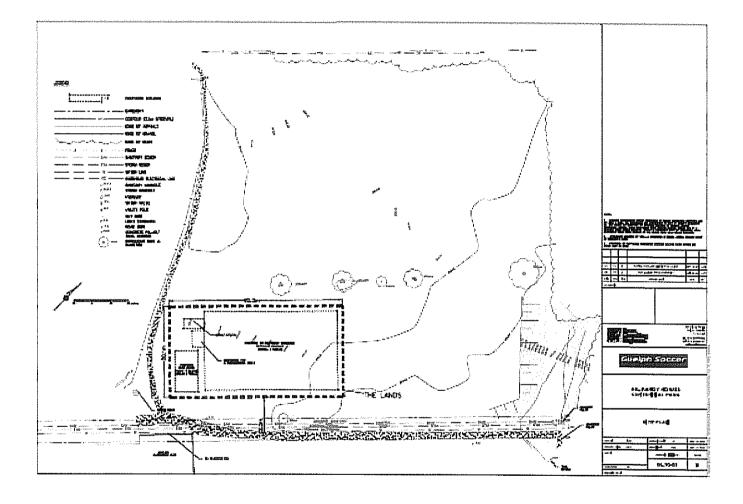
Share the Vision! Guelph Soccer is open for business. With its partners, the Club can build superior facilities with superior programs in a Centre of Sports Excellence serving all the citizens of Guelph. Read the Business Plan. Realize the opportunity. Realize the benefits. Then ask yourself "How can I become part of the Club's drive to create a Centre for Sports Excellence in Ontario?" Work with Guelph Soccer to realize the Vision and share in the benefits of strengthening this community, province and country.

¹A registrant is a single player, coach, manager, referee or player in any given program. A single individual may count as several registrants if several roles are carried out.

Appendix Three

Site Plan Layout

Site Plan Layout



Appendix Four

Proposed Community Athletics Centre Fits With City's Partnership Criteria

Proposed Community Athletics Centre Fits With City's Partnership Criteria

(Exhibit 7 from Guelph Soccer 2005-2009 Business Plan)

This addresses the City's Partnership Policy as it applies to unsolicited proposals. It discusses how this proposal should be evaluated according to each of the general evaluation criteria for overall merit and the exclusivity criteria.

General Evaluation Criteria

- 1. How community needs and benefits will be achieved This Guelph Soccer proposal addresses the increasing demand in the community for recreational opportunities that are low cost, emphasize sportsmanship and contribute to physical fitness. The market analysis section of this document examines the potential for growth in both outdoor and indoor soccer. In addition, the University of Guelph has indicated that they have a need for more indoor soccer space, but cannot fund a new facility at this time.
- 2. How the proposal meets the goals, objectives and policies of the City The City's Recreation, Parks and Culture Strategic Plan envisions a future where recreational opportunities are provided by partnerships with other organizations including non-profit organizations like the Guelph Soccer Club. This vision is shared by Guelph Soccer as it expands partnerships with other sports groups and with both the public and separate school boards. The City's Strategic Plan envisions a number of directions, many of which can be furthered by this proposal. For example this Indoor Facility proposal would:
 - a) Address the objective of creating a 'City for Everyone' as it would assist the Club to provide physical recreation services to all citizens of the City of Guelph, whether children or adults. The Club is constantly working to expand its program for children to give them an opportunity to identify and build a life-long association with the sport. The Club is focusing energies on developing teen-oriented programs that will encourage an active life, provide social opportunities and positive activities. The Club has already started to provide recreational opportunities for adults and foresees that the need for participatory adult sports will only increase. The Club envisions an indoor facility that is accessible to all citizens, including those with disabilities. An indoor facility would be an ideal venue for year-round sports for the disabled. This vision extends to regional tournaments for the disabled.

Proposed Community Athletics Centre Fits With City's Partnership Criteria

General Evaluation Criteria (Continued)

- b) Address the objectives of creating 'A Sporting City' and 'A Royal Festival City'. The Club's long-term vision includes a sports centre including a complex with first-class indoor facilities and premium outdoor fields that are protected and lit. Such a centre could host summer and winter tournaments that would not be restricted to soccer. The ideal design for an indoor facility could provide a venue for sports such as soccer, ultimate frisbee, lacrosse, field hockey and similar other sports that do not excessively damage turf. The Club wishes to be inclusive. The Club will support the needs of the entire community through partnerships to create excellent outdoor fields that would allow the City to host tournaments that would be recognized across the province. As tournaments are the festivals of sport, the City would enhance its image as the Royal Festival City.
- 3. Cost effectiveness in comparison to the City undertaking the venture in-house In the long term, the Club will be responsible for all costs of constructing an indoor facility. In order to accomplish this, the Club wishes to partner with the City and the private sector in the short term to leverage the Club's existing resources without jeopardizing the Club's long-term vision. In partnership with the private sector, the Club is willing to assume certain costs, both fixed and variable, for a short-term indoor facility so that the burden and the risk to the City are minimal. The ideal short-term facility will be a transitional structure that will benefit the City be leaving an artificial turf, outdoor field once the indoor facility is removed. Such an artificial turf outdoor field will further minimise operating and maintenance costs to the City and provide an extended season playing surface. The Club already has the staffing infrastructure to manage an indoor facility that would be beneficial to the entire community.
- 4. The enhanced level of service and of what value is that to the City The City will benefit from the Club's ability to offer a larger soccer program (both indoors and outdoors) to the largest single sporting community in Guelph. The City will benefit by having an indoor facility that can be accessible to other sports groups as well.

The Club is now constrained by a shortage of appropriately sized fields for some age groups; this constraint will increase as the demand for soccer grows. In the absence of an appropriate indoor facility, the Club's indoor program is even more constrained. The inability to offer indoor programs causes Guelph players to travel out of town to rent appropriate facilities, resulting in a lost market opportunity for the City.

Proposed Community Athletics Centre Fits With City's Partnership Criteria

General Evaluation Criteria (Continued)

- 5. Financial commitments and obligations will be expected of the City No financial commitment is expected for the construction of the short-term indoor facility. The City is expected to enter into a long-term renewable lease for land suitable for the construction of an indoor facility. The Club is willing to partner with the City to commit additional funds to the maintenance of outdoor sports fields. The Club has already assumed the costs of studies that would help define the cost of a program to provide premium outdoor fields. Any investment by the City in quality outdoor fields will result in increased field rental revenues as the Club expands and starts one or more soccer tournaments. If the City commits to, and achieves, superior field quality, the Club proposes to rent fields for soccer teams to practice, which will further increase the City's field rental revenues.
- 6. The qualifications and ability of the partner to provide technical resources and to operate and finance the proposal This development plan is intended to demonstrate the qualifications and ability of the Guelph Soccer Club to deliver its proposed indoor facility, expanded outdoor programs and tournaments. The Club's primary technical resources are its professional staff, which have good knowledge of soccer and soccer facility operations. The Club's plan for development of the facility includes the retention of a project manager to ensure that construction is carried out according to best practices and that the project delivers the required facility on time and on budget. In addition, the Club has ongoing financial and legal support from local professional firms. The Club has recently retained experts on sustainable outdoor field maintenance practices. The Club has developed an operational plan that includes hiring additional staff to operate its indoor facility. The Club will finance the construction of an indoor facility with retained earning and a bank loan. The Guelph and Wellington Credit Union and the Bank of Montreal have both expressed an interest in lending the required funds at an interest rate that the Club can manage.
- 7. The overall risk This development plan includes a section on Risks and Risk Management that assesses the City's risk in this venture. The risk to the City is minimal and the benefits are significant.

Proposed Community Athletics Centre Fits With City's Partnership Criteria

General Evaluation Criteria (Continued)

8. Exclusivity Criteria

- a) The unique nature of an unsolicited proposal The Club's vision for use of both indoor and outdoor facilities is inclusive and the Club is not aware of any other proposal to construct an indoor facility, to upgrade the City's sports fields or to help create a sports complex. The Club has solicited support in principle for this proposal from both the Upper Grand District School Board and the Wellington Separate School Board. The Club is not aware of any competitive proposal from either Board. The Club is aware that the University of Guelph is interested in exploring the potential of a partnership in the development of new outdoor fields constructed of artificial outdoor turf or hybrid natural and artificial turf.
- b) The extent to which an unsolicited proposal can only be provided by one proponent – The Club believes it is the only organization that will propose an indoor facility, and the only organization that can develop a partnership for the enhancement and use of outdoor fields. There are other soccer organizations in Guelph but none are as large as the Guelph Youth Soccer Club and no other Club has the right to offer Ontario Soccer Association sanctioned programs to youth players in Guelph. No other soccer organization has the internal demand to justify the construction of an indoor facility. No other soccer organization has the size of outdoor program that would provide as large a demand for rented fields.

Appendix Five

Community Supporters of This Project



P.O. Box 774 Guelph, Ontario N1H 6L8

November 14, 2005

Mr. Randy Norris Guelph Soccer P.O. Box 1551 Guelph, Ontario NII 6N9

Dear Mr. Norris:

RE: Guelph Soccer's Sports Dome Proposal

Please accept this letter as the Guelph Figure Skating Club's endorsement and support for the Guelph Soccer's Sport Dome initiative. This indoor, year-round, multi-use sports facility will greatly enhance and empand the city's recreational services that it currently offers its residents.

Current research indicates that two-thirds of Canadians are inactive posing a serious threat to their health and a burden of the public health care system. This has significant implications for the health of Canadian chidren and youth. Increased reliance on television, video games, and computer technology is pastimes for children and the diminishing priority of physical education in Canadian schools, we cited by experts as the major reasons for the growing numbers of sedentary children and teenagers. Families are relying on <u>community sports organizations</u> to provide physical eduction pursuits for their children. Studies prove that youths involved in sparts tend to be more disciplined, goal- oriented, productive and healthy adults and are less likely to burden the Canadian health system as adults.

As the City of Guelphi continues to swiftly grow, the implementation of the Sports Dome will significantly improve Guelph's current leisure, recreational and health services.

Sincerely,

IG

Patricia Marrow Guelph Figure Skatin Guelph Youth Sports Advisory Council

8868558615 81:51 5082/51/11

213 김도(년네

Friday, May 26, 2006

To Whom It May Concern:

The Guelph Sports Advisory Council supports Guelph Soccer's application to build a new field house dome. Many of our local sport associations are traveling out of town to use such facilities, as we do not have one at this time.

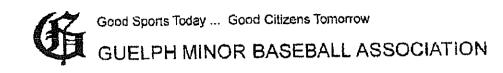
With this facility it would help meet the criteria of Quest For Gold a Provincial Government program to improve athletes to succeed by increase training, coaching development and funding.

The Guelph Sports Advisory Council thanks Guelph Soccer for having the initiative to know the needs of the City of Guelph sports associations to improve our facilities and Partner with us for our athletes can train to reach their goals year round.

The Guelph Sports Advisory Council encourages the City to support this endeavor and together we will have a facility that we can use and be proud of it.

Yours in Sport,

Chuck Miller, Chairperson, Guelph Sports Advisery Council.



June 19, 2006

To whom it may concern:

Guelph Minor Baseball Association Inc. actively encourages our colleagues in youth sports to develop facilities that will benefit all the youth of this community. To this end we wholeheartedly support the efforts of Guelph Community Sports Inc. to build an air supported structure. Our coaches and players especially look forward to the opportunity to have another potential training resource at our disposal.

Yours Truly,

Walt Battochio

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President Guelph Minor Baseball Association Inc

RECEIVED

Guelph Soccer Attention: Randy Notris P.O. Box 1551 Guelph, ON, Canada N1H 6N9

June 14, 2006

Re: Guelph Sports Dome

C.C., Alexandry NORMAN

This letter is in support of Guelph Soccer's attempt of building an air supported sports dome in Guelph. The need of an indoor faculty is at a paramount. Currently, it is next to impossible to book a gymnasium in the City of Guelph during the winter time for any activity. Many sports in Guelph are experiencing large growths such as Soccer. Ultimate Frisbee and Football to name a few. With the addition of a sports dome in Guelph, our City will be able to nourish recreational and competitive sports teams and allow the citizens a great opportunity for physical activity and social interaction.

Perpetual Motion Sports & Entertainment Inc., (which is league organizers for adult Co-ed Ultimate Frisbee, Beach Volleyball, Flag Football and Dodgeball) is in complete support of a sports dome and awaits it arrival.

Killy

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David Kelly Perpetual Motion Sports & Entertainment Inc. www.perpetualmotion.org



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100 Crimea St. Unit C6 Guelph, ON N1H 2Y6 519-780-0200 519-780-0705 fax

July 5, 2006

RE: Indoor Facility

Dear Randy:

In response to our conversation regarding Guelph Minor Football's potential needs or wants for an indoor facility, we would very much be interested in such a facility. Presently we manage to get a few hours at the University of Guelph's Dome, but time is hard to book as there is such a huge demand for the space. We would definitely be able to make use of a second indoor facility.

During the winter months we have three elite football teams that would benefit greatly from having such a field available to them, rather than having to make do with a school gym. Our athletes would benefit greatly from the additional practice and workout times.

Please keep us updated as to the progress of this facility.

Yours truly,

Tina Turner President Guelph Minor Football



Royal City Regul-Cuelph Mutor Box Lacrosse Suite C17 100 Crimen Street Guelph, Ontario N1H 2Y6 www.guelphregalslacrosse.com

July 31, 2006

Randy Norris 24 Hosking Place Guelph, Ontario

....

Support for indoor Soccer Facility

This letter is to communicate the Guelph Minor Lacrosse Board's full support for Guelph Youth Soccer's proposal for a year-round indoor facility.

We understand that your association is presently negotiating with the City of Guelph to build the indoor facility. As a non-profit organization with a focus on youth athletics we believe the City of Guelph should also be a strong supporter for your proposal. Providing a facility where children can play year-round would be an excellent asset for the City.

Please let me know if you require any further support from our association.

Sincetely, Mike Walsh

VP, Royal City Regais Minor Box Lacrosse

Appendix Six

Professional Advisors Engaged For This Project

Professional Advisors Engaged for the Project

Guelph Community Sports has engaged (will engage) the services of the following professional organizations in the planning, development and execution of this project:

- * Robinson, Lott & Brohman LLP has been retained to assist with financial projections and analysis.
- Braun Consulting Engineers Ltd. has been retained for site plan work and meetings have already been held. Location surveys are required and will begin shortly. Servicing issues appear to be quite manageable and no problems are expected.
- Ralph Basset Associates Inc. (RBA), a Fergus-based professional fund development and special events management firm, has been be retained to develop a comprehensive capital campaign plan for the project. RBA will also assist the volunteer fundraising committee in the implementation of the plan
- Norris and Associates, a professional planning, negotiation and management company has been retained for planning and collaboration with the city and other partners.
- The Farley Group has been retained to create professional architectural drawings for the project. After a review of the drawings, they will be stamped and approved by a professional engineer at Guelph Community Sports' expense.
- The services of a structural and electrical engineer will be engaged to ensure that all components of project construction are addressed in preparation for vendor selection.





Report: 06-58

- TO: Finance, Administration & Community Services Committee
- DATE: September 13, 2006
- SUBJECT: Amendments to Records Retention By-law Schedule 9 Planning and Development Services

RECOMMENDATION:

"That Schedule 9 of City of Guelph By-law Number (1995)-14868, be removed and substituted with a new Schedule 9, attached as Schedule 'A' to this report."

BACKGROUND:

Building and Planning Services staff are recommending amendments to the Records Retention By-law.

REPORT:

During the past year, in anticipation of establishing a Records Management Program, two Building Service teams and a Planning Services Team has reviewed all records contained in the department. The Building Division teams reviewed and implemented a program to deal with inactive permits and a review was undertaken of all of our records while referencing the Records Retention Bylaw. The Planning Services Team reviewed all records and have made additions, deletions and revisions to Schedule 9.

The purpose of the team's exercise was to:

- Determine the extent of records,
- Update and clarify terminology in Schedule 9 of the By-law (Attachment #1),
- Categorize the services provided for clarity,
- Review all information retained in the data filing system (paper file of every property in the City) and administration files,
- Include new classifications since the approval of the By-law in 1995.
- A Great Place to Call Home

• Establish a schedule and method of destroying old records.

Since 1993 all permits (building, signs, plumbing) and inspections have been computerized in various software programs.

The team reviewed legislation and held discussions with staff towards identifying what records should be kept and how long they should be retained.

Schedule 'A' attached outlines the records reviewed and the recommended changes.

The City Auditor has reviewed the draft schedule and has no concerns.

CORPORATE STRATEGIC PLAN:

To have exemplary management practices.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION/CONCURRENCE:

Municipal Auditor must review and approve retention periods of records.

ATTACHMENTS:

Attachment #1 – Existing Schedule 9 Schedule 'A' – Records Review and Recommended Changes

Prepared By: Bruce A. Poole Chief Building Official 837-5615, ext. 2375 bruce.poole@guelph.ca

Eddel

Becommended By: James N. Riddell Director of Planning and Development Services 837-5617 james.riddell@guelph.ca

Approved for Presentation: Larry Kotseff Chief Administrative Officer 837-5602 larry.kotseff@guelph.ca

SCHEDULE 'A'

PLANNING AND DEVELOPMENT SERVICES

| | DETENTION | |
|--|--|---------------------------------------|
| RECORD SERIES | RETENTION PERIOD | Comment |
| | IN YEARS | |
| | | |
| | ("P" Permanent) | |
| BUILDING SERVICES | | T |
| Administration | | |
| | | |
| By-laws and Amendments: | Р | All By-laws the Division is |
| Backflow Prevention | | responsible for were grouped |
| Building | | under By-laws for clarification. |
| Noise Control | | |
| Plumbing | | |
| Property Standards | | |
| Sign | | |
| Standing Water | | |
| Storm Water | | |
| Swimming Pool | | |
| Termite Control | | |
| Two Unit House Registration | | |
| Zoning | | |
| | 1 | |
| General Correspondence | Until issue | Previously 6 years |
| ŀ | resolved | ····· |
| | | |
| Staff/Technical Meeting Minutes | 5 | Not currently in By-law. |
| | | |
| Residential Rehabilitation Assistance | 5 | Program has been taken over |
| Program (RRAP) Agreements and | | by CMHC. |
| Files | | |
| | | |
| OHRP (Ontario Home Renewal | 10 | OHRP Program has been |
| Program) Agreements/Discharges | | terminated. Agreements were |
| 1 rogramy rigition include Distinguiged | | 10 year term. |
| | | |
| Property Standards Committee | 5 | Previously 7 years |
| Meeting Minutes and Decisions | | |
| | | |
| Property Specific | 1 | 1 |
| en e | ······································ | |
| Applications for Curb Cuts, Culverts, | 1 | Application forms not |
| lateral Connections | · · | necessary after installation. |
| | | |
| Approvals and/or refusal for Curb | P | Not currently in By-law. |
| Cuts, Culverts, Lateral Connections | | |
| | | n |
| | | · · · · · · · · · · · · · · · · · · · |
| | I | |

| RECORD SERIES | RETENTION PERIOD IN YEARS ("P" Permanent) | Comment |
|---|--|--|
| Back Flow Device Test Reports | Until new test report received. | Not currently in By-law. |
| Noise Control By-law exemptions and related correspondence | P | Not currently in By-law. |
| Ontario Building Code Orders to Comply and Stop Work Orders | P | No change. |
| Payment transactions | 5 | No change. |
| Permits, Building and Plumbing: Application Forms Site plans/surveys Commitment to review forms Permits Approvals from other authorities (e.g. Grand River Conservation Authority, Ministry of Transportation) Reports from professionals (e.g. architects, engineers) Record of site visits Inspection Result records Plumbing Inspection Reports | P | Currently only building, plumbing and sign permits are permanent in By-law. Recommendation will result in all approvals, inspection activity being retained permanently. |
| Permit and Inspection Correspondence, Reports, Record of Infractions | P | Currently 10 years |
| Permit Drawings: Industrial, Commercial, Institutional, High Rise Residential (4 storeys +) | P 2 | Currently only microfilmed drawings for 20 years. Microfilming is not longer being done. Recommend retaining a) to c) permanently. |
| Townhouses, Low Rise Residential (3 storeys and less) | | |
| Permits, Signs: Building/Property (e.g. fascia, pylon signs). | Until sign removed or | Currently until sign removed. |

| | RETENTION | Comment |
|---|-----------------|--|
| RECORD SERIES | PERIOD | Comment |
| | IN YEARS | |
| | ("P" Permanent) | |
| | replaced with | |
| | | |
| | new permit. | |
| Sign By-law Variance exemptions | P or until sign | Not currently in By-law. |
| and related correspondence. | removed or | |
| | replaced with a | |
| | new permit. | |
| Temporary (e.g. mobile, A-frame, | 2 | Not currently in By-law. |
| Norfolk Street pedestrian overpass. | | , , , , , , , , , , , , , , , , , , , |
| | | |
| | | ······································ |
| Dy law Administration and | | Net encode the Product |
| By-law Administration and | | Not currently in By-law. |
| Enforcement: | _ | |
| Prosecution files | Р | |
| Two Unit House (Accessory | | |
| Apartment) Registration Letters | | |
| Zoning Use Confirmation Letter | | |
| | | |
| By-law enforcement Records | 5 | Currently 'Until Acted Upon' |
| (Property Standards, Zoning, Sign) | | |
| Record of Site Visits | | |
| Inspection Result Records | | |
| Property Standards Orders | | |
| | | |
| By-law Correspondence and | Until Issue | Current 'Until Acted Upon' |
| Inspection Reports | Resolved | - Clarified the wording. |
| | | Q |
| Presale Enquiry Letters | 2 most recent | Currently 20 years. |
| | letters or | The 2 most recent will provide |
| | maximum 20 | adequate records and will free |
| | vears. | up file space. |
| | | |
| Termite Program Correspondence, | 10 | No change from existing By- |
| | | |
| Records, Reports | | law. |
| Committee of Adiustreents | | |
| Committee of Adjustment: | | |
| Decisions | P | Consistent with Planning Act |
| • Files | | legislation. |
| Minutes | | |
| Ontario Municipal Board Hearing | | |
| files. | | |
| Appointments | Term of Council | Records retained by City Clerk |
| Enquiries | 2 | |

| RECORD SERIES | RETENTION PERIOD IN YEARS ("P" Permanent) | Comment |
|--|--|---------------------------------------|
| PLANNING SERVICES | · · · | |
| <u>Administration</u> | | |
| | | |
| General Correspondence | Until issue resolved | Previously 6 years |
| Heritage Guelph (formerly L.A.C.A.C.) | | |
| Heritage Guelph Agendas | 2 P | Previously Permanent |
| Heritage Guelph Minutes | P | No change from existing By- law. |
| Heritage Guelph Correspondence | Р | No change from existing By- law. |
| Heritage Guelph Designation Files | Р | No change from existing By- law. |
| Heritage Guelph Historical Inventory | P | No change from existing By- law. |
| Heritage Guelph Research Files | P | No change from existing By- law. |
| Planning Administration | | · · · · · · · · · · · · · · · · · · · |
| Official Plan | P | No change from existing By- law. |
| Zoning By-law (Comprehensive) | P | No change from existing By- law. |
| Ontario Municipal Board Hearing Files | P | Not currently in By-law. |
| Municipal Addressing | P | Not currently in By-law. |
| Planning Applications | | |
| Official Plan Amendments | · · · · · · · · · · · · · · · · · · · | |
| Official Amendment Application, Council Decision and Official Plan Amendment | P | No change from existing By- law. |
| Official Plan Amendment Correspondence | Until new Official Plan adopted. | Not currently in By-law. |

| RECORD SERIES | RETENTION PERIOD IN YEARS ("P" Permanent) | Comment |
|---|--|---------------------------------------|
| Zoning By-law Amendments | | |
| Zoning By-law Amendment Application, Council Decision and By- law Amendment | Ρ | No change from existing By- law. |
| Zoning By-law Amendment Correspondence | Until new comprehensive Zoning By-law passed. | Not currently in By-law. |
| Subdivision Applications | | |
| Subdivision Application, Decision and Conditions of Approval | P | No change from existing By- law. |
| Subdivision Registrations | P | No change from existing By- law. |
| Subdivision Agreements | Ρ | Not currently in By-law. |
| Condominium Applications | | · · · · · · · · · · · · · · · · · · · |
| Condominium application and decision. | P | No change from existing By- law. |
| Condominium Registrations | P | No change from existing By- law. |
| Site Plan Applications | | |
| Approved Site Plans | P | No change from existing By- law. |
| Site Plan Agreements | P | No change from existing By- law. |
| Site Plan Correspondence | Until New Site Plan Approved | Not currently in By-law. |
| Part Lot Control | | |
| Part Lot Control Application, Decision and By-law | P | Not currently in By-law. |

| RECORD SERIES | RETENTION PERIOD IN YEARS ("P" Permanent) | Comment |
|--|--|-------------------------------------|
| Part Lot Control Correspondence | 5 | Not currently in By-law. |
| Environmental Advisory Committee | | |
| Environmental Advisory Committee Agenda | 2 | Not currently in By-law. |
| Environmental Advisory Committee Minutes | P | Not currently in By-law. |
| Policy/Special Projects | | |
| Background, Council Decision, Studies, Correspondence and Final Approved Report. | P | Not currently in By-law. |
| Topography/Mapping | | |
| Base Maps-Original | P | No change from existing By- law. |
| Contour Maps | P | No change from existing By- law. |
| Land Surveys/Property Mapping | P | No change from existing By- law. |
| Reference Plans | P | No change from existing By- law. |
| Digital Aerial Photos | P | Wording updated. |





Report:

COMMUNITY SERVICES

TO: Finance, Administration & Community Services Committee

DATE: 2006/08/21

SUBJECT: CULTURAL CAPITALS OF CANADA GRANT APPLICATION

RECOMMENDATIONS:

THAT the City of Guelph apply for the 2009 Cultural Capitals of Canada grant.

THAT the City of Guelph allocate a minimum of \$250,000 in the 2009 Capital Budget and a minimum of \$125,000 in-kind support should the application be successful.

THAT the City of Guelph commits to the development and completion of a Cultural Policy by December 2007.

SUMMARY:

The Cultural Capitals of Canada is an annual national awards program designed to promote arts and culture in Canadian municipalities through recognition of excellence and financial support for special activities and programs that celebrate the arts and culture, integrate them into overall community planning and build a cultural legacy for the community.

BACKGROUND:

The City of Guelph applied for this award in 2003 and again in 2004. In both instances the jury provided feedback summarizing strengths and weaknesses of each application. The assessments indicated that while the City of Guelph is well positioned for consideration as a Cultural Capital of Canada, the proposed initiatives were insufficient in scope and quality for the nature and objective of the overall program and did not take full advantage of the level of federal support available. In addition, the jury cited the lack of a cultural policy and moderate existing support for culture as significant weaknesses. In summary, the jury advised the City of Guelph to focus on developing a cultural policy and encouraged the City to make future submissions for the award.

This attached proposal for the 2009 Cultural Capitals of Canada award reflects the scale and quality of cultural initiatives required to be considered a winning applicant.

REPORT:

Issues:

The federal grant offers the city of Guelph an opportunity to mount several large-scale cultural programs that would otherwise be cost prohibitive.

Description of program:

The objective of the Cultural Capitals of Canada program is to encourage municipalities to integrate arts and culture into all aspects of community planning. The program has two components: 1) Designation as a Cultural Capital of Canada for a period of one year; and 2) Financial support of 75% of the eligible costs of the proposed projects up to the maximum allowable amount, which is \$750,000 in the population category for the City of Guelph.

Up to five communities may receive the designation each year. An independent jury composed of the Mayors of the previous year's Cultural Capitals of Canada and of representatives from the arts and cultural milieu evaluates each application and make its recommendations to the Minister of Canadian Heritage.

The designation enables the winning municipality to invest more in arts and culture, increase and improve its cultural services and strengthen its community cultural connections.

The federal program awards cities whose previous achievements demonstrate an ongoing commitment to the arts and culture and whose proposed cultural initiatives are innovative, ambitious and demonstrate a commitment to long-term municipal cultural planning.

The application guidelines stipulate that the proposal must include at least two special activities that celebrate arts and culture and at least one activity that will build a cultural legacy for the community.

Implications:

Winning the award will give Guelph national recognition. Receiving the federal funds will give the City of Guelph an opportunity to create a sustainable cultural program using 25 cent dollars.

Alternatives:

Do not apply and do not take advantage of federal funding of \$3 for every \$1 spent by the municipality.

Notice: The grant application deadline for 2009 award is October 15, 2006.

CORPORATE STRATEGIC PLAN:

The proposed programs and projects enhance specific directions of the Corporate Strategic Plan:

- 1) Nurtures and celebrates our vibrant arts and culture community through a 12month community-wide cultural celebration under a common theme.
- Supports the mandate and objectives of the Culture Department as outlined in its recent Business Plan by establishing a productive and supportive working relationship with its key culture sector partners.

3) Strengthens our economic base by building a strong relationship with one of the community's major educational institutions, the University of Guelph, the Upper Grand District and Wellington County Catholic school boards.

FINANCIAL IMPLICATIONS:

\$250,000 in funding and \$125,000 in in-kind services will be included in the tax-supported 2009 Capital Budget.

DEPARTMENTAL CONSULTATION/CONCURRENCE:

Finance Department

COMMUNICATIONS:

N/A

ATTACHMENTS:

Project and budget summary

N

Prepared & Recommended By: Rob Mackay Manager of Culture 837-5662 ext 2588 rob.mackay@riverrun.ca

Approved By: David Kennedy Director of Finance 837-5610 ext 5606 david.kennedy@guelph.ca

Approved By: Gus Stahlmann Director of Community Services 837-5618 2645 ext 224 gus.stahlmann@guelph.ca

Approved for Presentation: Larry Kotseff Chief Administrative Officer

2009 Cultural Capitals of Canada Project Proposal

The grant guidelines stipulate that the proposal must include at least two activities that celebrate arts and culture and at least one activity that will build a cultural legacy for the community. The activities must take place in the year 2009.

Celebration Activity #1

Project: Spirit of the Speed (working title)

A large scale celebratory nighttime outdoor arts presentation involving visual and performing arts using the river as its stage.

- Content of the presentation will tie together Guelph's history, artistic talent, natural and architectural beauty and its multicultural fabric
- Event to be free to the public.
- Event to be co-ordinated in collaboration with community and business partners and involve community volunteers
- Event to be modeled on the successful Waterfire project in Providence, Rhode Island which played a major role in the renaissance of the downtown.
- Event to be designed to run for several successive summer nights
- Event to be designed as an attraction for out-of-town visitors
- Event to be designed to have a potential life beyond the 2009 presentation

Rationale: The Speed River is central to the historical and current-day cultural identity of Guelph. Turning to the river for a large scale artistic presentation has the potential to be an exciting celebratory event and a powerfully unifying experience for citizens of all ages. The unique aspect of the event will also serve as an attraction for visitors.

Celebration Activity #2

Project: Ties that Bind -The Power of Story (working title)

A large scale community wide literary and spoken word program designed to bring to life various aspects of our community life and history through the written and spoken word. The program may include such activities as:

- The commissioning, production and presentation of a play about Guelph with the goal that everyone in Guelph has the opportunity to experience the performance
- A community writing competition
- A poetry festival
- A writer-in-residence program
- Development of a hands-on practicum or educational program in partnership with the school boards and the university that will connect local writers, playwrights and emerging authors with children and young people
- Major partnership with the local radio stations, television, and newspapers as key communications delivery methods for the program

Rationale: Guelph is home to some of Canada's most respected and successful authors and playwrights. This project is designed to draw on Guelph's rich literary talent to bring forward stories and ideas that reflect our community life and that serve to celebrate our common ties and broad diversities. This project will also take full advantage of Guelph's various unique and outstanding indoor and outdoor performance facilities for spoken word.

Legacy Activity

Project: Public Art Program (working title)

The launching of a public art program based on a cultural and public art policy that will have been completed in 2007. The program may include such activities as:

- Commissioning and installation of a work of public art at the site of the new city hall
- Commissioning of other permanent art in public spaces (new library and any other new public facility, big or small)
- Establishment of a 12-month visual-artist-in resident program at the new city hall
- A 12-month rotating exhibition at city hall and other public spaces showcasing Guelph's artistic talent a program that will connect the city's artist-in-resident with talented students from elementary schools, high schools and the university
- Partnering with major businesses to encourage outdoor and indoor art installations

Rationale: This project draws on the strength of Guelph's reputation as a city that is a magnet for talented visual artists. It also draws on the reputation of the well-known fine arts department at the University of Guelph and its public gallery and outdoor sculpture park at Macdonald Stewart Art Centre. This program is designed to connect Guelph's talented visual artists and its successful fine arts programs with the community at large.

Budget Outline

| \$ 900,000 |
|------------------|
| \$ 200,000 |
| \$ 400,000 |
| \$1,500,000 |
| |
| \$ 250,000 |
| \$ 125,000 |
| \$ 750,000 |
| \$ 50,000 |
| \$ 250,000 |
| <u>\$ 75.000</u> |
| \$1,500,000 |
| |





Report:

CORPORATE SERVICES

TO: Finance, Administration & Community Services Committee

DATE: September 13, 2006

SUBJECT: 2006 COUNCIL ORIENTATION SESSIONS

RECOMMENDATION:

That the 2006 Council Orientation Sessions proposal as attached to the report of the Deputy Clerk dated September 13, 2006, be approved as the basis for the 2006 Council orientation sessions.

BACKGROUND:

Staff of the Clerk's office have traditionally organized the Council orientation for members of Council following each municipal election. The format and content of these sessions has varied although certain information has been delivered in a consistent manner such as the functions of the services provided by the municipality and an overview of municipal documents such as the Procedural By-law and the Strategic Plan.

In preparing the 2006 orientation, staff have incorporated the directions given by Council by resolution and have given regard to the results of a survey administered to the members of Council regarding the 2003 Orientation and their preferences for future orientations.

On January 3, 2005, Council adopted the following policy regarding Council orientation that includes provisions for the following:

- a) An orientation process that focuses on the governance responsibilities of a Council;
- b) A process that is planned prior to each election with all candidates for election receiving advance notification of the dates of the orientation;
- c) A scheduled orientation process that begins to occur within 7 days of assuming office;
- d) A full review of governance policies and significant/key by-laws;

- e) A review of the City's Code of Ethics;
- f) An update from the Chief Administrative Officer as to key City projects and issues;
- g) A clear description of Council's "levers of power" that will help it understand how Council can and does influence City direction;
- h) A review of the Chief Administrative Officer by-law, contract and position description;
- i) A briefing on how the City currently develops its Council Strategic Plan;
- j) A briefing on Guelph's public participation model.

REPORT:

In order for staff to best meet the needs of the members of Council in offering the orientation session a survey was conducted on October 6, 2005 to gather information about the 2003 orientation and preferences for future orientations.

Several conclusions were inferred from the results of the survey. The majority of respondents would prefer to have sessions on weekday mornings, not longer than 4 hours in length. If the sessions are held on consecutive days they should be between 3 to 5 days and over a period no longer than 2 to 3 weeks. The preferred format is question and answer sessions followed by lecture style and focus groups.

Every attempt has been made to address the needs of the Council in developing the sessions and schedule for the Councillor orientation resulting in the format being proposed.

It is proposed that the training sessions be held at the various City of Guelph municipal buildings in order to familiarize Councillors with our facilities.

As Council and Senior Management will be working as a team throughout the term of Council, it is also proposed that all members of the management team be invited to attend the training sessions.

The sessions are intended to be an overview of the subject matter. Senior management will be scheduling workshops throughout the year to provide in depth information to members of Council on specific or timely matters. For example, there will be workshops to review the budget in detail, and to review and update the Strategic Plan.

The following schedule for the orientation sessions is being proposed:

Module 1: Friday Nov. 17, 2006: 8:30 a.m.-12:30 p.m., River Run Centre Module 2: Monday Nov. 20, 2006: 1:00 p.m.-5:00 p.m., Council Chambers Module 3: Tuesday Nov. 21, 2006: 1:00 p.m.-5:00 p.m., West End Community Centre

Module 4: Wednesday Nov. 22, 2006: 8:00 a.m.-12 noon, Waste Resource Innovation Centre Module 5: Monday Nov. 27, 2006: 5:00 p.m.-9:00 p.m., Guelph Museum Module 6: Tuesday Nov. 28, 2006: 12:00 p.m.-4:00 p.m., Evergreen Seniors Centre

CORPORATE STRATEGIC PLAN:

This report directly supports strategic direction number 6: "To have Exemplary Management Practices". Specifically, the Council orientation session will:

- assist Council in implementing best practices for Council, Staff and service delivery,
- strengthen the competencies and capabilities of Council and develop their leadership capacity,
- introduce the strategic and business planning process that enables effective decision making, and
- promote a positive, productive and healthy work environment.

As such, this report deals with a governance matter that supports all the goals of the Strategic Plan.

FINANCIAL IMPLICATIONS:

Cost of the two guest speakers on Municipal Councils and Media Relations is estimated to be approximately \$3,500 and is allocated in the General Administration- Council operating budget 70200003527.

DEPARTMENTAL CONSULTATION:

The members of the Senior Management Team, Chief of Police, Chief Librarian, Medical Officer of Health, Director of the Guelph Museum, Social Services Administrator and the General Manager of the Downtown Board of Management have been consulted.

COMMUNICATIONS:

It is anticipated that the program and schedule for the orientation sessions be forwarded to all City of Guelph Mayoral and Councillor candidates following nomination day in order that they can receive advance notice of the sessions. Candidates will be advised that the sessions will be for the Mayor and the newly elected Councillors.

ATTACHMENTS:

Attachment 1: Councillor Orientation Sessions 2006 proposal/

Prepared By:

Sol Tina Agnello Deputy Clerk (519) 8221260 x 2811 tina.agnello@guelph.ca

commended By: Lois Payne Director of Corporate Services/ **City Solicitor** (519) 8221260 x lois.payne@guelph.ca

Recommended By: Lois Giles City Clerk/Manager of Council Administrative Services (519) 8221260 x 2232 lois.giles@guelph.ca

Approved/for Presentation: Larry Kotseff, Chief Administrative Officer

Attachment #1

Councillor Orientation Sessions 2006

| see Modulo | Formet/Delivery | Doto Time & Location | |
|---|---|---|--|
| Module 1. Municipal Governance | Format/Delivery | Date, Time & Location | |
| Councillor, Mayor and administration roles and responsibilities Council's levers of Power Code of Ethics Relationship between governance structure and administrative structure | Guest Speaker | Friday Nov. 17, 2006: 8:30 a.m12:30 p.m., River Run Centre, Co-operators Hall | |
| 2. Processes/Procedures | · | · · · · · · · · · · · · · · · · · · · | |
| Governance and administrative structures Public Participation Model Decision making process - reports/agenda/minutes The procedural Bylaw Voting system demo Pecuniary Interest Council governance policies Councillor remuneration and benefits | Corporate Services Human Resources | Monday Nov. 20, 2006: 1:00 p.m5:00 p.m., Council Chambers | |
| 3. Corporate Governance | | | |
| Corporate Business Model Vision, Mission, Values Strategic Directions Business Plans Budget | CAO and Corporate Leadership Team | Tuesday Nov. 21, 2006: 1:00 p.m5:00 p.m., West End Community Centre, Lion's Lair | |
| 4. Corporate Structure and Service Areas | | | |
| Organization Structure, roles and responsibilities Corporate Administrative Functions (by-laws, contract and position description) Local Service Functions: | CAO and Director HR Corporate | Wednesday Nov. 22, 2006: 8:00 a.m12 noon, Waste Resource Innovation Centre | |
| Contractions Operations Environmental Services Community Services | Leadership Team | | |

| Emergency Services Planning, Development and the planning process Corporate Services Finance and budget process Human Resources Joint City/County Functions Land Ambulance Social Services Health | Chief Shawn Armstrong Mr. Kim Warner Mr. Wayne Orr | |
|---|--|---|
| 5. Boards and Commissions | | |
| Police Services Board Guelph Public Library Guelph Museum Downtown Board of Management | Police Chief Rob Davis Norman McLeod, Chief Librarian & CEO Katherine McCracken, Director Audrey Jamal, General Manager | Monday Nov. 27, 2006: 5:00 p.m9:00 p.m., Guelph Museum |
| 6. Media Relations | Γ | |
| Media training with interactive breakout sessions | Guest Speaker | Tuesday Nov. 28, 2006: 12:00 p.m4:00 p.m.,Evergreen Seniors Centre |
| 7. Site Tours | | |
| Site specific tours Wastewater plant Recycling Facility Waterworks Riverside Park Arkel Springs Operations (on Municipal Street) | To be held in Spring 2007 | |





CORPORATE SERVICES

Report:

TO: Finance, Administration & Community Services Committee

DATE: September 13, 2006

SUBJECT: UNIVERSITY OF GUELPH REQUEST FOR EXCLUSION FROM BUSINESS LICENSING

RECOMMENDATION:

That businesses subject to the City of Guelph Business Licensing By-law that are located on the University of Guelph Campus continue to be licensed in accordance with the City of Guelph Business Licence By-law.

BACKGROUND:

On December 6, 2005 staff met with Nancy Sullivan, Vice President of Finance and Administration, and three other Directors from the University of Guelph to discuss establishments on campus not yet licensed in accordance with the bylaw. At that time the following businesses had obtained business licences:

- 1. The Bullring (was a bar, is now a coffee house)
- 2. University Square Bakery
- 3. University of Guelph Physical Resources Backflow Prevention Licence

In addition, licenses have been issued in the past for Temporary Sales carried on by the Arboretum.

The University requested all businesses operated by the University be excluded as opposed to those businesses operated by non-university employees which are located on campus. Correspondence to this effect from the University followed and is attached for information as Attachments 1 and 2.

Staff indicated that the by-law does not currently allow businesses to be excluded and as such an amendment to the by-law would be necessary to grant the exclusion and that further analysis would be required. The Clerk's Office has advised the University's Legal Counsel that staff were in the process of conducting research and preparing a report for the Finance, Administration and Community Services Committee.

The results of a survey conducted by staff of other municipalities where universities are based are indicated below with comments from the Licensing Departments of the host municipalities.

Survey Results:

| UNIVERSITY | MUNICIPALITY | COMMENTS | LICENCE REQUIRED? |
|---|--------------------------|--|-------------------------|
| Trent University | Peterborough, Ontario | "If the type of "on campus" business is one requiring licensing under the by-law, a licence is required, regardless of who operates it." | YES 🛛 NO 🗌 |
| Carleton University | Ottawa, Ontario | "We license everything on campus that we do in the rest of the City." | YES 🛛 NO 🗌 |
| Queen's University | Kingston, Ontario | "We license any business on campus that requires licensing under the by-law" | YES 🛛 NO 🗌 |
| University of Western Ontario | London, Ontario | "We do in fact license establishments on University property" | YES 🛛 NO 🗌 |
| University of Windsor | Windsor, Ontario | "The City of Windsor does require businesses on-campus to be licensed under our by-law. There is no difference with respect to who operates these businesses." | YES 🛛 NO 🗌 |
| University of Waterloo & Wilfred Laurier University | Waterloo, Ontario | "If the coffee shop is owned by the university or their student assoc. no City licence is required, If it is owned by an independent, then a business licence is required. As for flea markets, etc a licence is required either from the University as a promoter or each individual vendor." | Sometimes YES 🔀 NO 🗌 |
| Georgian College | Barrie, Ontario | "Regardless of where the business operation is established, or if it is operated as an independent, they do require licensing." | YES 🛛 NO 🗌 |

REPORT:

Currently the City of Guelph licenses businesses in accordance with the Municipal Act for the purposes of:

- 1. Health and Safety
- 2. Nuisance Control
- 3. Consumer Protection

Staff are recommending that the City of Guelph continues to license businesses for the purposes of ensuring these conditions are met in order to protect the interests of the public both on campus and off campus.

Under the Business Licensing By-law businesses operating on campus are currently required to be licensed and to meet the same standards as all other businesses in the City of Guelph. Although the University of Guelph advises that it controls its own businesses, ultimately responsibility for ensuring by-laws are complied with rests with the Guelph Police, Fire, Building and Zoning Departments and the Wellington-Guelph-Dufferin Health Unit. Allowing an exclusion to the by-law may expose the public to potential health and safety risks.

Staff are recommending that businesses subject to the City of Guelph Business Licensing By-law that are located on the University of Guelph Campus continue to be licensed in accordance with the City of Guelph Business Licence By-law. In the event the Committee and Council determines that an exception should be granted, staff would recommend that these businesses should continue to be required to comply with all municipal by-laws and other government regulations with respect to the operation of those businesses, including inspections, but that they not be required to pay the licence fee.

CORPORATE STRATEGIC PLAN:

The procedures outlined in this report support Council's governance processes which in turn support the Strategic Goal of having exemplary management practices.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION/CONCURRENCE:

The following departments were consulted: **Emergency Services Building Services Guelph Police Service** Wellington Dufferin Guelph Health Unit

COMMUNICATIONS:

In the event that the Committee determines that amendments are required they would be subject to the notice provisions of the Municipal Act, and will be advertised accordingly.

ATTACHMENTS:

- May 18th, 2006 letter received from the University of Guelph
 June 5th, 2006 letter received from the University of Guelph
 July 5th, 2006 Deputy Clerk's responding letter

Jennifer Jacobi

Prepared By: Jennifer Jacobi Licensing Co-ordinator 822-1260, ext 2251 jennifer.jacobi@guelph.ca

Lois Giles City Clerk/Manager of Council Administrative Services. 822-1260, ext. 2232 lois.giles@guelph.ca

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Approved for Presentation: Larry Kotseff, Chief Administrative Officer

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Recommended By: Lois E. Payne Director of Corporate Services/ City Solicitor. 822-1260, ext 2288 lois.payne@guelph.ca



OFFICE OF THE VICE-PRESIDENT Finance and Administration

May 18, 2006



Ms Tina Agnello, Deputy Clerk Information Services Department Licensing Division City Hall 59 Carden Street Guelph, ON N1H 3A1

Dear Ms. Agnello:

Re: Business License By-law: By-law number (2004)-17551 (the "By-law")

I am writing with respect to the By-Law.

In late 2005, the University was contacted by officials of the Licensing Division of the City's Information Services Department and asked to meet to discuss certain matters.

In December 2005, we met with John Hesch, Enforcement Officer and Charlene Lavigne, Deputy Clerk/Manager of Licensing and Public Services. Our understanding at the conclusion of that meeting was that for the purpose of the By-Law, the City wanted:

- 1. to identify those activities carried on by the University;
- 2. to identify those businesses located on University property but not carried on by the University;
- 3. to clarify the status of the University with respect to compliance with the Bylaw.

Our understanding of the purpose of the By-law is to ensure that businesses carried out within Guelph operate in compliance with relevant regulations regarding Health and Safety, Nuisance Control and Consumer Protection.

In our December 2005 meeting, it was acknowledged that the University carries on certain activities in support of its academic mission which appear to fall under certain categories of businesses to which the By-law applies. Given that these activities are located on-campus and given the resources involved for both the University and the City to apply for individual licenses, it was agreed that a more appropriate alternative should be considered. A proposal was put forward that the University should apply to the City for a full exemption to the By-law. It was indicated in the December meeting that an exemption may be granted if the University could satisfy the City that the University had

the necessary safeguards in place to comply with the By-law's regulatory framework related to Health and Safety, Nuisance Control and Consumer Protection.

The University has considered the options and has decided to apply for a full exemption to the By-law. Included under the University's application for exemption would be any of the activities referred to in 1. above and temporary businesses (engaged in by non-University employees) approved by the University which are located on-campus.

Permanent businesses located on University property but carried on by non-University employees ("Third Party Businesses") will not be included in the University's request for exemption. We are attaching as Appendix A a current list of Third Party Businesses currently located on University property

To support the University's application for exemption, we note that the University has an existing framework through various departments to address issues relating to Health and Safety, Nuisance Control and Consumer Protection. These departments include Campus Community Police, Fire Prevention Service, Hospitality Services, Physical Resources, and Environmental Health and Safety.

Campus Community Police

The Campus Community Police conduct foot, bicycle and vehicle patrols of the campus 24 hours a day, 7 days a week. They enforce Federal, Provincial and Municipal Laws as well as Parking Regulations. The Campus Community Police maintains a close working relationship with the City of Guelph Police Service and Guelph Fire Department and other related agencies to ensure a safer University community.

Information on safety and security is provided regularly to students, faculty and staff through seminars, videos, bulletins, crime alerts, posters, brochures, and campus media.

Fire Prevention

The University's Fire Prevention Service works in concert with the City of Guelph Fire Department and conducts annual fire prevention inspections and assists in correcting any deficiencies. Other services it provides are:

- alarm testing
- cleanup of chemical spills
- assistance with elevator malfunctions
- medical assistance to injured persons
- installation and maintenance of fire extinguishers
- conduct fire drills
- fire equipment demonstrations
- fire inspections
- hot work monitoring and protection
- flame retarding applications

....

- gas leak investigations
- gas and oil spill cleanup
- hydrant maintenance
- smoke and fume investigations
- fire prevention training sessions

Hospitality Services

Hospitality Services is the University department responsible for managing the numerous dining outlets on-campus and retail shops on-campus. Its food service practices are inspected monthly by the Wellington County Health Unit. In addition, the University contracts with a private-sector company (SteriTech) to audit food handling services two to three times per year. Hospitality Services also provides food handling courses in conjunction with the Wellington County Health Unit and in addition has in-house personnel who are trained to teach food handling courses for University employees. Licensed facilities on-campus are subject to inspection and all University employees working in licensed facilities are "Smart-Serve" trained.

Physical Resources

This department has a full complement of resource people knowledgeable about current standards for building code requirements as well as building maintenance and cleaning. External inspectors are brought in for periodic checks of elevators and the steam/chilling plants.

Environmental Health and Safety

This department has a complement of officers responsible for:

- radiation safety
- radioactive and hazardous waste management
- environmental protection
- spills management
- research and teaching biosafety
- asbestos management
- general facilities and construction safety
- laboratory safety
- general health and safety programs

This department is also responsible for continually monitoring changes to federal and provincial legislation. It also is responsible for a number of programs and initiatives carried out on-campus to educate and raise awareness about a variety of workplace-related safety issues.

As outlined above, the University has a large array of resources available to it to assist in compliance with Health and Safety, Nuisance Control and Consumer Protection issues.

Given those resources, the University believes it would be reasonable in the circumstances for the City to grant an exemption to the By-Law as set out in this letter. Accordingly, please consider this letter to be our application for such an exemption.

The University would be pleased to meet and/or provide further specific information relevant to this request.

Sincerely,

S. Olen A.

Nancy Sullivan Vice-President (Finance and Administration)

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Schedule A

Bob's Dogs (located outside next to The Bullring)

Businesses located in University Centre Travel Cuts The Dentist on-campus Sam Coats, Photographer Click Signs Dr. William Dukelow, Chiropractor Trenz Hair Design UC Vision



OFFICE OF LEGAL COUNSEL

June 5, 2006

Ms. Tina Agnello, Deputy Clerk Information Services Department Licensing Division City Hall 50 Carden Street Guelph, ON N1H 3A1

Re: Business License By-Law: By-law number (2004)-17551 (the "By-law")

Dear Ms. Agnello:

Attached is a list of businesses that are operated by the University of Guelph and which we request be part of the business license by-law exemption that the University is considering.

Examples of the "Third Party" businesses the University would not wish to include are Travel Cuts, The Dentist, Sam Coats Photography, Click Signs, Trends Hair Salon.

Would you please advise the process to apply for this exemption?

Sincerely,

Mary Childs Legal Counsel

Att.

UNIVERSITY OF GUELPH BUSINESS SERVICES OPERATED THROUGH HOSPITALITY SERVICES, UNIVERSITY OF GUELPH

Hospitality Services

Lennox Addington L/A Pit/L/A Café

<u>Creelman Hall</u> Creelman Marketplace

Prairie Hall Prairie Dining Hall

<u>Mountain Hall</u> Windows Cafe/Mountain Snacks

<u>Gryphon Sports Centre</u> Gryphs Sports Lounge Gryphs Sports Shop/Tim Hortons

MacKinnon MACK's (snack area)

MacDonald Institute Building MacDonald Institute Coffee Shop

Bovey Building Greenhouse Café

OVC Learning Centre OVC Cafeteria OVC Coffee Cart OVC Book Barn

Animal Science Animal Science Coffee Cart MacNaughton Building Pages Coffee House Bookstore/Campus Junction

<u>McLaughlin Library</u> Williams Library Coffee Pub

University Centre

Tim Hortons The Grill House Piller's Deli Panini Plus Yogen Fruz/Saint Cinnamon KFC/Taco Bell Pizza Pizza Wokathon Salads/Soup Bar Mom's Kitchen Pastabilities · Centre Stage Exhibition Cooking Nature's Best Pita Pit Williams Coffee Pub Subway The Daily Grind University of Guelph M&T University Centre Variety

East Village

Eastside Variety



INFORMATION SERVICES DEPARTMENT CITY CLERK'S DIVISION City Hall, 59 Carden Street Guelph, Ontario, Canada N1H 3A1 Telephone: (519) 837-5603 Fax: (519) 763-1269 Website: quelph.ca

Wednesday, July 05, 2006

Mary Childs, Legal Counsel Office of Legal Counsel 50 Stone Road East University of Guelph Guelph, Ontario N1G 2W1

ATTENTION: Mary Childs

Dear Ms. Childs,

RE: Request for exemptions to Business License By-law No. (2004)-17551

We are in receipt of your letter requesting exemptions for a list of hospitality services operating on the University of Guelph property.

Staff are currently in the process of conducting research and preparing a report that will go to the Finance, Administration and Community Services Committee and subsequently Council. We will advise you of the dates of the meetings and when the report is available.

Yours very truly

1 pril

Tina Agnello Deputy Clerk

cc: John Heith, File





FINANCE

TO: Finance, Administration & Community Services Committee

DATE: August 9, 2006

SUBJECT: HEALTH UNIT AGREEMENT

RECOMMENDATION:

That Council authorize the Mayor and City Clerk to execute on behalf of the City of Guelph the Agreement (Schedule A attached) among the Corporation of the County of Wellington, the Corporation of the County of Dufferin, the Corporation of the City of Guelph and the Board for the Wellington-Dufferin-Guelph Health Unit (the Health Unit).

BACKGROUND:

The three municipal parties, the Counties of Wellington and Dufferin and the City of Guelph have by way of an agreement dated April 12, 1967, established a Health Unit and now wish to continue the operation of the Health Unit subject to the terms and conditions of a new agreement (attached). The Directors of Finance of the three municipalities and the Director of Administration of the Health Unit have been meeting over the past several months to establish a new agreement for the continuation and operation of the Health Unit. The appended agreement has been approved and signed by the Counties of Wellington and Dufferin.

The following are the major changes to the Agreement:

- 1. The Health Unit is now a party to the Agreement.
- 2. Clause 4(1) (i) has been changed from "one member appointed by the Lieutenant Governor in Council" to "up to seven members appointed". This was changed to comply with Provincial legislation.
- 3. Clause 4(2) changes the definition of a quorum from five members to a minimum of 50% plus one of the appointed members with at least one representative from at least 2 of the 3 funding municipalities. This was changed to provide clarity to the quorum definition and to ensure that at least two-thirds of the funding parties are in attendance.

- 4. Clause 5 has redefined the City of Guelph's population numbers to include 75% of the University of Guelph on campus residence population as at September 30th of the previous year. This was changed to recognize that the Health Unit provides services to a segment of the university student population.
- 5. Clause 6(1) is amended to state that "Municipal Parties shall be responsible to pay the Treasurer of the Health Unit, quarterly in advance, their share of the total approved budget less any applicable grants from the Ministry of Health." This was changed to bring consistency in the method of payment among the funding parties.
- 6. Clause 7(2) has been added to allow the Health Unit to borrow against their own reserves. This will reduce borrowing costs for the Health Unit.
- 7. Clause 8 was not contained in the previous agreement and was added to provide accountability for municipal funds.
- 8. Clause 9(1) is new and expresses the preference of the municipal parties to provide Health Unit facilities in leased premises.
- 9. Clause 9(2) has been added at the request of the City of Guelph to add clarity to the distribution of the assets of the Health Unit In the event of dissolution of the Health Unit.

DEPARTMENTAL CONSULTATION

Legal Services

ATTACHMENTS:

Agreement – Schedule A

Prepared and Recommended By: David A. Kennedy, C.A. Director of Finance 519-837-5610 ext. 5606 david.kennedy@guelph.ca

Approved/for Presentation: Larry Kotseff Chief Administrative Officer

A Great Place to Call Home

2006. day of **AGREEMENT** made this

AMONG:

THE CORPORATION OF THE COUNTY OF WELLINGTON

-and-

THE CORPORATION OF THE COUNTY OF DUFFERIN

-and-

GUELPH THE CORPORATION OF THE CITY OF

-and-

FOR THE WELLINGTON- DUFFERIN- GUELPH HEALTH UNIT THE BOARD OF HEALTH

WHEREAS the three municipalities established a Health Unit, named and designated the Wellington-Dufferin-Guelph Health Unit, by agreement dated April 13, 1967; AND WHEREAS the Parties wish to continue the Health Unit so established subject to the terms and conditions of a new agreement;

Ы **AND WHEREAS**, pursuant to the Health Protection and Promotion Act, R.S.O., 1990, Chap. H.7, Section 72, the Parties may, by agreement, determine the proportion of the expenses incurred by c on behalf of a board of health of a health unit to be bome by each Party;

NOW THEREFORE in consideration of the terms and conditions herein, the Parties mutually covenant and agree as follows:

- "the The Wellington-Dufferin-Guelph Health Unit, referred to in this Agreement as Health Unit" is continued. ÷
- The Health Unit consists of the County of Wellington, the County of Dufferin and the City of Guelph. e.
- The Health Unit is under the management of a Board of Health, referred to in this Agreement as "the Board". e di se di s
- The composition of the Board is defined in the Health Protection and Promotion Act, section 49 and further clarified in Regulation 559 made under the Act and is as follows: (\mathbf{E}) 4
- up to seven members appointed by the Lieutenant Governor in Council, three members appointed by the Council of the County of Wellington, two members appointed by the Council of the County of Dufferin, and ΞĒ
 - - three members appointed by the Council of the City of Guelph. Ē (iv)
- Council. A quorum for a meeting is a minimum of 50% plus one of the appointed members and shall consist of at least one representative from at least 2 of the 3 funding Board shall elect one of the members to be chair and one to be vice-chair of the Board municipalities. At the first meeting of the Board in each year, the members of the The term of appointment for municipal members shall coincide with the term of for the year. ଚ
- The Municipal Parties' share of the annual expense for any year shall be calculated in ratio of their populations published in the Municipal Property Assessment Corporation's Tri-annual Ontario Population report in effect as of September 30 of the 75% of the University of Guelph on campus residence population as of September 30 previous year. The City of Guelph's population numbers shall be adjusted to include of the previous year.

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- revenue and expenses of the Health Unit for the upcoming year. The estimates shall be Subsequent to Board approval of the budget, the Municipal Parties shall be responsible to pay to the Treasurer of the Health Unit, quarterly in advance, their share of the total approved budget less any applicable grants from the Ministry of Health, with the first quarterly payment to be made by January 15^{th} of that following year. The Board shall submit to the Municipal Parties on an annual basis an estimate of the calculated after taking into account the Ministry of Health's expected grant. Ξ 6
- at a time mutually agreed to by the Parties so as to assist in municipal budgeting. A preliminary estimate shall be submitted by September 30th for the following year's The estimate of revenue and expenses for the upcoming year shall be submitted allocation. ଟ
- For the purposes of this Agreement the expenses of the Health Unit shall not include expenses incurred in the hospital care and treatment of any person suffering from a communicable disease under Part IV of the Health Protection and Promotion Act. 3
- Interest shall be charged on late instalments at the prime-lending rate of the Health Unit's bank as at the date the payment is to be made. Ξ ŗ.
- In the event that the Board has insufficient operational funds, the Board shall (a) first borrow against any reserves on a temporary basis (b) if this is insufficient, notify the Municipal Parties and request an advance against future quarterly instalments. 3
- Subsequent to Board approval, the Director of Administration of the Health Unit shall provide the Municipal Parties with a quarterly statement of revenue and expenses of the Health Unit for the current period. Ξ ś
- If at year-end the Board is operating at a surplus, then it may at its discretion allocate the municipal portion of the surplus to a reserve established for a specific purpose. Municipal surplus is defined as an excess of operating revenue over operating expenditure less any refund to the Ministry of Health. ଟ
- surplus shall be used to offset the next year's budget request in such proportion as the If surpluses are not allocated to reserves as specified in section 8(2), the municipal previous allocation was issued. (\mathbf{G})
- G needs. This does not preclude the Board from owning property subject to section 52 the Health Protection and Promotion Act. The costs of leasing, purchasing, developing, operating and maintaining real property interests shall be funded in The preference of the Municipal Parties is to have the Board lease space to meet its accordance with Section 5 of this Agreement Ξ 6
- In the event of the dissolution of the Health Unit, the assets and liabilities of the Health Unit shall be distributed among the Municipal Parties in the proportions set out in Section 5. ට
- This Agreement shall remain in force from year to year, provided that any of the Municipal Parties may withdraw from the Health Unit upon twelve months notice in writing to the other Parties and to the Minister of Health. Ξ 10.
- The Parties shall convene to review this Agreement once every term of Council. ଟ
- Any dispute as to the interpretation or application of any provision of this Agreement shall be settled by arbitration before a judge of the Ontario Court (General Division) pursuant to the Arbitration Act 1991. Ц.

| Donna Waugh - CLERK THE CORPORATION OF THE COUNTY OF DUFFERIN | Linda J. Dean - CLERK THE CORPORATION OF THE CITY OF GUELPH | Kate Quarrie - MAYOR Lois Giles - CITY CLERK THE BOARD OF HEALTH OF THE WELLINGTON- DUFFERIN-GUELPH HEALTH UNIT | Lynda Davenport - CHAIR - MEDICAL OFFICER OF HEALTH - SECRETARY / TREASURER | |
|--|--|---|---|---|
| | Donna Waugh - CLERK THE CORPORATION OF THE COUNTY OF DUFFERIN | Donna Waugh - CLERK THE CORPORATION OF THE COUNTY OF DUFFERIN John K. Oosterhof - WARDEN John K. Oosterhof - WARDEN Inda J. Dean - CLERK THE CORPORATION OF THE CITY OF GUELPH | Donna Waugh - CLERK THE CORPORATION OF THE COUNTY OF DUFFERIN John K. Oosterhof - WARDEN Linda J. Dean - CLERK THE CORPORATION OF THE CITY OF GUELPH Kate Quarrie - MAYOR Lois Giles - CITY OF GUELPH THE BOARD OF HEALTH ONT THE BOARD OF HEALTH ONT | Donna Waugh - CLERK THE CORPORATION OF THE COUNTY OF DUFFERIN John K. Oosterhof - WARDEN John K. Oosterhof - WARDEN Linda J. Dean - CLERK THE CORPORATION OF THE CITY OF GUELPH Kate Quarrie - MAYOR Lais Giles - CITY CLERK THE BOARD OF HEALTH OF THE WELLINGTON- DUFFERIN-GUELPH HEALTH UNIT Lynda Davenport - CHAIR - MEDICAL OFFICER OF HEALTH - SECRETARY / TREASURER |





Report: 03

COMMUNITY SERVICES

TO: Finance, Administration & Community Services Committee

DATE: 2006/09/13

SUBJECT: FEDERATION OF CANADIAN MUNICIPALITIES PARTNERSHIP WITH XAIXAI AND MOATIZE, MOZAMBIQUE.

RECOMMENDATION:

THAT the report dated August 31,2006 with respect to the Federation of Canadian Municipalities funded Municipal Partnership with the municipalities of Xaixai and Moatize, Mozambique be approved.

BACKGROUND:

The International Centre for Municipal Development (ICMD) represents FCM internationally. It works to help local government around the world develop their capacity to deliver basic service, promote economic growth and encourage the participation of their citizens.

The Africa Local Governance Program (ALGP), being implemented by the Federation of Canadian Municipalities (FCM), is funded through the Canada Fund for Africa, a \$500 million fund administered by CIDA to support the G8 Africa Action Plan and New Partnership for Africa's Development (NEPAD).

In May 2003, representatives from Mozambique, among others from the pilot countries, visited the City of Guelph to study local government systems. Again, in January 2006, representatives from the newly established Association of Municipalities of Mozambique (ANAMM) and the municipalities of Xaixai and Moatize participated in a exchange to Guelph, Canada.

Guelph was targeted by FCM due to its single tier government structure and the City's involvement in past FCM projects which have given the city international recognition.

At the end of January 2006, the Mozambique delegation met with the Mayor, CAO, community members and staff to understand local governance structures, the functions and responsibilities between the levels of government and best practices for community development programs and services. City representatives also listened to presentations related to their present structure governance from the Mayors of the two municipalities.

At the April 18, 2006; Council approved the FCM funded Inception Mission to Xaixai and Moatize with Councillor Burcher representing Council. Janet Laird, Director of Environment Services and Janette Loveys Smith, Community Development Manager and Project Coordinator completed the delegation and the exchange dates were July 3rd until July 14th 2006.

The benefits of participating are also understood to be the following:

- i) opportunities for staff members to apply their knowledge in a new context, to improve their leadership and language skills, and to put expertise and creativity to work in solving municipal problems.
- ii) greater co-operation and interaction among local community organizations, schools, clubs and businesses.
- iii) greater awareness and appreciation of different cultural values and minority groups.
- iv) greater understanding of development issues.
- v) community pride.
- vi) recognition by other cities and other orders of government for the community's expertise.
- vii) increased stature of overseas partners has attracted additional support from other countries.
- viii) greater awareness of the role and participation of women in municipal life.
- ix) greater awareness of different approaches to municipal governance.

During the various meetings and workshops that were held in Xaixai and Moatize, there was a refining of past discussions that assisted in determining the scope of a potential partnership project along with defining areas of cooperation for municipal capacity strengthening and community development and linkages.

REPORT:

One of the major criticisms leveled against current development approaches is that they do not ensure sustainability. The so-called projects of benevolence, relief aid type, while highly visible, do not ensure residual capacity for sustainability. This project is meant to address these short-comings, at the same time meet the needs identified in the municipalities of Moatize and Xaixai during the July mission. During the exchange, needs identified were categorized into community projects and municipal capacity strengthening. In order to respond, this project will have two thematic approaches:

- i) **Community development projects** These are projects that will benefit the community directly, and implemented jointly with the municipalities, and working with a broad group of stakeholders. These projects can not be pre-determined, and will be coordinated by the City Staff in the role as Project Coordinator in response to the needs in Moatize and Xaixai.
- ii) *Municipal capacity strengthening* The municipalization process in Mozambique was started in 1998 when the first democratically elected councils were installed. The second elections were held in 2004. The new councils lack capacity, both in human resources, equipment and systems and procedures.

The City of Guelph can assist with capacity strengthening of the two municipalities, aimed at making them efficient and effective and build their capacity to mobilize resources internally and externally. The expectation is that all the needs of the communities in Mozambique can be met if the municipalities have the knowledge and capacity to leverage resources to provide services. Activities to achieve this objective will include workshops on effective communication strategies, teaching proposal writing, how to engage a partner with resources and build effective relationships with other levels of government. Good governance models and workshops are also required given the young age of the municipalities.

The wider community in Guelph, working in partnership, will mobilize materials and financial resources to assist the communities in Xaixai and Moatize. Hence, the processes of municipal capacity building and support to the communities will be implemented concurrently. On all scheduled technical exchanges, delegations will take on the two parts of this project.

The project has three main objectives:

- 1. The first objective is to strengthen the capacities of the two municipalities to mobilize resources from within their areas of jurisdiction and from external partners/ sources.
- 2. The second objective, which accompanies the first, is to facilitate community development projects through resources mobilized by the City of Guelph as part of the process of teaching through practice a concept that is herein referred to as modeling.
- 3. The third objective is to promote south-south cooperation, improve the relationship and foster close working ties between the two Mozambican municipalities (Xaixai and Moatize).

The life of the project is a total of 4 years in length with the start date being January 2006 and concluding December 2009.

The remaining 3 years of the project will have two technical exchanges each year and are 14 days including travel days. Following each technical exchange, a progress report on the various projects will be forwarded to FCM and City Council for information. At the conclusion of the project, an evaluation will be completed by all partners.

As with all FCM missions, every due diligence and precaution is taken by staff to minimize any risk factors and; to ensure a full understanding and scope of responsibility to the corporation is taken.

CORPORATE STRATEGIC PLAN:

To enhance community wellness (Strategic Direction 4) To have exemplary management practices (Strategic Direction 6)

FINANCIAL IMPLICATIONS:

The program is funded by the Federation of Canadian Municipalities. The City's contribution is limited to staff time.

DEPARTMENTAL CONSULTATION:

Project Coordinator consulted with Director of Environmental Services.

COMMUNICATIONS:

None required at the time.

ATTACHMENTS:

Summary of the FCM Municipal Partnership Program with Xaixai and Moatize, Mozambique.

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Prepared By: Janette Loveys Smith Community Development Manager 519-837-5618 ext 234 janette.loveys.smith@guelph.ca

Approved for Presentation: Larry Kotseff Chief Administrative Officer

Recommended By: Gus Stahlmann Director of Community Services 519-837-5618 ext 224 gus.stahlmann@guelph.ca

FEDERATION OF CANADIAN MUNICIPALITIES

AFRICA LOCAL GOVERNANCE PROGRAMME (ALGP)

| Project Title | Strengthening Municipal Capacity to Mobilize Resources for Community Development |
|-------------------------|--|
| Project Proposal by: | ∞ City of Guelph, Ontario, Canada |
| | م Municipality of Xaixai, Gaza Province, Mozambique |
| | ∞ Municipality of Moatize, Tete Province, Mozambique |
| Project Main Actors: | City of Guelph, Ontario, Canada |
| | ∞ Municipality of Xaixai, Gaza Province, Mozambique |
| | ∞ Municipality of Moatize, Tete Province, Mozambique |
| | ∝ Association of Municipalities of Mozambique (ANAMM) |
| | Federation of Canadian Municipalities |
| Project Start Date | January 2006 |
| Project Duration | 4 years |
| Project End Date | December 2009 |
| | |

1. Preamble

The Africa Local Governance Program (ALGP), being implemented by the Federation of Canadian Municipalities (FCM), is funded through the Canada Fund for Africa, a \$500 million fund administered by CIDA to support the G8 Africa Action Plan and New Partnership for Africa's Development (NEPAD).

participation. The program's activities include linking Canadian municipalities with counterparts in the four selected pilot countries, namely Ghana, Mali, Mozambique and Tanzania, as means to build local governance and management capacities to improve the The ALGP aims to strengthen local governance, support decentralization, improve social services and promote community delivery of social services.

government systems. Again, in January 2006, representatives from the newly established Association of Municipalities of Mozambique (ANAMM) and the municipalities of Xaixai and Moatize participated in a mission to Guelph, Canada. In July 2006, In May 2003, representatives from Mozambique, among others from the pilot countries, visited the City of Guelph to study local

three delegates from Guelph visited the two municipalities to assess and define a project for cooperation in the areas of municipal capacity strengthening and community development and linkages.

2. Rationale

Most cities and towns of Mozambique have significant rural characteristics, with large areas of agricultural land within their areas of jurisdiction. There is very little formal sector employment and most families gain their living through subsistence agriculture and informal activities mainly in small scale trading and services.

(51.5%) of the urban population can be considered as poor. Roughly 75% of the urban population lives in settlements which have not households have no piped water to the plot or house and about 50% depended on untreated water from wells, lakes and rivers; 34% were without any form of household sanitation, with a further 55% having a latrine. Domestic and industrial solid waste is a major housing is built of 'precarious materials' such as mud block, poles, reeds and metal sheeting. 79% of the urban households have no Poverty reduction is now the central objective of government policy and donor assistance. Recent studies indicate that over half issue in all towns, and municipalities are incapable of providing an adequate service of waste collection, treatment and disposal. been developed in accordance with a plan, and unplanned occupation has been much faster than the planned. 70% of the urban access to electricity. The most serious problem affecting quality of urban life is lack of water, sanitation and drainage. 69% of Together, these factors lead to constantly high rates of malaria and repeated outbreaks of cholera¹.

Summary Description of the Project

projects of benevolence, relief aid type, while highly visible, do not ensure residual capacity for sustainability. This project is meant One of the major criticisms leveled against current development approaches is that they do not ensure sustainability. The so-called to address these short-comings, at the same time meet the needs identified in the municipalities of Moatize and Xaixai during an Assessment Mission undertaken by a team of officials from Guelph, ANAMM and FCM in July 2006. During the mission, needs identified were categorized into community projects and municipal capacity strengthening.

- Community development projects. These are projects that will benefit the community directly, and implemented jointly etceteras. These projects can not be pre-determined, and will be proposed by the sponsoring communities in Guelph, in with the municipalities, and working with a broad group of stakeholders, to address thematic issues such as HIV and AIDS, orphans, schools and health centres, relief support (clothes, funds to support community based organizations), response to the needs in Moatize and Xaixai.
 - democratically elected councils were installed. The second elections were held in 2004. The new councils lack capacity, Municipal capacity strengthening. The municipalization process in Mozambique was started in 1998 when the first Ĥ

¹ An overview of the current state of urban development, planning and land management in Mozambique, June 2006, a Report for Rooftops Canada by Charlotte Allen and Vibe Johnsen.

| both in human resources, equipment and systems and procedures. In the case of Moatize, the council lacks basic infrastructure even for communication, it has not vehicle of its own, no office building and is temporarily housed in the District Governor's office. In order to respond to these needs, this project will have two parts to it. The City of Guelph will directly support the needs of capacity strengthening of the two municipalities, aimed at making them efficient and effective and build their capacity to mobilize |
|---|
| resources internally and externally. The expectation is that all the needs of the communities in Mozambique can be met if the municipalities have the capacity to leverage resources to provide services. The Community in Guelph, working in partnership and under the leadership of their Council, will mobilize material, financial and moral resources to assist their sister communities in Xaixai and Moatize. Hence, the processes of municipal capacity building and support to the communities will be implemented concurrently. On all scheduled technical exchanges, delegations will take on the two parts of this project. |
| A noble objective of facilitating learning between the north and the south, and between the south based municipalities will be pursued. The project is hence designed to promote close working ties between the municipalities of Moatize ands Xaixai, as one of the key outcomes. |
| Project Description 3.1 Project Goal |
| The goal of this project is to improve the standard of living/ the quality of life of the people of the two municipalities of Moatize and Xaixai, Mozambique through strengthening the capacity of their municipalities to mobilize resources for the development of their communities. |
| 3.2 Project Objectives The project has three main objectives. The first objective is to strengthen the capacities of the two municipalities to mobilize resources from within their areas of jurisdiction and from external partners/ sources. |
| The second objective, which accompanies the first, is to facilitate community development projects through resources mobilized by the City of Guelph as part of the process of teaching through practice – a concept that is herein referred to as modeling. |
| The third objective is to promote south-south cooperation, improve the relationship and foster close working ties between the |

4. WORKPLAN

| Thenonent | anonent Purnose/Activities | Personnel | Other | Time |
|-----------------------|--|--|--|-----------------|
| | | | Resources | Frame |
| EXCHANGES | 2006 | | | |
| Inception Mission | Study Guelph local government system | Guelph, Xaixai, Moatize, FCM, ANAMM | | January 2006 |
| Definition Mission | Project definition | Guelph, FCM, ANAMM | | July 2006 |
| EXCHANGES | 2007 | Theme: Strengthening Municipal and Community Capacity to Mobilize External Resources for Development | ning Municipal a zity to Mobilize E elopment | nd ixternal |
| Moz to | Training on Resource mobilization and | Moatize, Xaixai, | Community | December |
| Guelph | project proposal development | ANAMM, FCM | development | |
| | Discuss communication needs to enable project implementation | | resources in Guelph | January 07 |
| Guelph to Moz | Follow-up on the development of proposals, provide coaching | Guelph, FCM ANAMM | | April 062 |
| | Support with communication tools | | | |
| | Facilitate/ coordinate implementation | | | |
| | of community projects by community of Guelph | | | |
| Exchanges | 2008 | Theme: Strengthening Municipal Capacity to | ning Municipal C | apacity to |
| | | Generate Kevenue tor Community Development | tor Community | |
| Guelph to | Assess current and potential capacity to | Guelph, | | January/ |
| Mozambique | mobilize revenue, create baseline | FCM, | | February |
| | Facilitate/ coordinate implementation | ANAMM | | 2008 |
| | of community projects by community of Guelph | | | |
| Mozambique | Follow-up on recommendations, and | Xaixai, | University of | July 08 |
| to Guelph | provide training workshops on revenue mobilization | Moatize, ANAMM | Guelph | |
| | | | | |

4.1 Programme of Activities and Time Frame

² Propose early follow-up mission as communication has to improve as soon as possible to enable project to be implemented successfully.

| EXCHANGES | 2009 | Theme: Consolidating Project of | ting Project of | , |
|------------|--|--|---------------------------------------|-------------------|
| | | Strengthening Capacities for Resources and Revenue Mobilization for Community | pacifies for Resou tion for Commun | urces and uity |
| | | Development | | |
| Guelph & | Develop manual/ handbook on | Guelph | University of | February |
| Moatize to | resource mobilization for community | Moalize | Guelph | 60 |
| Xaixai | development | ANAMM | | |
| | Facilitate & coordinate implementation | FCM | | |
| | of projects by Guelph community | | | |
| Guelph and | Develop handbook on revenue | Guelph | University of | September |
| Xaixai to | mobilization for community | Xaixai | Guelph | 60 |
| Moatize | development | ANAMM | | |
| | Facilitate & coordinate implementation | FCM | | |
| | of community projects by community of | | | |
| | Guelph | | | |
| | Project Evaluation Workshop | | | |

5 BUDGET (In Canadian Dollars)

| COMPONENT | | CONTRI | CONTRIBUTIONS | | |
|-------------------------------------|------------------------------|----------------------------------|---------------|----------|---------|
| | FCM/CIDA | GUELPH | MOATIZE | XAIXAI | TOTAL |
| F/\2006 | | | | | |
| Inception mission (Jan 06) | -travel ⁴ \$25000 | Staff time, comms ⁵ , | Staff | Staff | \$20000 |
| Project definition Mission (Jul 06) | -travel \$25000 | Staff time, comms, | Staff | Staff | |
| | | | | Subtotal | \$40000 |
| E/Y/2007 | | | | | |
| Moz to Guelph (Dec 06/ Jan 07) | -travel \$25000 | Staff time, comms, | Staff | Staff | \$25000 |

³ Try to link dates with time when staff of University are available 4 Travel includes airfares, airport taxes, ground transportation and visa fees. 5 Comms refers to communication.

| | | workshop | | | |
|--|------------------------------------|--|-------|----------|----------|
| Guelph to Mozambique (April 07) | -travel \$25000 Workshop \$1500 | Staff time, comms, | Staff | Staff | \$26500 |
| | | | | Subtotal | \$51500 |
| <u>F/X 2008</u> | | | | | |
| Guelph to Moz (Jan/ Feb 08) | -travel \$25000 | Staff time, comms, | Staff | Staff | \$26500 |
| | -workshop \$1500 | | | | |
| Mozambique to Guelph (Jul 08) | -travel \$25000 | Staff time, comms, | Staff | Staff | \$25000 |
| | | workshop | | | |
| | | | | Subtotal | \$51500 |
| F/Y 2009 | | | | | |
| Guelph & Moatize to Xaixai (Feb 09) | -travel \$25000 | Staff time, comms, | Staff | Staff | \$26500 |
| | -workshop \$1500 | | | | |
| Guelph and Xaixai to Moatize (Sept 09) | -travel \$25000 | Staff time, comms, | Staff | Staff | \$26500 |
| | -workshop \$1500 | | | | |
| | | | | Subtotal | \$53000 |
| | GRAND TOTAL | | | | \$196000 |
| | | and a second sec | | | |

REPORT OF THE PLANNING, ENVIRONMENT AND TRANSPORTATION COMMITTEE

September 18, 2006

Her Worship the Mayor and Councillors of the City of Guelph.

Your Planning, Environment and Transportation Committee beg leave to present their NINTH REPORT as recommended at its meeting of September 11th, 2006.

CLAUSE 1 THAT the request for variances from the Sign By-law for Registered Plan 24, Part Lot 32, Part Lot 33 and Lot 34, known as 383 York Road (see location map Schedule A), to permit two 3.0 square metre building signs with manual changeable copy to be located within 2.4 metres of the ground and one 3.0 square metre building sign with changeable copy that projects above the roof line of the building and one 3.0 square metre sign located on a retaining wall along the east property line, for Boxed Meat Revolution, be refused.

All of which is respectfully submitted.

Councillor David Birtwistle, Chair Planning, Environment and Transportation Committee



PLANNING AND DEVLOPMENT SERVICES Building Division

TO: Planning, Environment and Transportation

DATE: August 28, 2006

SUBJECT: SIGN BY-LAW VARIANCES FOR BOXED MEAT REVOLUTION AT 383 YORK ROAD

RECOMMENDATION:

"THAT, the request for variances from the Sign By-law for Registered Plan 24, Part Lot 32, Part Lot 33 and Lot 34, known as 383 York Road (see location map Schedule A), to permit two 3.0 square metre building signs with manual changeable copy to be located within 2.4 metres of the ground and one 3.0 square metre building sign with changeable copy that projects above the roof line of the building and one 3.0 square metre sign located on a retaining wall along the east property line, for Boxed Meat Revolution, be refused"

BACKGROUND:

It has come to the attention of the Building Division that four signs located at this property do not have the required sign permits and do not comply with the City of Guelph Sign By-law. Three signs have a sign area of 3.0 square metres and consist of only changeable letters and one sign has a sign area of 3.0 square metres with a painted finish.

REPORT:

The three signs which are currently located on the building are all visible to traffic along York Road and the sign located on the retaining wall is only visible to east bound traffic on York Road (see Schedule B).

Variances are required from the Sign By-law for the following reasons:

- Manual changeable letters are not permitted on a building sign, only on a freestanding sign;
- A building sign is not permitted to project above the roof line of a building wall;

- A permanent sign is not permitted to be located on a property except on a building or a freestanding sign structure;
- Building signs require a minimum of 2.4 metre clearance from the ground to the underside of the sign;
- A manual changeable copy sign located on the west elevation would exceed the maximum sign area coverage of 20% of the building wall area because of an existing painted sign.

Staff recommend that the requested variances from the Sign By-law be refused for the following reasons:

- Approval of the variances would set undesirable precedences and other businesses may request similar variances;
- Signs located on a property are only permitted on a building or a freestanding sign. This prevents signs from being erected on fences, retaining walls or other similar structures;
- To promote a uniform appearance along a streetscape, building signs are not permitted to project above the roof line and require a minimum 2.4 metre clearance above the ground;
- Changeable copy signs on a building would create a negative impact on the streetscape;
- Staff have previously refused applications for variances for building signs with manual changeable letters;
- The maximum sign area coverage of 20% of the building wall area on the west elevation is exceeded.

ATTACHMENTS:

Schedule A- Location map Schedule B- Photos of existing signs

Prepared By: Ray Borthwick By-law Enforcement Officer 837-5615 ext. 2299 ray.borthwick@guelph.ca

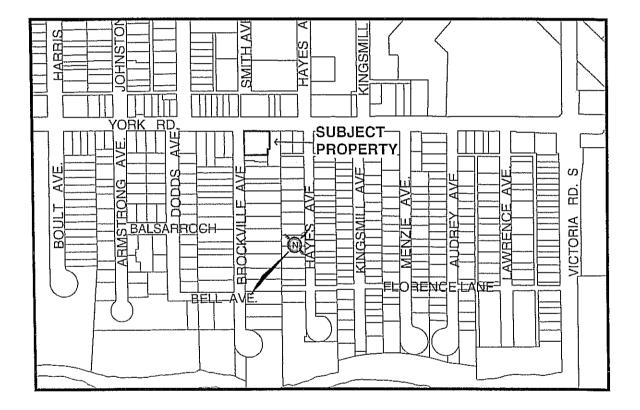
Recommended By: James N. Riddell Director of Planning and Development Services 837-5616 ext. 2361 jim.riddell@guelph.ca

Recommended By: Bruce A. Poole Chief Building Official 837-5615 ext. 2375 bruce.poole@guelph.ca

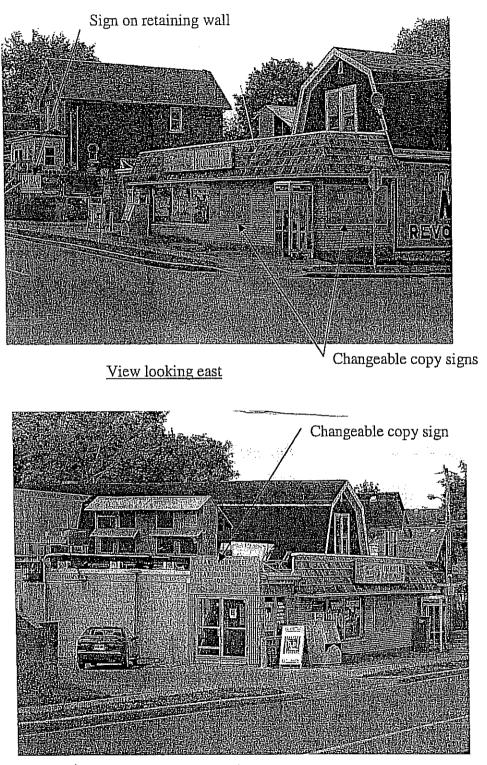
Approved for Presentation: Larry Kotseff Chief Administrative Officer

SCHEDULE "A"

Location Map



SCHEDULE "B"



View looking west

CONSENT AGENDA

September 18, 2006

Her Worship the Mayor and Members of Guelph City Council.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate Council's consideration of the various matters and are suggested for consideration. If Council 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 Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

| REP | ORT | DIRECTION |
|------|---|-----------|
| A-1) | RESERVE FUND FOR FEDERAL PUBLIC TRANSIT FUNDS | Approve |
| | THAT staff be directed to set up a Reserve Fund called "Federal Public Transit Reserve Fund" and all funds received under this program be deposited to this reserve fund and be used only in accordance with the guidelines and requirements as set out by the Municipal Funding Agreement for the Transfer of Federal Public Transit Funds signed by the Mayor and City Clerk on July 18, 2006. | |
| A-2) | MAYOR AND COUNCIL COMPENSATION | Receive |
| | THAT the following report from the Director of Human Resources on the cost of City-paid extended health, dental and life insurance benefits for the Mayor and Members of Council be received for information. | |
| В | ITEMS FOR DIRECTION OF COUNCIL | |
| С | ITEMS FOR INFORMATION OF COUNCIL | |

attach.





Report: A-1

TO: Mayor and Members of Council

DATE: September 18, 2006

SUBJECT: Reserve Fund for Federal Public Transit Funds

RECOMMENDATION:

That staff be directed to set up a Reserve Fund called "Federal Public Transit Reserve Fund" and all funds received under this program be deposited to this reserve fund and be used only in accordance with the guidelines and requirements as set out by the Municipal Funding Agreement for the Transfer of Federal Public Transit Funds signed by the Mayor and City Clerk on July 18, 2006.

BACKGROUND:

On March 30, 2006 the Public Transit Funds (PTF) Agreement was signed. This agreement represents one year of the Agreement in Principle on Transit signed by AMO with Canada, Ontario and the City of Toronto on June 17, 2005. The Association of Municipalities of Ontario (AMO) is facilitating the delivery of these funds from the federal government. The City of Guelph has been allocated \$1,244,352 for the fiscal year 2005/2006 based on 2004 ridership data provided to the Canadian Urban Transit Association (CUTA). The 2006 federal budget directed the second year of funding of the Agreement in Principle to a three-year transit capital trust and at this time the framework for the delivery of the transit capital trust funding to municipalities is not known.

The public transit funding is to be used for public transit infrastructure projects that support the environmental objectives of reducing greenhouse gas emissions and cleaner air while improving transit planning and growth in transit ridership.

FINANCIAL IMPLICATIONS:

The Municipal Funding Agreement for the Transfer of Federal Public Transit Funds stipulates that unexpended funds are to be held in a reserve account and that the City of Guelph will ensure that:

- 1. Any investment of unexpended funds be in accordance with Ontario law and the City of Guelph investment policy; and,
- 2. Any interest earned on funds be only applied to eligible costs on eligible projects or to eligible administration costs.

COMMUNICATIONS:

By-law Number (2006)-18069

usardran

Prepared: Susan Aram CGA Finance 837-5610

Recommended By: David A. Kennedy, C.A. Director of Finance 837-5610 ext. 5606

Approved for Presentation: Larry Kotseff Chief Administrative Officer



TO:



Report: A-2

Mayor and Council

DATE: September 18, 2006

SUBJECT: MAYOR AND COUNCIL COMPENSATION

Human Resources

RECOMMENDATION:

THAT the following report from the Director of Human Resources on the cost of City-paid extended health, dental and life insurance benefits for the Mayor and Members of Council be received for information.

BACKGROUND:

At a meeting of Guelph City Council held July 17, 2006, Council adopted the following motion:

- *"1. Effective December 1, 2006, provide the Mayor and Members of Council who are eligible for the following benefits paid by the City:*
 - life Insurance at 3 x salary
 - health and dental benefits

With the proviso that staff report back on costing"

REPORT:

At the July 17, 2006, Council meeting, a number of recommendations were approved by Council relating to Council Compensation enhancements. With respect to City-paid extended health, dental benefits and life insurance coverage, Council requested that staff provide additional information on the cost implications of adding these benefits to the Council remuneration package.

A Great Place to Call Home

Our benefit providers, Manulife Financial and Sun Life Assurance Company of Canada, were contacted to provide costs for the above noted benefits. In addition to the costing information that was submitted, supplementary information was also provided, which may have an impact on future costs for these benefits.

Cost of Benefits:

Our payment arrangement with our provider for health and dental benefits is based on Administrative Services Only (ASO). Under this type of payment arrangement with the carrier, the City of Guelph is responsible for all approved claims plus an administrative fee. The cost outlined in the table below is an estimate based on our experience in the NUME plan over the past year. High usage by the NUME group including Members of Council could in fact cost the municipality more, similarly under utilization could cost less. A stop-loss¹ coverage has been built into the plan which would protect the municipality from any catastrophic illnesses or claims.

Health and Dental Costs:

As indicated in the July 12, 2006 report Members of Council would be offered the same benefits as NUME. The table below shows the projected cost to the City of Guelph as per our ASO plan:

| Cost of Extended | d Health and Dental for Me | mbers of Council |
|------------------|------------------------------|--|
| Coverage Type | Cost per Unit of Coverage | Maximum Annual Cost (Assumption: All Members of Council to receive family coverage) |
| Family Coverage | \$3,569.28/member | \$46,400.64 |

Life Insurance Costs:

The life insurance costs are premium based and are a pooled benefit; therefore, the costs are as shown. There is no ASO arrangement for this benefit. The cost for three (3) times the annual salary is as follows:

| Cost of Life I | nsurance for Members | of Council |
|-------------------------|------------------------|-------------------|
| Employee | Monthly Cost/Member | Total Annual Cost |
| 1 Mayor @ | \$ 43.90/month | |
| 12 Members of Council @ | \$ 16.13/month | \$2,322.72 |
| Total Cost for Council | \$237.46/month | \$2,849.52 |

¹ Stop-loss coverage – A form of reinsurance for self-insured employers that limits the amount the employers will have to pay for each person's health care (individual limit) or for the total expenses of the employer (group limit).

Other Considerations:

Ontario's Bill 102: Currently, Ontario Bill 102 the Transparent Drug System for Patients Act, 2006 has implications which may impact the cost of these benefits. The cost to offer the same benefits as the Non-Union/Management Employees (NUME) for active Members of Council over the age of 65, may be impacted by Bill 102 should the Provincial Government make changes to the current Ontario Drug Benefits (ODB) plan. There is a concern by employers and the insurance carriers that Bill 102 will prescribe the ODB as the second payor for employees or their dependants who are 65+ and have private health coverage.

Maximum Age Restriction: The insurance carriers are recommending that age 70 become the termination age for employer paid benefits. The rational for this recommendation by the insurance industry, is the patterns of utilization which has been experienced in the latter stages of the employees career is a good indication of the usage that would continued post age 65. There is still limited information available in the insurance industry due to the fact that most organizations have not offered any benefits to employees post age 65. The insurance industry makes this recommendation based on research and analysis to date in trends and experience in the provincial health system and Stats Canada.

Although the insurance industry recommends age 70 for termination of benefits, all municipalities within our comparator group were contacted and the attached Schedule "A" summarizes the benefits and provisions currently being offered to their Members of Council. In most cases, city-paid benefits are being offered as long as the Member of Council is in office regardless of age. In some cases, their plan makes reference to the ODB; however, there have been no recommendations to change the plan with respect to Bill 102.

In summary, this report identifies the current cost for providing active Members of Council, City-paid extended health, dental and life insurance benefits, and supplementary information was also reported, which may impact future costs for these benefits.

CORPORATE STRATEGIC PLAN:

These recommendations support the City of Guelph's Strategic Plan Goal: To have exemplary management practices. These also support our strategic direction of ensuring that all City initiative is based on sound financial, social and environmental principles.

FINANCIAL IMPLICATIONS:

The annual estimated financial impact of the City's budget for implementing City-paid Benefits is as follows:

| Extended Health and Dental Benefits | \$46,401 |
|--|----------|
| Life Insurance at three (3) times salary | \$ 2,850 |

COMMUNICATIONS:

The research and analysis of the City of Guelph's total compensation practices for Members of Council and the Mayor has been conducted by Gazda, Houlnè and Associates who have extensive experience in conducting similar research for Ontario municipalities. In addition, further consultation and communication was gathered from our benefits carriers, Manulife Financial, Sun Life Assurance Company of Canada, and with the identified comparator group for the City of Guelph.

bared Bv:

Lynne MacIntyre Manager, Compensation, Benefits and HRIS

Larry Kotseff /// Chief Administrative(Officer

Recommended By: Pauline Blais Director of Human Resources

| W COLOR | | Renefi | Benefits and Provisions for Member of Council | Member of Conneil | - | |
|-----------------------|--|---|--|---|--|---|
| | | II | In City of Guelph Comparator Group Schedule "A" | parator Group A" | | |
| Municipality | Life Insurance | Plan Design | Post 65 Members | Language or Concerns over ODB | Benefits Paid By | Other Comments |
| Barrie | 1 x Max. \$70,000 Optional Life paid by member | Same as Non- Union for Dental and Ext. | Until retire and in office. Life Insurance until age | No | Life = 100% paid for Dental and Ext. Health 50/50 | Dental and Ext. Health Optional Life and AD&D mandatory |
| | | Health | 76 or no longer in office | | | |
| Brantford | No response to this survey, however, the Gazda Houlne Keport, indicates the benefit package is optional at the members cost. | however, the Gaz | da Houlne Keport, indica | ites the benefit package is | opnonal at the memb | Dets COSL |
| Burlington | No response to this survey, however, the Gaze | however, the Gaz | da Houlné Report, indica | da Houlné Report, indicates Members of Council received benefits. | eceived benefits. | |
| Cambridge | 2 x salary to age 65 and life of \$5,000 over 65 as long as in office | Mayor same as Non-Union Council has option | Extended Health as long as in office Dental until age 65 | Will not covered deductible. | 100% paid by City Dental 80% by City | |
| Chatham-Kent | 2.5 x salary | Same as Non- Union | | | Optional Paid by <u>Me</u> mber | |
| Kineston | No response to this survey, however, the Gazo | however, the Gaz | da Houlné Report, indica | da Houlné Report, indicates Members of Council received benefits. | eceived benefits. | |
| Kitchener | 2 x salary is the base benefit, however members can opt in flex benefit of life at 3x or 4 x | Same as Non- Union | As long as they are in office | ODB is the first payer, any balances can be reimbursed through plan | 100% paid by Employer | Any choices selected from Flex plan are over and above basic benefits and paid for by member. |
| Niagara Falls | No response to this survey, however, the Gazi | however, the Gaz | da Houlné Report, indica | da Houlné Report, indicates Members of Council received benefits. | eceived benefits. | ***** |
| Oakville | 2 x salary max. \$700,000 Optional Life in units of \$10,000 to a max. of \$200,000 | Separate plan for Council | As long as they are in office or until age 75 | | Life and AD&D paid by Region, Dental and E.xt. Health paid by Municipality | Basic Life is reduced by 1/5 when you reach age 70 and will continue to be reduced by 1/5 every birthday thereafter. |
| Oshawa | 2 x salary min. \$60,000 max. \$120,000 | Similar to Non- Union | As long as in office regardless of age | After age 65 member notified ODB first payor | 100% paid by City | Life until age 70 (recently changed from age 65) |
| Region of Waterloo | 2 x salary | Same as Non- Union no L'ID | As long as in office regardless of age | ODB 1ª payor deductible eligible under plan | 100% paid by municipality | |
| Richmond Hill | No response to this survey, however, the Gazda Houlné Report, indicates Members of Council received benefits. | however, the Gaz | da Houlné Report, indica | ates Members of Council 1 | received benefits. | |
| Vaughan | 4 x salary to max. of \$300,000 | Separate Plan | As long as in office regardless of age. Reduced Life and no LTD | | 100% paid by municipality | |
| Waterloo | No response to this survey, however, the Gazda Houlné Report, indicates Members of Council received benefits. | however, the Gaz | da Houlné Report, indica | ites Members of Council 1 | received benefits. | |

Please recycle!

BYLAWS -

-

| - September 18, 2006 – | |
|---|--|
| By-law Number (2006)-18133 A by-law to amend By-law Number (1995)- 14864, as amended, known as the Zoning By- law for the City of Guelph as it affects property known municipally as 340 Clair Road East, to implement the Westminister Woods East, Phase 3 Residential Plan of Subdivision (23T-02502/ ZC0214) | A by-law to amend the Zoning By-law as approved by Council. |
| By-law Number (2006)-18134 A by-law to amend the Official Plan for the City of Guelph as it affects property described as Part Lot 4, Concession 7, Plan 61R9349, Part 7 and known municipally as 1077 Gordon Street. (to redesignate the front easterly portion of the property from "Medium Density Residential" to "Mixed Office-Residential") (OP0505) (OPA#33) | A by-law to amend the Official Plan for the City of Guelph. |
| By-law Number (2006)-18135 A by-law to amend By-law Number (1995)- 14864, as amended, known as the Zoning By- law for the City of Guelph as it affects property described as Part Lot 4, Concession 7, Plan 61R9349, Part 7 and known municipally as 1077 Gordon Street. (to permit office and residential uses on the front easterly portion of the property and a cluster townhouse development on the remaining rear westerly portion of the property – File ZC0513) | A by-law to amend the Zoning By-law as approved by Council. |
| By-law number (2006)-18136 A by-law to remove Lots from Part Lot Control. (Lots 107, 114 to 116 inclusive, Plan 61M125, designated as Parts 3, 4 and 17 to 22 inclusive, Reference Plan 61R10364) (Guelph Grangehill Developments Limited, Phase 4A) | A by-law to remove lots from part lot control. |
| By-law Number (1006)-18137 A by-law to remove Lots from Part Lot Control. (Lot 31, Plan 61M122, designated as | A by-law to remove lots from part lot control. |

| Parts 5 and 6, Reference Plan 61R10337 and Lot 32, Plan 61M122, designated as Parts 7 and 8, Reference Plan 61R10337) | |
|--|---|
| By-law Number (2006)-18138 A by-law to amend By-law Number (1995)- 18464, as amended, known as The Zoning By- law as it affects property known municipally as 1405, 1409, 1415, 1427 and 1441 Gordon Street South, with a block of land with frontage on Revell Drive within the Conservation Estates Subdivision (applying to land legally described as Concession 7, Part Lot 7 – File ZC0605) | A by-law to amend the Zoning By-law as approved by Council. |
| By-law Number (2006)-18139 A by-law to amend By-law Number (2002)17017 and to adopt Municipal Code Amendment #404) (adding Eramosa/Mitchell and London/Exhibition to amend Traffic Control Signals Schedule XXVII; amending Delhi St. in the No Parking Schedule XV; prohibited pedestrian crossings Schedule XVI) (amending Chapter 301 of the Corporation of the City of Guelph's Municipal Code) | A by-law to amend the Traffic By-law. |
| By-law Number (2006)-18140 A by-law to dedicate land as part of Exhibition Street. (Part 1, Reference Plan 61R9949) (284 Exhibition Street) | A by-law to dedicate lands as part of Exhibition Road. |