



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

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**Attendance**

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

Absent: Councillor B. Bell  
Councillor L. Piper

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

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

Mayor Guthrie called the meeting to order.

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

There were no disclosures.

**Authority to Move into Closed Meeting**

1. Moved by Councillor Allt  
Seconded by Councillor Goller

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

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

**Voting Against:** (0)

Carried

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

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

There were no disclosures.

The following matter was considered:

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

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

Council recessed.

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

**Attendance**

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

Absent: Councillor L. Piper  
Councillor M. Salisbury

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

**Closed Meeting Summary**

The following matter was considered:

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

Information was received and staff were given direction on this matter.

**Staff Recognitions**

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

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

Councillor Gibson assumed the Chair.

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

The following items were extracted:

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

2. Moved by Councillor Hofland  
Seconded by Councillor Billings

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

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

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

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

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

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

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

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

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

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

**Voting Against:** (0)

Carried

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

### **Point of Order**

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

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

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

Councillor Salisbury arrived at 2:45 p.m.

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

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

3.     Moved by Mayor Guthrie  
       Seconded by Councillor Goller

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

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

**Voting Against:** (0)

Carried

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

Councillor Salisbury arrived at 5:14 p.m.

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

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

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

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

**First Amendment**

5. Moved by Mayor Guthrie  
Seconded by Councillor Goller

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

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

**Voting Against:** (0)

Carried

**Seconded Amendment**

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

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

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

**Voting Against:** (0)

Carried

## **Main Motion as Amended**

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

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

**Voting Against:** (0)

Carried

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

8. Moved by Councillor Hofland  
Seconded by Councillor Bell

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

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

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

Carried

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

9. Moved by Mayor Guthrie  
Seconded by Councillor Bell

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

### **First Amendment**

10. Moved by Mayor Guthrie  
Seconded by Councillor Bell

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

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

**Voting Against:** (0)

Carried

### **Second Amendment**

11. Moved By Mayor Guthrie  
Seconded By Councillor Hofland

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

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

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

**Voting Against:** (0)

Carried

### **Main Motion as Amended**

12. Moved by Mayor Guthrie  
Seconded by Councillor Bell

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

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

**recommendations as part of Solid Waste Management Master Plan update.**

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

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

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

**Voting Against:** (0)

Carried

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

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

Councillor MacKinnon assumed the Chair.

The following items were extracted:

- CS-2019-11      2018 Year-end Operating Variance Report and Surplus Allocation**
- CS-2019-12      2018 Year-end Capital Variance Report**
- CS-2019-56      Dividend Allocation Policy**

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

- 13. Moved by Councillor Billings  
Seconded by Mayor Guthrie

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

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

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

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



**Voting Against:** (0)

Carried

**Items for Discussion – Corporate Services**

Councillor Gibson arrived at 7:30 p.m.

- 14. Moved by Mayor Guthrie  
Seconded by Councillor Hofland

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

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

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

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

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

**Voting Against:** (0)

Carried

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

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

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

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

**Voting Against:** (0)

Carried

**CS-2019-56**

**Dividend Allocation Policy**

16. Moved by Mayor Guthrie  
Seconded by Councillor Billings

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

It was requested that the clauses be voted on separately.

17. Moved by Mayor Guthrie  
Seconded by Councillor Billings

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

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

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

Carried

18. Moved by Mayor Guthrie  
Seconded by Councillor Billings

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

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

**Voting Against:** (0)

Carried

19. Moved by Mayor Guthrie  
Seconded by Councillor Billings

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

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

**Voting Against:** (0)

Carried

### **Notice of Motion**

Councillor Gordon provided a Notice of Motion.

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

20. Moved by Councillor Mayor Guthrie  
Seconded by Councillor Billings

That the meeting be adjourned.

Carried

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

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Mayor Guthrie

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Stephen O'Brien - City Clerk